

St. Louis School : Plan on Use of Capacity Enhancement Grant (CEG) in 2010/11 School Year

Means by which teachers have been consulted: Open invitation and staff meetings

No. of operating classes: 28

CEG received (2010/11): 471,771.00

No.	Program Title	Task Area#	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
1	IT Assistant	A & D	To provide a comprehensive technical support to students, teachers and administrators on all aspects relating to IT usage and facilities	To employ one full-time IT assistant in providing IT services: purchasing work, hardware and software maintenance, WebSAMS, eClass, SLS main web page, Print service, Web-based learning service, storage services, ECA service, Resource & booking service, announcement service, running 3 computer laboratories, multimedia production for teaching and examination etc.	<ul style="list-style-type: none"> The workload of the administrative staff and the IT team will be relieved; Teachers will be relieved of some of the workload and be technically supported in using IT on learning & teaching and in communicating externally and internally. 	1/9/2010 - 31/8/2011 (12 months)	<i>Salary:</i> <i>\$10500 per month</i> <i>(+MPF: 525 x 12 = 6300);</i> <i>Total salary:</i> \$132,300	More than 75% of the IT services listed in the Annual Plan can be provided.	- Performance appraisal on the IT assistants - Teachers' feedback;	TYS
2	Religious Education Master	A, D & E	<ul style="list-style-type: none"> To supervise and co-ordinate the overall religious education and activities of the School; To take up a sharing part in the teaching duties of the Religious Studies Panel; To organize & monitor the running of the religious soldalities; To offer religious education lessons for the catholics and catechists in the General Education program; To assist pastoral caring of the students; To assist teachers in carrying out the duty of "presence" on the weekly Religious Formation Day 	To employ one full-time staff (including a personal assistant) as the Religious Education Master	The workload of all the teachers, particularly the teachers of the Religious Studies Panel and the pastoral care team will be relieved.	From 1/9/10 until 31/8/11	Salary of the Religious Education Master for the year Monthly salary \$12,127.5 x 12 months = \$ 145,530 (+MPF: \$500 x 12 = \$6,000) Total: 151,530	75% of the teachers concerned (panel/team members of Religious Ed. Panel, Religious Activities Team and Pastoral Care Team) agree that their workload is relieved and the overall behaviour of students is improved.	Survey	NDL

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3	Oral Training Course in Putonghua (S1-3)	B & C	<i>Catering the diversity of students;</i> <i>Improve students' speaking skills:</i> To give opportunities to more capable students as school representatives in Speech Festival	To recruit tutors from the Yihai Putonghua Learning Centre in conducting 12 supplementary lessons for selected students.	The workload of the Putonghua teaching staff be relieved and students will benefit.	From 10/10 to 11/10 (after school hours)	Salary of the tutors – \$5,400 (\$450/hr x 12)	Participants achieve rewarding results in Speech Festival	Results & Feedbacks from adjudicators of Speech Festival.	YLL
4	Oral Examination helpers	D	To provide much needed assistance to teachers in conducting oral exams.	To employ past students as helpers in conducting oral exams. (2 helpers for each exam / level)	The teaching load of the teachers in the English panel will be relieved	Exam periods	Remuneration of helpers: \$3,000 \$200 x 15 helpers	Smooth running of the oral exams.	Evaluation by the panel and the examiners.	CWW
5	SGT Training Camp	C	Development of mentors (F3-F6). Enhancing their ability as leaders. Development of S1 students. Enhancing their adaptability to face the change of secondary lives.	To organize training camp to equip knowledge and skill to facilitate mentors' growing	<ul style="list-style-type: none"> ◆ to enhance the mutual support among higher form and lower form students. ◆ to assist F.1 students to adapt the secondary school life 	August, September 2010	Training fee for 25 students: 25x\$100= Total: \$2,500	75% of the participants find the activity useful.	Questionnaire	YYP
6	Chinese Music Orchestra Subsidy Scheme	E	To facilitate training and running of the School Chinese Music Orchestra.	To employ professional musicians as instructors and conductors of the School Chinese Music Orchestra.	Tuition fee of the participating students will be subsidized; Workload of the teacher advisors and the music teachers will be relieved.	After school hours throughout the academic year 10-11	Subsidy of remuneration of the instructors / conductors: \$35,000	<ul style="list-style-type: none"> • Steady increase in students' enrolment; • Attendance rate of participants reaches 75% or above; • Satisfactory number of open performances 	<ul style="list-style-type: none"> • Appraisal on the instructors / conductors; • Attendance record; • Performance in open contests and open events 	LCYJ
7	Leadership Training Camp	C&E	Target Group: S4-S6	Some students are responsible for preparing a leadership training program for their fellow schoolmates in a residential camp.	Student can improve their leadership skills and strengthen their sense of belongings to the school	4D3N (Summer, 2011)	\$50 each for 48 participants and \$300 each for 13 Organizing Committee members Total: \$6300	No. of participants>48	Evaluation (discussion) would be made by the end of the program.	CWK/ WCK

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8	Junior Training Program	C&E	Target Group: S1-S4	Some students are responsible for preparing a leadership training program for their fellow schoolmates in a residential camp.	Student can improve their leadership skills and strengthen their sense of belongings to the school	3D2N (Summer, 2011)	\$50 each for 48 participants and \$200 each for 23 Organizing Committee members Total: \$7000	No. of participants > 48	Evaluation (discussion would be made by the end of the program.)	CWK/ WCK
9	NSS- Science (Phy, Chem, Bio) Remedial Program (S4)	C	Catering the diversity of students: To provide extra learning opportunities for the academically weak students.	To employ a tutor in holding tutorial lessons (20 lessons) for bottom 40 students of S4 of each subject	The workload of the Science teaching staff will be relieved and students will benefit.	Sept 10 – June 11 Phy: Mon Chem: Tue Bio: Thu	Tutor's remuneration: (\$400/lesson; 1.5 hr/lesson) \$400 x 20 x 3 = \$24,000	<ul style="list-style-type: none"> • More than 50% of participants attain an attendance of 50%; • Their participation in class and learning attitude is considered as good by the tutors; • The participants consider the course useful. 	<ol style="list-style-type: none"> 1. Observe the students' attendance, participation in class and learning attitude; 2. Tutors and students involved will be asked to comment on the following aspects of the course: <ul style="list-style-type: none"> (i) content, (ii) approaches, (iii) time, (iv) arrangement, and (v) others. <p>Scrutinizing documents: attendance record, questionnaires</p>	CYW

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10	NSS-Science (Phy,Chem, Bio) Remedial Program (S5)	C	Catering the diversity of students: To provide extra learning opportunities for the academically weak students.	To employ a tutor in holding tutorial lessons (20 lessons) for bottom 40 students of S5 of each subject	The workload of the Science teaching staff will be relieved and students will benefit.	Sept 10 – June 11 Wed: Chem, Thu: Bio, Fri: Physics	Tutor's remuneration: (\$400/lesson; 1.5 hr/lesson) \$400 x 20 x 3= \$24,000	<ul style="list-style-type: none"> • More than 50% of participants attain an attendance of 50%; • Their participation in class and learning attitude is considered as good by the tutors; • The participants consider the course useful. 	<ol style="list-style-type: none"> 1. Observe the students' attendance, participation in class and learning attitude; 2. Tutors and students involved will be asked to comment on the following aspects of the course: (i)content, (ii)approaches, (iii)time, (iv)arrangement, and (v)others.Scrutinizing documents: attendance record, questionnaires 	CY W
11	親炙作家講座		2.2	邀請作家到訪本校	提高同學閱讀興趣	一次	\$800	同學踴躍投入	讀書報告	MP Y
12	OLE-Community Service program, with Caritas	A,C &E	Target Group: ALL S4	Students would carry out different service under the guidance of social workers.	Students would think more about issues in the community.	5 lessons + 1 outing + GE lesson for presentation	There are 10 groups (20 ppl per group) in total. The total amount is \$10,000.	90% of students can complete the program successfully	Meetings would be hold with social workers from Caritas	CW K/ WC K
13	Prefects' Association Training	E	<ul style="list-style-type: none"> - Trainings are provided to prefects for handling discipline problems. - To build up confidence, teamwork and leadership skills among prefects as student leaders. 	<ul style="list-style-type: none"> - To organize training camps and workshops for the prefects to facilitate their growth. 	<ul style="list-style-type: none"> - To equipment the students with knowledge and skills to handle discipline problems. - The workload of discipline teachers will be relieved. 	Oct 10 – Mar 11	Training fee for 80 students: \$100 X80 = \$8,000	75% of the participants find the activity useful	<ul style="list-style-type: none"> - Observations from teacher advisors. - Feedback from the participants 	FSM

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14+	S3 leadership training course	C&E +	Target Group: 30 Selected S3	Students can acquire knowledge about activities and the practical procedures of holding an activity in the school.	Students are better prepared to organize programmes when they are in S4.	4 lessons	tutor fee for 3 tutors Total: \$4500	Over 90% of attendance	Meetings would be hold after the program with the tutors.	CWK/ LTW
15+	Sandip Burman Master Class	C&E	To provide an opportunity for a group of students (about 40) to watch, enjoy and participate a world-class musician of Indian percussion music.	Mr Sandip Burman will travel from USA to Hong Kong in late October 2010 and he will come to St Louis School for a one to one and a half hours session of introducing Indian Percussion music.	The selected group of students will have a valuable opportunity to watch a world-class professional Indian percussion musician to play live & demonstrate various technique through performing the traditional Indian percussions instruments.	About 26 Oct 2010, 1 to 1 and a half hours session.	(1) G.P. Room (2) A payment of \$4000	Musically trained students will have an opportunity to enhance their music sense and technique after this master class.	Survey	CCK
16+	S5 Chemistry Consolidation Course	C	Catering for the diversified needs of students	<ul style="list-style-type: none"> With the student-oriented principle, provide a broad and diversified teaching method so as to cater for the diversified learning of students. Conduct consolidation classes. 	Students with different abilities will progress and the more capable students will strive for excellence in learning.	April - June 2011 Once a week; one and half hours for each lesson. 4 lessons altogether.	Photocopying fee of worksheets and notes.: \$300 Tutor's fee: \$3200 Total: \$3500	<ol style="list-style-type: none"> More than 85 % participants attend the course punctually. More than 85% participants rate 3 or above (out of 5) in different items in Course Evaluation Questionnaires. 	<ol style="list-style-type: none"> Record students' attendance. Course Evaluation Questionnaires collected the participants' responses. 	LCY/ LHF
17+	Life Wide Learning Day	E	Catering for the diversified needs of students A whole school function (S1-S6)	<p>Different kinds of activities are provided through real contexts and authentic settings.</p> <p>S1: Visit of church S2: Hiking and BBQ S3: Building Straw Towers S4: Ice Skating, Hockey, Bowling, Golf S5: Visit of Museums S6: Student helper</p>	Students learn real experiences from real contexts and authentic settings. It is to address different kinds of learning not covered in a traditional classroom.	29 Oct 2010	Transportation fee, tutor fee, Photocopying fee Total: \$37636.7	Over 90% of students take part in the programme	<ol style="list-style-type: none"> Evaluation meeting Over 90% of students participating in the programme 	CYW

Total :
\$ 459,466.7
\$

Legend:

A: curriculum development; B: enhancing students' language proficiency; C: coping with the diverse and special learning needs of students; D: school administration; E: school activity.

+ New program

Expected CEG available this year (10-11): CEG to be received: 471,771.00

Forecast surplus this year to be deployed from OEGB = 12,304.3

** Actual amount subject to annual adjustment with Composite Consumer Price Index (CCPI)

CYW

01/12/2010