

Budget for Capacity Enhancement Grant for 2020/2021

**Grant From EDB: \$647,000**

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required 20-21	Success Criteria	Method(s) of Evaluation	People Responsible
<b>English Department</b> 1. Enhancing teaching quality	1. Debating - Assisting teachers in training new and experienced debaters.	Employing experienced trainers to conduct debate courses for experienced students and students new to debate. Students will be trained for inter-class and inter-school events.	Through training and practice sessions, debaters will be equipped with debating & presentation skills.	1/9/2020-31/8/2021	Salary to trainers: \$500 per session approximately \$18000 a year	Students' outstanding performance in the inter-class and inter-school debating competitions	Evaluation of students' performance in the speaking domains such as debate contests and friendly debates	Ms C Yam
	2. S6 Oral Practice - Preparing students for DSE English speaking examination and relieving S6 teachers' workload in oral training.	Employing former students who attained 5* to 5** in speaking exam to conduct speaking practice sessions for all S6 students before DSE speaking exam begins.	Students will acquire proper skills to prepare themselves for the speaking examination.	April 2021- May 2021	Salary to trainers: \$60 per hour x 8 days x 4 hours per day x 4 helpers = \$7680	Students' performance in DSE speaking examination – 40% of students achieving 5 or above in the speaking exam.	Comments on helpers' performance from S6 teachers and students & students' performance in the HKDSE	Ms C Yam
	3. S1-4 Writing Workshop- Enhancing students' writing skills.	Employing a writing coach to conduct writing workshop after school.	An extra opportunity will be provided for interested students to enhance writing skills after school.	first/ second term	Salary to coach: \$600 per hour x 6 lessons = \$3,600	Participants enjoy attending the lessons and their writing skills being enhanced.	Comments from students and teachers.	Ms C Yam
	4. S1-4 Public Speaking Workshop- Enhancing students' proficiency in English.	Employing a coach to conduct public speaking workshop after school.	An extra opportunity will be provided for interested students to take part in public speaking.	first/ second term	Salary to coach: \$600 per hour x 6 hours = \$3,600	Participants enjoy attending the lessons and feel more competent in doing public speaking.	Comments from students and teachers.	Ms C Yam
2. Enhancing teaching quality	1. Student Assistant - Assisting in administrative duties.	Employing former students to help teachers to carry out data analysis.	Teachers will have more time to refine teaching materials.	1/11/2020-30/7/2021	Salary to helper: \$50 per hour x 20 hours x 1 helper = \$1,000	Quality teaching materials	Teachers' comments & feedback	Ms C Yam
	2. Proofreader and Editor - Polishing students' entries for competitions.	Employing a proofreader/ an editor to help polish students' entries for various external competitions.	With the help of a proofreader, teachers can spend more time on teaching. More efforts can be put in refining students' work, hence the chance of winning would be higher.	1/9/2020-30/6/2021	Salary to helper: \$100 per essay x 60 essays = \$6,000	Results in the writing competitions -- shortlisted or winning	Students' performance and results in various writing competitions	Ms C Yam

	4. Speech Festival	Hiring a coach to give speech training to students participating in Choral Speaking.	Students will receive professional training from an experienced coach.	1/10/2020-30/11/2020	Salary to coach: \$600 per lesson x 8=\$4800	Students feel confident taking part in the competition. High scores are expected.	Results from Speech Festival Association. Feedback from teachers and students.	Ms C Yam
	5. Expert Writing Markers	Employing outsider markers to help mark students' compositions. S5-6 students are invited to write compositions for improvement.	Potential students will be able to write more and have their work being marked with detailed comments while teachers workload will not be increased. Students will be able to receive different comments from another marker.	1/12/2020-15/4/2021	Salary to markers: \$60 per essay x 100 essays = \$6,000	Students' work being marked and given detailed comments by the marker hired. Students will be more confident in writing paper.	Comments from teachers and students	Ms C Yam
					<b>Total = \$50,680</b>			
<b>Chinese Department</b>	1) To assist teachers in the training of new and young debaters.	Hiring coaches to design the training programme and be team leaders for friendly debates activities.	The workload and duty of teachers will be relieved.	From 26/6/2021-31/8/2021	Helpers: 1-2 Cost: \$100 per hour No. of hours: 20 Total Cost: \$2000	New debaters will learn the basic skills of debate.	Performances in various debate contests	Mr. Siu KC
	2) To assist teachers in speech competition training.	Hiring coaches to train students for speech competitions.	The workload and duty of teachers will be relieved.	From 1/09/2020-31/08/2021	Helper: 1-2 Cost: \$8000 for speaking competitions No. of hours: 32 Total Cost: \$8000	Students will learn the basic skills of speech.	Performances in various speech contests	Mr. Siu KC
	3) S4-S6 Oral Practice - Relieving S4-S6 teachers' workload in oral training and help preparing students for the Chinese oral examinations.	Hiring helpers to prepare students for oral examination.	The workload and duty of teachers will be relieved.	From 1/09/2020-31/8/2021	Helpers: 1-5 Cost: \$100-\$120 per hour No. of hours: 200 Total Cost: \$24000	Students get better results in oral examinations.	Performances in various examinations	Mr. Siu KC
					<b>Total = \$34,000</b>			
<b>Library Assistant</b>	Assisting the teacher librarian to perform her duties.	Hiring a library assistant to assist the teacher librarian.	Teacher librarian's workload will be relieved.	From Sep 2020-Aug 2021	Salary \$20688 x 105% x 12 months	Teacher librarian can spend more time on teaching.	Teacher librarian's comment on library assistant's performance	Ms. A. Tai
					<b>Total = \$260,668.80</b>			
<b>Chinese Assistant Teacher</b>	Helping teachers with administrative work.	Employing a full time Chinese Assistant Teacher.	The workload and duty of teachers will be relieved.	From Sep 2020-Aug 2021	Salary \$21340 x 105% x 12 months	Teachers can spend more time on teaching.	Chinese Assistant Teacher helped teachers a lot with administrative work and taught junior form students.	Mr. Siu KC
					<b>Total = \$268,884.00</b>			
					<b>Total Expenditure: \$614,232.80</b>			

**Expected Surplus: \$32,767.20**