

Hong Kong Baptist University Affiliated School  
Wong Kam Fai Secondary and Primary School  
Use of Capacity Enhancement Grant (2011 / 12)

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-Charge
Support and enhance IT in Education	To promote the use of IT in teaching and learning	Employ an IT assistant to provide technical support to teachers on the use of IT in lessons	Teachers' workload in preparing IT teaching materials will be supported	From September 2011 to August 2012	Salary for IT assistant: \$122,580+\$6,129(MPF) = \$ <u>128,709.-</u>	<ul style="list-style-type: none"> <li>● The amount of support provided to students</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers' feedback</li> <li>● Performance appraisal of IT assistant</li> </ul>	Mr William Luk (ICL coordinator)
Support and enhance teaching and learning in Chinese	To provide support to students' learning in lessons	Employ a TA to support students in Chinese lessons	Teachers will be supported with the TA taking care of some students with learning needs	From September 2011 to August 2012	Salary for Chinese TA: \$202,260+\$10,113(MPF) = \$ <u>212,373.-</u>	<ul style="list-style-type: none"> <li>● The amount of support provided to students</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers' feedback</li> <li>● Performance appraisal of Chinese TA</li> </ul>	Ms Wing Lam (Prefect of Studies)
Support and enhance teaching and learning in English	To provide support to students' learning in lessons	Employ a TA to support students in English lessons	Teachers will be supported with the TA taking care of some students with learning needs	From September 2011 to August 2012	Salary for English TA: \$202,260+\$10,113(MPF) = \$ <u>212,373.-</u>	<ul style="list-style-type: none"> <li>● The amount of support provided to students</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers' feedback</li> <li>● Performance appraisal of English TA</li> </ul>	Ms Wing Lam (Prefect of Studies)

Support and enhance the teaching and learning in Math	To provide support to students' learning in lessons	Employ a TA to support students in Math lessons	Teachers will be supported with the TA taking care of some students with learning needs	From September 2011 to August 2012	Salary for Math TA: \$202,260+\$10,113(MPF) = <u>\$212,373.-</u>	<ul style="list-style-type: none"> <li>● The amount of support provided to students</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers' feedback</li> <li>● Performance appraisal of Math TA</li> </ul>	Ms Wing Lam (Prefect of Studies)
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	Income	Expenditure
Capacity Enhancement Grant available for the year 2011/12	\$734 x 891 = <u>\$653,994-</u>	
Total budget for Capacity Enhancement Grant in 2011/12		\$128,709+\$212,373+\$212,373+\$212,373= <u>\$765,828.-</u>
The deficit will be covered by the School		-\$111,834.-