基 督 教 宣 道 會 宣 基 中 學
Christian & Missionary Alliance Sun Kei Secondary School

# Annual School Plan
# 2021-2022

## School Mission

Our school is a government subsidized secondary school founded by Christian & Missionary Alliance Church Union of Hong Kong and was officially opened in September, 1999. We exalt biblical truth, and act on Christian benevolent spirit. With the responsibility to proclaim Christian truth, and a macro view of international perspective, we gaze at the broad education universe and practise high quality whole person education. We are dedicated to grooming students to have a balanced development in 'Spiritual, Moral, Intellectual, Social, Physical and Aesthetic' education, so that they can utilize their potential and be equipped with abilities and high moral to pursue excellence and make contribution to society.

## School Motto

'Trust in the LORD with all your heart and lean not on your own understanding; in all your ways acknowledge Him, and He will make your paths straight.'    (Proverbs 3:5-6)

## School Vision

- An Arena for Proclaiming Christ
- An Institution to Develop Human Potentials
- A Cradle of Leaders

## 2021-2024 Major Concerns

- To promote deep learning and to nurture self-motivated learners
- To empower our students with a positive and compassionate mindset; to inspire students with a sense of respect and responsibility towards society, our nation and the world

**1.Major Concern：** <u>To promote deep learning and to nurture self-motivated learners</u>

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in charge | Resources Required |
|---|---|---|---|---|---|---|
| • To introduce and implement the ideas of deep learning | • To formulate a "Model of Learning" | • The "Model of Learning" is successfully formulated | • Records of work | Jul – Aug 2021 | Teaching and Learning Committee | |
| | • To develop a resource package with research-based teaching strategies provided to teachers | • The resource package is successfully developed | • Records of work | Jul – Aug 2021 | Teaching and Learning Committee | |
| | • To apply different strategies to promote deep learning | • Good practices are observed and demonstrated in the lesson observations<br>• Sharing in at least 1 staff development session<br>• At least 3 Key Learning Areas organise cross-curricular learning tasks | • Records of work | Sept 2021 – Jun 2022 | Teaching and Learning Committee | |
| • To equip students with deep learning skills and to become a self-motivated learner | • To introduce the idea of the "Model of Learning" | • At least 2 assembly activities are conducted<br>• Good practices are observed and demonstrated in the lesson observations<br>• Sharing in at least 1 staff development session | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee | |
| | • To establish students' goal setting habit | • Provide at least 1 goal setting activity at the beginning of the academic year | • Records of work | Sept 2021 | Teaching and Learning Committee | |
| | • To get students into a habit of self-reflection | • Reserve students' self-reflection time in different occasions, such as lessons and class teachers' periods | • Records of work | Dec 2021, Mar, Jun 2022 | Teaching and Learning Committee | |

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| | • To develop self-management learning habit | • Promote at least 2 strategies about self-management learning habit in the class teacher periods and lessons | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee | |
| | • To enhance students' lesson preparation habit | • Good practices are observed and demonstrated in the lesson observations<br>• Sharing in at least 1 staff development session | • Records of work | Sept 2021 – Jun 2022 | Teaching and Learning Committee | |
| | • To conduct data analysis on students' learning performance | • Provide qualitative and quantitative assessment records<br>• Provide Cross-Assessment Analysis and Percentile Difference Analysis for students and class teachers after exams and uniform test.<br>• Provide DSE predicted grade to S4-S6 students | • Assessment records<br>• Records of work | Nov 2021 – Jun 2022 | Teaching and Learning Committee | |
| • To include deep learning strategies in the curriculum design and the extension of learning | • To preparing teaching activities and materials that involves surface (e.g. notes-taking and checking), deep learning (e.g. group discussion and teacher-questioning in problem-solving tasks), and transfer learning strategies (e.g. using Venn diagram for task involves compare and contrast of conceptual knowledge; applications of prior knowledge in problem-solving tasks) | • For each type of learning (Surface, Deep and Transfer), each subject adopts at least TWO teaching/learning strategies in each form with evidence provided | • Lesson plans, teaching materials and evidence submitted by teacher at the end of term | Sept 2021 – Jul 2022 | All Subjects | |

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|---|---|---|---|---|---|
| | • To implement Problem-Based Learning to equip students with deep learning skills and transfer learning skills | • Mini-project / PBL / research study is arranged in at least ONE form. | • Records of work | Sept 2021 – Jul 2022 | BIO Dept, CHEM Dept, MATH Dept, PHY Dept, and Project Learning Dept |
| | • To adopt Biotech apparatus established for supporting teaching and ECA | • The apparatus established used to support teaching and ECA | • Records of work | Sept 2021 – Jul 2022 | BIO Dept |
| | • To nurture self-motivated learner by encouraging students to take part in international award scheme and quiz | • 30 S4-S5 students participate Chemistry Online Self-study Award Scheme (COSAS)<br>• 30 S3-S5 students participate Australian National Chemistry Quiz (ANCQ) | • Records of work | Jan – Aug 2022 | CHEM Dept |
| | • To adopt "STEM Lessons From Space" from "NASA STEM on Station" to design and implement an investigative activity in S4 | • The investigative activity is successfully designed and implemented | • Records of work | Jan – Feb 2022 | PHY Dept |
| | • To use VR tour designing tools to construct a virtual field trip | • Form 4 students are able to complete one virtual field trip in this year | • Records of Work | Sept 2021 – Jul 2022 | GEOG Dept |
| | • To develop a subject-based video archive ("Being a KOL" in Google Classroom) to facilitate higher order thinking skills and presentation skills | • At least 80% of S6 BAFS students are able to prepare one video clip related to the subject knowledge<br>• At least 70% of senior form BAFS students have actively used the Google Classroom | • Records of Work | Sept 2021 – Jul 2022 | BAFS Dept |

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| | • To enrich students' learning experiences and broaden their exposure | • At least three English-related ECA are offered | • Records of work | Sept 2021 – Jul 2022 | ENG Dept | |
| | • To offer a great variety of learning opportunities beyond the classroom | • EngSoc organises at least eight activities, including English Week, Drama Competition and publications outside the classroom | • Records of work | Sept 2021 – Jul 2022 | ENG Dept | |
| | • To collaborate with Project Learning in S2 curriculum and facilitate students' learning in report writing | • A set of teaching and learning material is developed | • Records of work | Dec 2021 – Jun 2022 | ENG Dept, Project Learning | |
| • To promote deep learning by creating an English-rich environment | • To enrich students' learning experiences and broaden their exposure | • At least three English-related ECA are offered | • Records of work | Sept 2021 – Jul 2022 | ENG Dept | |
| | • To offer a great variety of learning opportunities beyond the classroom | • EngSoc organises at least eight activities, including English Week, Drama Competition and publications outside the classroom | • Records of work | Sept 2021 – Jul 2022 | ENG Dept | |
| | • To collaborate with Project Learning in S2 curriculum and facilitate students' learning in report writing | • A set of teaching and learning material is developed | • Records of work | Dec 2021 – Jun 2022 | ENG Dept, Project Learning | |

| • To promote deep learning through STEAM education and e-Learning | • To offer platforms for students to showcase their learning outcomes that involve deep and transfer learning | • Students participate in at least one STEAM exhibition. | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee, Project Learning Dept | |
|---|---|---|---|---|---|---|
| | • To implement and take part in cross-curricular STEAM activities/projects | • Implement the CUHK Jockey Club AI for the Future Project in ICT<br>• Implement the CUHK Jockey Club Stem in Action Project in Project Learning<br>• Take part in the HKU AI Database and Application Project<br>• Implement the QEF Project: School-based AI x STEM Creative Learning | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee, ICT Dept, Project Learning Dept | |
| | • To take part in the QTN project: "From Self-directed Learning to the Integration of STEM into School based Curricula" to develop learning activities with self-directed learning element in senior form STEM curricula | • 2 sets of learning activity related to "UV spectrometer" are developed in S4 | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee, CHEM Dept, PHY Dept | |
| | • To enrich the environment for applying Deep Learning to students | • At least 4 online free e-Learning tools are introduced to students, 2 for surface learning and 2 for deep learning | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee | |

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| • To provide students with multi-dimensional and diversified reading experience to enhance the deep reading | • To collaborate with Chinese and English Department to organise "Battle of the Books" | • Organise at least 1 internal competition | • Records of work | Oct 2021 – Jul 2022 | Library | |
| | • To collaborate with Chinese Department to organise "Book Club" activity | • Organise at least 1 Book Club activity | • Records of work | Oct 2021 – Jul 2022 | Library | |
| | • To collaborate with English Department to organise "Audio Book" activity | • Organise at least 1 Audio Book activity | • Records of work | Oct 2021 – Jul 2022 | Library | |
| • To empower teachers with professionalism in implement teaching ideas regarding deep learning | • To introduce the Professional Learning Community Session | • All subject teachers attend the Professional Learning Community Sessions | • Records of work | Oct 2021 – Jun 2022 | Teaching and Learning Committee | |
| | • To introduce Key Performance Indicators (KPI) for all teachers | • The KPI is set successfully<br>• 80% of senior form teachers (DSE subjects) complete the KPI with reflection | • Records of work | Oct 2021 – Jun 2022 | Teaching and Learning Committee | |
| | • To share the good practices among teachers | • 95% of teachers submit teaching plan illustrating the strategies that promote deep learning | • Records of work | Sept 2021 – Jun 2022 | Teaching and Learning Committee | |
| | • To conduct Lesson Observation to see how deep learning skills are put into practice | • 80% of the subjects meet the requirements (2 times for full-time teachers) | • Lesson observation record | Oct 2021 – May 2022 | Teaching and Learning Committee | |

**2.Major Concern：** **To empower our students with a positive and compassionate mindset; to inspire students with a sense of respect and responsibility towards society, our nation and the world**

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in charge | Resources Required |
|---|---|---|---|---|---|---|
| • To develop students with a positive and compassionate mindset, to inspire students with a sense of respect | • To organise Moral Education Day in the context of developing students with a positive and compassionate mindset, to inspire students with a sense of respect | • Organise Moral Education Day and invite students to share their resolutions<br>• Exceeding 80% of students make reflection and resolution following the activity | • Check on the no. of students making resolution following the event. | 20th Sept 2021 | Student Quality Nurturing Committee | |
| | • To organise activities to develop students with a positive and compassionate mindset, to inspire students with a sense of respect | • Organise 3 assemblies<br>• At least two whole-school activities | • Records of work | Sept 2021 – June 2022 | Student Quality Nurturing Committee | |
| • To improve the main experiential activities of each form to foster students' positive value and affective | • To organise different experiential activities to foster students' positive value and affective characteristics in different growth stages | • Organise at least 1 experiential activity for S1 to S5<br>• At least 80% of all students participate | • Records of work | Sept 2021 – May 2022 | Student Quality Nurturing Committee | |
| | • To organise value and affective education activities in class teacher periods and assembly | • Organise at least 1 class teacher period activity and assembly for S1 to S6<br>• At least 80% of all students participate | • Records of work | Sept 2021 – May 2022 | Student Quality Nurturing Committee | |
| • To nurture positive and proactive leaders with goals and view | • To organise and promote intramural events including Academic and Life Planning, Student Quality Management, Moral, Civic and National Education, Student Support and Administration of Extra-curricular Activities | • Each committee executes two events in this year | • Records of work | Sept 2021 – Aug 2022 | Student Potentials Development Committee | |

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| | • To organise Sun Kei forum | • Moral, Civic and National Education team organises Sun Kei forums at least 2 times | • Records of work | Sept 2021 – May 2022 | Student Potentials Development Committee |
| | • To organise activities related to academic and life planning | • Academic and life planning team organises at least 2 programmes or sharing sessions for students' life planning | • Records of work | Sept 2021 – Jun 2022 | Student Potentials Development Committee |
| | • To organise activities for promoting Arts Education and other learning experiences | • Other learning experiences committees arrange at least 2 school activities | • Records of work | Sept 2021 – Jun 2022 | Student Potentials Development Committee |
| • To build up positive values like self-confident, caring for others and commitment by promoting "Service Learning" | • To encourage S1-S5 students to participate both on and off campus volunteer service | • More than 70% of students participate in at least 1 volunteer service<br>• 1500 hours or above for the total service hours by the whole school | • Records of work | Sept 2021 – Aug 2022 | Student Potentials Development Committee |
| | • To participate the 4C Youth Volunteer Leadership Programme (S3-S5 students) | • Organise 1 volunteer service<br>• Join at least 1 volunteer service | • Videos produced | Sept 2021 – Aug 2022 | Student Potentials Development Committee |
| • To develop an I.E. (Invitational Education) Environment by the whole school | • To organise I.E. activities | • I.E. Activity on the first day of school year<br>• Inviting Classroom Design<br>• Wall of Grace<br>• ECA boards<br>• Post Examination Activity (Thanksgiving Activity) | • Records of work | Sept 2021 – Jul 2022 | Student Potentials Development Committee |

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| | • To promote I.E. atmosphere | • Produce at least 10 videos of school activities (cooperate with S.K. Media) | • Records of work | Sept 2021 – Aug 2022 | Student Potentials Development Committee | |
| • To nurture a sense of responsibility towards society filling citizen's responsibility through routine and special civic activities | • To organise activities for promoting Civic and National Education | • Organise 2 civic activities for the whole school throughout the year<br>• Organise 3 national activities for the whole school throughout the year<br>• Conduct 3 routine meetings in the year to review civic education activities and ensuing group discussion on current news | • Records of work | Sept 2021 – June 2022 | Student Quality Nurturing Committee | |
| | • National Flag Hoisting Ceremony & National Anthem Playing and Singing in Morning Assembly and Students Sharing: Promote National Education and develop students' national consciousness | • Conduct National Flag Hoisting every school day<br>• Conduct National Flag Hoisting and National Anthem Playing and Singing every week and in ceremonies at least 5 times throughout the year | • Records of work | Sept 2021 – May 2022 | Student Quality Nurturing Committee | |
| | • To participate in national security education activities and competitions<br>• To organise seminar to enhance the knowledge on national conditions | • At least 3 teams to join the activities or competitions in the year<br>• Organise at least 1 seminar in the year | • Records of work | Sept 2021 – May 2022 | Student Quality Nurturing Committee | |
| | • To organise Sun Kei Forum to let students concern themselves with and understand Hong Kong issues & development situation so as to enhance their sense of citizenship | • Organise at least 3 times throughout the year with 80% of S1 & S2 students attending at least 1 forum | • Records of work | Nov 2021 – May 2022 | Student Quality Nurturing Committee | |

| | • To participate in Citizenship Education activities and competitions | • Join 2 competitions for Senior form and junior form respectively | • Records of work | Sept 2021 – May 2022 | Student Quality Nurturing Committee | |
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| | • To organise Class Teacher Lesson Activities to educate national security and civic learning. | • Organise at least 2 Class Teacher lesson activities in a year | • Records of work | Sept 2021 – May 2022 | Student Quality Nurturing Committee | |
| • To implement the curriculum framework of National Security Education | • To include the learning elements covered in the curriculum framework into the formal curriculum of relevant subjects | • The learning elements are covered in the formal curriculum of all relevant subjects | • Inspection of document | Sept 2021 – Jul 2022 | Teaching and Learning Committee | |
| | • To ensure the teaching material is appropriate chosen according to the guideline of the curriculum framework | • Inspection of teaching material is carried out at least once every year | • Records of work | Sept 2021 – Jul 2022 | Teaching and Learning Committee | |

# Christian & Missionary Alliance Sun Kei Secondary School
## 2021 – 2022 Programme Proposal for Diversity Learning Grant - funded Other Programme (Gifted Education)

| Subject / Domain | Programme | Objective(s) | Targets (No./level/selection) | Duration/ Start Date | Deliverables | Teacher i/c | Budget |
|---|---|---|---|---|---|---|---|
| Chinese Language | Debate training course | To enhance students' high order thinking, debating skills and public speaking skills | • 15 S2 to S5 students<br>• Nominated by Chinese Department with specific criteria | 15 lessons from Oct 2021 to May 2022 | Students learn from the regular course and take part in debate competitions | Ms. Lau Wing-shan | HKD $ 5,000 (Tutor fee) |
| English Language | Debate training course | To enhance students' debating skills and public speaking skills | • 8 S4 to S5 students<br>• Nominated by English Department with specific criteria | 15 lessons from Oct 2021 to May 2022 | Students take part in debating competitions | Dr. Tam Ka-yi & Mr. Yan Haonam | HKD $ 6,000 (Tutor fee) |
| English Language | English-related courses offered by a local/ overseas tertiary institute | To deepen students' learning, broaden their horizons, enhance their English proficiency as well as to boost their higher order thinking skills | • 2-4 S4 to S5 students<br>• Nominated by English Department with specific criteria | Intensive summer courses in July/August 2022 | Students complete the courses and fulfill the course requirements | Dr. Tam Ka-yi | HKD $ 6,000 (Partial course fee) |
| Physics | Tutorial for the Physics Olympiad team | • To enrich students' knowledge in Physics<br>• To equip students with advanced skills to solve problems in Physics | • 10 S4 students<br>• Nominated by Physics teachers with specific criteria | At least 24 hours of training from Oct 2021 to May 2022 | • Students finish a set of assessment for each lesson<br>• Students are nominated to take part in Physics Olympiad competitions | Vice Principal, Mr. Ho Chun-yan | HKD $ 7,500 (Tutor fee) |

| Subject / Domain | Programme | Objective(s) | Targets (No./level/selection) | Duration/ Start Date | Deliverables | Teacher i/c | Budget |
|---|---|---|---|---|---|---|---|
| Information and Communication Technology (ICT) | Workshop on Robotic Arm | To boost students' coding skills and the understanding between coding and automation. | • 3-5 S4 to S5 students<br>• Nominated by ICT teachers with specific criteria | 6-8 lessons from Nov 2021 to May 2022 | Students build their application on Robotic Arm | Mr. Lei Wing-kuen & Mr. Wu Kam-kong | HKD $ 33,500 (Tutor fee and purchase fee) |
| Science KLA | Science-related courses offered by a local tertiary institute | To broaden students' horizons, enhance their science learning as well as to boost their higher order thinking skills | • 3-5 S4 to S5 students<br>• Nominated by Physics, Chemistry or Biology Department with specific criteria | Intensive courses from Nov 2021 to Aug 2022 | Students complete the courses and fulfill the course requirements | Ms. Chan Chor-yan & Ms. Chow Chi-yui | HKD $ 15,000 (Partial course fee) |
| Science KLA | Training Course of Innovative Design | To help students design the innovative product | • 4 S4 to S5 students<br>• Nominated by Science Subject teachers based on the problem- solving skills, students' interest and enthusiasm towards product design | 4 meetings from Oct 2021 to July 2022 | Students complete the courses and fulfill the course requirements | Mr. Chow Wing-hei | HKD $ 20,000 (Tutor fee and purchase fee) |
| Science KLA | Scientific Research Team | To let students explore the latest technology in STEM education | • 4 S4 to S5 students<br>• Nominated by Science subject teachers | 3 workshops from Oct 2021 to July 2022 | Students complete the courses and fulfill the course requirements | Mr. Chow Wing-hei | HKD $ 20,000 (Tutor fee, Hardware and purchase fee) |
| Robotics Team | Robotics Team | To equip students with programming skills and develop their problem-solving mindset | • 8 S4 to S5 students<br>• Nominated by teachers of Science subjects | 10 meetings from Oct 2021 to July 2022 | Students take part in Robotic competition | Mr. Chow Wing-hei | HKD $ 20,000 (Tutor fee and purchase fee) |
| • | | | | | | Total: | HKD 133,000 |

**Plan on Sister School Exchanges (2021/2022 School Year)**

School: Christian & Missionary Alliance Sun Kei Secondary School

Name(s) of the Mainland Sister School (1): Shanghai Minhang Tianyuan High School Affiliated to Beijing Foreign Studies University

Date of Forming Sister School: 6/2005

(2): Shenzhen Luohu Foreign Language School　　　　　Date of Forming Sister School: 12/11/2005
(3): Shanghai Datong High School　　　　　　　　　　Date of Forming Sister School: 13/4/2006
(4): Beijing Yuying School　　　　　　　　　　　　　Date of Forming Sister School: 14/6/2007
(5): Guangzhou Guangyuan Middle School　　　　　　　Date of Forming Sister School: 9/11/2007
(6): The Second High School attached to Beijing Normal University　Date of Forming Sister School: 19/10/2018

Part 1: Details of Exchange Activities

| Item No. | Name and Content of the Exchange Activity | Intended Objective(s) | Monitoring / Evaluation | Estimated Expenditure |
|---|---|---|---|---|
| 1. | - Balance b/f from 2020/2021 | - | - | - HK$151,354.79 |
| 2. | - Grant for the Sister School Scheme received 2021/2022 | - | - | - HK$157,125.00 |
| 3. | - Video-conferencing facilities 2021/2022 | - To facilitate cultural and academic exchange between students of Sui Kei and sister school(s) in the Mainland through video conference | - Staff meeting and IMC report | - HK$160,000.00 |
| 4. | - Surplus c/f to 2022/2023 | | | - HK$148,479.79 |
| | | | Total : | - HK$308,479.79<br>=========== |

# Christian & Missionary Alliance Sun Kei Secondary School
## Programme Proposal on the Promotion of Reading Grant
### 2021 – 2022

The major objectives for Promotion of Reading:

1. <u>Multi-dimensional and diversified reading experience to enhance the deep reading of students</u>
2. <u>Enrich reading material collection to cultivate students' personal qualities</u>

| Domain | Objectives | Targets (No./level/selection) | Duration/ Period | Deliverables | Teacher i/c | Budget |
|---|---|---|---|---|---|---|
| Library Books for Students | To strengthen students' reading habit | · All students | Sept 2021 – July 2022 | Teachers and students use the teaching and learning resources | Ms. Wong Mei Ying | HKD $55,019.94 |
| Reading Activities | To enhance deep reading of students | · S1 to S5 students | Sept 2021 – July 2022 | Students complete the activities and fulfill the requirements | Ms. Wong Mei Ying | HKD $12,000.00 |
| Prizes for Reading Scheme and Programme | To reinforce the reading culture in school | · All students | Sept 2021 – July 2022 | Students complete the activities and fulfill the requirements | Ms. Wong Mei Ying | HKD $7,000.00 |
| Newspaper & Magazines | To strengthen students' reading habit | ·All students | Sept 2021 – July 2022 | Teachers and students use the teaching and learning resources | Ms. Wong Mei Ying | HKD $10,000.00 |

# School-based After-school Learning and Support Programmes
## 2021/22 s. y.
## School-based Grant - Programme Plan

**Name of School:** <u>Christian & Missionary Alliance Sun Kei Secondary School</u>

**Staff-in-charge:** <u>Ms Chan Chor-yan</u>          **Contact Telephone No.:**    <u>21916022</u>

A.    The estimated number of students (count by heads) benefitted under this Programme is <u>60</u> (including A.<u>15</u> CSSA recipients, B.<u>30</u>  SFAS  full-grant recipients and C.<u>15</u> under school's discretionary quota).

B.    Information on Activities to be subsidised/complemented by the Grant.

| *Name / Type of activity | Objectives of the activity | Success criteria (e.g. learning effectiveness) | Method(s) of evaluation (e.g. test, questionnaire, etc) | Period/Date activity to be held | Estimated no. of participating eligible students# | | | Estimated expenditure ($) | Name of partner/service provider (if applicable) |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | A | B | C | | |
| Tutorial service and languages training | To strengthen academic foundation of the students so as to promo te their confidence and motivation in learning | 90% of targeted students attend the training | - Attendance record | 09/2021 – 08/2022 | 5 | 10 | 3 | **30,000** | |
| Visits and art /culture activities | To broaden the students' learning experiences outside classroom | 90% of targeted students attend the activities | - Attendance record | 09/2021 – 08/2022 | 5 | 25 | 6 | **50,000** | |
| Sports | To broaden the students' learning experiences outside classroom | 90% of targeted students attend the training | - Attendance record | 09/2021 – 08/2022 | 5 | 20 | 6 | **30,000** | |
| Communication skills and leadership training courses | To enhance the communication and leadership skills of students | 90% of targeted students attend the training | - Attendance record | 09/2021 – 08/2022 | 5 | 10 | 3 | **10,000** | |
| **Total no. of activities:  4** | | | | @No. of man-times | 20 | 65 | 18 | | |
| | | | | **Total no. of man-times | | | | | |

Note:

\* Types of activities are categorized as follows: tutorial service, learning skill training, languages training, visits, art /culture activities, sports, self-confidence development, volunteer service, adventure activities, leadership training, and communication skills training courses.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

\*\*Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

# Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (not more than 25%) (C) .

# Christian & Missionary Alliance Sun Kei Secondary School
# Expenditure Budget for SY21/22

Subject / Committee : TLC - IT team

Teacher-in-charge : KK Wu

Funding : eg. BR (Baseline Reference, formerly S&C) , DLG (Diversity Learning Grant), LWLG (Life-wide Learning Grant), TRG (Teacher Relief Grant) …

| Item | Expenditure details | Funding (Please specify) | Amount Applied | Amount Approved | Previous Year Expenditure |
|---|---|---|---|---|---|
| 1 | Purchase of IT-related consumables (e.g. ink cartridge, toner, paper, CD, projectors' lamps) and other non-inventory IT peripheral items (such as earphones, mouse, flash drives and webcams) | CITG | 80,000.00 | | 41,747.62 |
| 2 | Purchase of digital resource materials for learning and teaching, including annual subscription/renewal fees for licences & software, and other charges for on-line learning resources | CITG | 100,000.00 | | 106,758.94 |
| 3 | Internet connectivity and Internet security services, including subscription of WiFi services, purchase of portable WiFi router and mobile data SIM card, annual renewal of anti-virus software and firewalls, subscription/renewal of domain names | CITG | 90,000.00 | | 85,697.00 |
| 4 | Employment of technical support personnel / hire of TSS from service provider | CITG | - | | |
| 5 | Arrangement of maintenance services for school's IT facilities procured by government funds, e.g. maintenance or replacement of mobile computing devices | CITG | 30,000.00 | | 16,210.00 |
| 6 | "Upgrade and replacement of school's IT facilities<br>- One-off expenditure $340,000 is reserved for the upgrade of Interactive Whiteboard System<br>- One-off expenditure $120,000 is reserved for providing iPad to each teacher<br>- One-off expenditure $110,000 is reserved for replacing existing 22 PC which are used for ~10 years" | CITG | 600,000.00 | | 198,427.00 |
| | Total | | 900,000.00 | - | 448,840.56 |

Checked by _____

Approved by _____

## Christian & Missionary Alliance Sun Kei Secondary School
## Proposal on Use of Citizenship and Social Development Grant (for school year 2021-2022)

**Teacher-in-charge:** Mr Lau Kam-fai

**Income:**

The total amount of grant:                          $300,000

**Proposed expenditure:**

| | Area | Proposed expenditure in school year 2021-2022 |
|---|---|---|
| i. | Developing or procuring relevant learning and teaching resources<br>e.g. Purchasing online learning and teaching resources from publishers / Audio and visual resources as teaching materials / Teachers' reference books | $36,000 |
| ii. | Subsidising students and/or teachers to participate in Mainland interflow activities or study tours relating to the CS curriculum | $0 |
| iii. | Organising school-based learning activities relating to the CS curriculum | $2,000 |
| iv. | Organising or subsidising students to participate in joint-school / cross-curricular activities relating to the CS curriculum held in Hong Kong or in the Mainland | $0 |
| | Total proposed expenditure in school year 2021-2022: | $38,000 |