

**Hong Kong Baptist University Affiliated School  
Wong Kam Fai Secondary and Primary School  
Plan on the Use of Capacity Enhancement Grant (2008/09)**

Task Area	Major Area(s) Of Concern	Implementation Plan	Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Chinese Language skills development (Putonghua)	To reinforce the Putonghua training of the students	To employ a Teaching Assistant to foster student Putonghua proficiency to support their learning needs in Chinese Language	To facilitate the teaching progress as the average language standard of students is enhanced	From September 2008 to August 2009	Salary for Teaching Assistant :  Salary:\$189,420.00 Gratuity:7898.81 MPF:\$9471.00 <u>Total:</u> <u>\$206,789.81</u>	Teachers and students can communicate in Putonghua in lessons and other activities	Performance appraisal of the Putonghua Teaching Assistants	CHAN Pui Yau (Chinese Language Panel)
Other Learning Experiences (OLE) and Physical Education	Provide students with a wide exposure to other learning experiences.	To employ a Teaching Assistant to assist the running of OLE and the grouping in specialized training program in Physical Education.	OLE curriculum will be organized to supplement the regular lessons, in order to enrich students learning experiences.	From September 2008 to August 2009	Salary for Teaching Assistant:  Salary:\$189,420.00 Gratuity:7898.81 MPF:\$9471.00 <u>Total:</u> <u>\$206,789.81</u>	A well organized OLE curriculum is established. Students' strength in Physical Education is well developed.	Performance appraisal of the Teaching Assistant	Ms Tang Chun Yan Jenny (OLE coordinator)

	<b>Income</b>	<b>Expenditure</b>
<b>Capacity Enhancement Grant available for the year 2008/2009</b>	<b>417,000</b>	
<b>Total budget for Capacity Enhancement Grant in 2008/2009</b>		<b>413,579.62</b>
<b>Surplus</b>		<b>3420.38</b>