

Plan on Use of Capacity Enhancement Grant in 2019-2020 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

Total income: \$634,017.00

Task Area	Major Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources required	Success Criteria	Method of Evaluation	People in charge
Curriculum Development	To support teachers in their daily work	Employing 1TA, 2 IT technicians to support teachers in lesson preparation, administrative work and IT usage	<ul style="list-style-type: none"> ▪ Teachers to be relieved of some of their non-teaching workload ▪ Teachers to be relieved of some of the workload in applying IT in teaching 	Sept 2019-Aug 2020	Salaries for employing 3 supporting staff (including 5% MPF contribution): \$600,580.00	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					\$33,437.00			
Total					\$634,017.00			

*Remark: Balance to be transferred to EOEBG