

Plan on the use of Capacity Enhancement Grant

Name of School: St. Joseph's College

School Year: 2008-2009

Grant from EDB: \$436,000

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
<u>English Department</u> Debating	Recruiting an experienced trainer to coach students for inter-class and inter-school events	Employing an experienced trainer to conduct debate lectures for F.1 students and F.2 students	Through training and practice sessions, students will be equipped with debating skills	Sept. 2008 to April, 2009	Salary to trainer: F.1: HK\$600 per hour x 2 lessons per month x 2/3 x 5 classes x 6 months = \$24,000 F.2: HK\$600 per hour x 2 lessons per month x 2/3 x 5 classes x 3 months = HK\$12,000 Adjudication by old boys: HK\$120 x 3 old boys x 4 levels = HK\$1,440 Professional adjudicator: HK\$600 x 4 levels = HK\$2,400	Students' performances in the inter-class and inter-school debating competitions	Evaluation of students' performance in the speaking domain, group discussion and debate contests	Mr. R. Candler
F.5 HKCEE oral practice	Preparing F.5 students for the English oral examination	Employing experienced ex-students to conduct English practice sessions for groups of five students	Students will acquire proper skills to prepare themselves for the oral examination	Late May to June, 2009	Salary to the helpers: \$80 per hour x 10 days x 3 hours per day x 2 helpers = \$4,800	Students' performance in the HKCEE	Evaluation of students' performance in their speaking domains	Ms. E. Chia

Language art	Introducing students into the world of poetry, songs and different genres of the English Language	Recruiting a professional team to stage a drama performance in school	Students will know more about the aesthetic aspects of the language	January 2009	Cost of one show: \$20,000	Students' drama reports	Evaluation of students' drama report after viewing the performance	Ms. E. Chia & Mr. R. Candler
SBA	Recruiting an SBA assistant to help with the technical aspects in the implementation of SBA	Employing an SBA assistant to offer technical help to F.4 and F.5 English teachers in the implementation of SBA	This will enable a smooth running of SBA. With the technical aspects being taken care of, English teachers can focus more on improving students' language proficiency	September 2008 to June 2009	\$80 x 5 hours x 7 classes x 2 different texts x 2 forms = \$11,200	Students' performance in the SBA	Evaluation of students' participation in the evaluation sessions - this is to be achieved through a detailed analysis of their performance from the video recording, peer observation and self-evaluation	Ms. E. Chia
<u>Chinese Department</u> Curriculum Development	Relieving teachers' workload in producing new designs for the new NSS Chinese curriculum and SBA	Hiring helpers to assist in the searching and compiling of information and arranging study materials	Teachers' workload will be much released	1/9/2008 – 31/8/2009	Helpers: 2-3 Cost: \$50 per hour No. of hours: 600 Total Cost: \$50 x 600 = \$30,000	Quality of the new designs and study materials produced	New designs produced and teachers' comments on the materials produced	Ms. Y.F. Wong
Enhancing Students' Language Proficiency	a) Relieving F.1 – F.3 teacher's workload in oral training b) Training new and	Hiring helpers to assist in oral training - group discussions Hiring helpers to design training	Teachers' workload will be much released Teachers' workload will	1/10/2008 - 31/8/2009 1/7/2008 – 31/8/2009	2 helpers of \$80 per hour No. of hours: 120 Total Cost: \$80 x 120 = \$9,600 2-4 helpers of \$80 per hour	Students' improvement in their oral ability Basic debate skills learned by	Students' feedback on the helpers recruited Students' performances in	Ms. Y.F. Wong Ms. Y.F. Wong

	young debaters c) Escorting students to speech contests d) Lessening F.4-F.5 teachers' workload in oral training	programmes and be team leaders for friendly debates Escorting F.1 and F.2 students to speech and public speaking contests Recruiting helpers to assist in oral training - group discussions	be much released Teachers' workload will be much released. Teachers' workload will be much released	1/10/2008 – 31/7/2009 Feb. 2009 to July 2009	No. of hours: 20 Total Cost: \$80 x 20 = \$1,600 Cost: \$50 per hour No. of hours: 20 Total Cost: \$50 x 20 = \$1,000 3 helpers of \$80 per hour No. of hours: 120 Total Cost: \$80 x 120 = \$9,600	the new debaters Students' performance in the HKCEE	friendly debates F.4 and F.5 teachers' and students' comments on the performance of the helpers	Ms. Y.F. Wong Ms. Y.F. Wong	
<u>IT Department</u>	Network maintenance	Maintaining the network infrastructure	Employing a helper to assist in network integration	Providing better network service	Sep. 2008 – Aug. 2009	Salary: \$50 per hour x 120 hours = \$6,000	Quality of staff and student network services	Teachers' feedback on the performance of the helper	Mr. K.K. Ip
	IT Technicians	Looking after the MMLC, the ITLC and the computer rooms and assisting all teachers on computer problems	Employing two full time IT technicians to deal with all the computer problems	This will release the workload of the computer teachers and giving assistance to all teachers	Sep. 2008– Aug. 2009	IT technician: \$13,860 (including MPF) x 12 months = \$166,320 IT technician: \$7,560 (including MPF) x 12 months = \$90,720	Ability to help teachers with computer problems and the smooth running of the MMLC, the ITLC and the computer rooms	Teachers' feedback on the performance of the IT technicians	Mr. K.K. Ip
	Programme development	Developing software programmes	To employ a helper to assist in software development and system integration	Developing tailor made software programmes	Sep. 2008 – Aug. 2009	Salary: \$50 per hour x 120 hours = \$6,000	Ability to develop IT software	Feedback from teachers on the performance of the helper	Mr. K.K. Ip
	<u>Assistant Librarian</u>	Assisting the teacher librarian to perform her duties	To hire a library assistant to assist the teacher librarian	The teacher librarian's workload can be relieved to conduct some teaching duties	Sep. 2008 – Aug. 2009	Salary: \$9,765 (including MPF) x 12 months = \$117,180	Ability to help the teacher librarian to perform her duties	Teacher librarian's comment on her performance	Ms. W.S. Tai

GRAND TOTAL: \$513,860 DEFICIT: \$77,860

