

## **Plan on Use of Capacity Enhancement Grant in 2018-2019 School Year**

Name of School: Christian and Missionary Alliance Sun Kei Secondary school

Number of operating classes: 24

Means by which teachers have been consulted: Staff meeting (20 Aug 2018)

Total income: \$613,766.00

<b>Task Area</b>	<b>Major Concern</b>	<b>Strategies/Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources required</b>	<b>Success Criteria</b>	<b>Method of Evaluation</b>	<b>People in charge</b>
Curriculum Development	To support teachers in their daily work	Employing 1TA and 1 IT technician to support teachers in lesson preparation, administrative work and IT usage	<ul style="list-style-type: none"> <li>Teachers to be relieved of some of their non-teaching workload</li> <li>Teachers to be relieved of some of the workload in applying IT in teaching</li> </ul>	Sept 2018-Aug 2019	Salaries for employing 2 supporting staff (including 5% MPF contribution): <b>\$580,000.00</b>	90% of the teachers agree that the support provided can support their teaching and help them to apply IT	Teachers' feedbacks	Principal Poon, Vice-principal Hui
*Balance					\$33,766.00			
Total					\$613,766.00			

\*Remark: Balance to be transferred to EOEBG