

SKH LAM WOO MEMORIAL SECONDARY SCHOOL

**Plan on Use of the Capacity Enhancement Grant (2007/2008)**

Name of school: SKH Lam Woo Memorial Secondary School

Means by which teachers have been consulted: staff meeting

No. of operating classes: 31

<b>Task Area</b>	<b>Major Area of Concern</b>	<b>Strategies/Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Method(s) of Evaluation</b>	<b>People Responsible</b>
Coping with diverse and special learning needs of students in English	To provide more attention and care to the less able students in English	To employ one full-time English teacher to take over some English classes & to conduct small class teaching in junior forms	-Small class teaching can be arranged in junior forms -Learning diversity can be reduced in average language classes -Low achievers enjoy more individual care & attention -Relieve workload of some teachers to focus on curriculum enrichment	Sept 07 -Aug 08	Salary of one temporary English teacher (Point 14) for the year- \$237,384 (including 5% MPF)	-remedial classes have improvement in English -students in remedial classes have stronger interest in learning -Quality of teaching shows improvement -more student-centred materials can be produced	-performance of students in junior forms -Lesson observation & exercise inspection of teachers concerned -English Department evaluation meeting	Ms Wong PY

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Curriculum Development	To enhance learning and teaching in Chinese language & liberal studies subjects	Hire 2 full-time teaching assistants To help prepare student-centred teaching materials & help organize activities	-related subject teachers could have workload relieved & could focus on teaching methodology -Assist teachers in design & produce teaching materials -co-curricular activities could be arranged to boost learning	Sept07-Aug08	Salary of 2 teacher assistants for 12 months(\$9500 & \$10,000 respectively per month each) -\$245,700 (including 5% MPF)	-The compilation of curriculum materials -more frequent co-curricular activities arranged to arouse interest & enhance learning	-Academic Administrative Section Head & the Chinese /Liberal Studies Department Heads monitor the work -Feedback from subject teachers on attitude & effectiveness of the teaching assistants	Mr Mak CS Mr Chan CW Mr Cheng HY