

**Hong Kong Baptist University Affiliated School
Wong Kam Fai Secondary and Primary School
(Secondary Divison)**

Plan on the Use of Capacity Enhancement Grant (2016/17)

	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
1	Widen opportunities for students' OLE experience (in Secondary School)	Foster students' personal growth with a view to encouraging their individuality, initiative and creativity	Recruit an OLE Assistant (OLEA) to organize and implement extra-curricular activities such as sports, local excursions, visits, students' performances, etc.	Minimize workload of some teachers in organizing such activities	From September 2016 to August 2017	Salary of OLEA: \$138,000 plus \$6,900 (5%MPF) = \$144,900-	<ul style="list-style-type: none"> • Number of students joining the activities; and • 70% of the participants show a positive attitude towards the activities 	<ul style="list-style-type: none"> • Implementati on record; and • quantitative evaluation from students 	Mr Kidd Lee (Head of ECA and OLE)
2	Develop students' reading habit and assist the Librarian in organizing activities (in Secondary School)	Develop students' reading habit and to further promote reading and writing among students	Recruit an Librarian Assistant (LA) to organize and implement the programmes	Minimize workload of the librarian in organizing such programmes	From September 2016 to August 2017	Salary of LA(1) \$144,900 plus \$7,245 (5%MPF) = \$152,145	<ul style="list-style-type: none"> • Number of students joining the activities; and • 75% of the participants show a positive attitude towards the programmes 	<ul style="list-style-type: none"> • Implementati on record; and • quantitative evaluation from students 	Mr. Eric Lo Chi Chung (Vice Principal)

3	Develop students; potential in aesthetic education (in Secondary School)	Develop students' multi-talent and nurture their self-confidence with positive attitude through aesthetic education	Recruit an professional Aesthetic Education Coordinator (AEC) to organize and implement aesthetic education and performing Arts programs	Minimize workload of some teachers in organizing such programmes	From September 2016 to August 2017	Salary of AEC: \$189,000 plus \$9,450 (5%MPF) = \$198,450	<ul style="list-style-type: none"> • Number of students joining the programmes; and • 75% of the participants show a positive attitude towards the programmes 	<ul style="list-style-type: none"> • Implementati on record; and • quantitative evaluation from students 	Mr Kidd Lee (Head of ECA and OLE)
4	To assist the Librarian in looking after the satellite library and to organize reading programs	Develop the reading atmosphere and good use of the venue	Recruit a part time junior Librarian to well organize the reading materials and implement programs prepared by the department heads	To minimize the workload of teaching staff	From January to June 2017	Salary of the LA(2) \$54,000 plus \$2,700 (5%MPF) = \$56,700-	<ul style="list-style-type: none"> • Number of students joining the reading programmes; and 75% of the participants show a positive attitude towards the programmes 	<ul style="list-style-type: none"> • Implementati on record; and • quantitative evaluation from students 	Mr. Eric Lo Chi Chung (VP of the School)

	Income	Expenditure
Surplus brought from 2015/16	\$30,048-	
Capacity Enhancement Grant Available for the Year 2016/17	881 x \$650 = \$572,650	\$144,900 + \$152,145 + \$198,450 + \$56,700 = \$552,195
Total Budget for Capacity Enhancement Grant in 2016/17		
Surplus/Deficit		\$50,503-