

SKH LAM WOO MEMORIAL SECONDARY SCHOOL

Plan on Use of the Additional Time-Limited Funding of Capacity Enhancement Grant in 2007/2008 School Year

Name of school: SKH Lam Woo Memorial Secondary School

Means by which teachers have been consulted: staff meeting

No. of operating classes: 31

Task Area	Major Area of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Territory-wide System Assessment (TSA)	Relieve teachers' workload so that they can concentrate on developing effective learning & teaching strategies to improve and enhance the effectiveness of Chinese teaching	Employ 1 full time Chinese teacher responsible for -3 classes of Chinese, clerical work, F3 debate competitions, & marking creative writing	-Relieve teachers' load in administrative work of TSA -Update, revise & develop learning materials based on students' needs for Chinese	Sept 07- Aug 08	Salary of 1 temporary Chinese teacher (Point 14) for 1 year -\$237,384 (including 5% MPF)	-Students show stronger interest in learning -Students improve in learning methods -Teachers cater better to students' needs -Teachers concentrate better on curriculum development	-Records of student learning -Lesson observation & exercise inspection of teachers concerned -Assessment tools developed by teachers -Chinese Department evaluation meeting	Mr Chan CW

Task Area	Major Area of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Coping with diverse and special learning needs of students in English// Territory-wide System Assessment	-To provide more attention and care to the less able students in English - Relieve teachers' workload so that they can concentrate on developing effective learning & teaching strategies to improve and enhance the effectiveness of English teaching	Employ 1 full time English teacher responsible for: -3 English classes -IT Team -Drama Club -Student Development Team	-Enhancement & remedial teaching can be arranged in junior forms -Learning diversity can be reduced in average language classes -High/Low achievers enjoy more individual care & attention	Sept 07- Aug 08	Salary of one temporary English teacher (Point 14) for the year- \$237,384 (including 5% MPF)	-Percentage of students in enhancement & remedial classes showing improvement in English -Improvement in quality of teaching & marking of students' assignments -student-teacher class ratio reduced -teachers are better able to motivate students & to cater to their learning needs -teachers have more time to enrich curriculum content	-Records of student learning -Lesson observation & exercise inspection of teachers concerned -Assessment tools developed by teachers -English Department evaluation meeting	Ms Wong PY

Task Area	Major Area of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Curriculum Development (Assessment for Learning)	Facilitate the implementation of school-based assessment (SBA) in Chinese language subject	Employ 1 full time Chinese teacher responsible for: -3 classes of Chinese, enhancement class, extensive reading, after school writing course, learning portfolio	-relieve workload of Chinese teachers to better organize learning activities & monitor students' progress -revise & enrich curricular materials More time for making logistical arrangements for SBA	Sept07-Aug08	Salary of 1 temporary Chinese teacher (Point 14) for 1 year -\$237,384 (including 5% MPF)	-increased SBA learning/teaching resource materials tailored to students' needs -teachers' workload can be relieved -practical & flexible arrangements to facilitate SBA implementation	-Records of student learning -Lesson observation & exercise inspection of teachers concerned Chinese Department evaluation meeting	Mr Chan CW

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Curriculum Development (Assessment for Learning)	To facilitate implementation of School-Based Assessment (SBA) in English language	Hire 1 full-time teaching assistant to take up administrative duties & to help run English Corner	-Relieve teachers of workload in conducting learning activities & monitor students' progress -Handling logistical matters related to English Corner	Sept07-Aug08	Salary of 1 teacher assistant for 12 months (\$9500 per month each) - \$122,325 (including 5% MPF & \$2625 gratuity)	-Efficiency and quality of work -Increased amount of SBA learning resource/materials tailored to students' needs -Teachers' workload has been relieved	-Performance appraisal on the teaching assistant -Feedback from students/teachers on the usefulness of learning/teaching materials -improved attendance at English Corner	Mr Mak CS Ms Wong PY