



Po Leung Kuk 1983 Board of Directors' College
Evaluation Report on the Use of Capacity
Enhancement Grant
&
Additional Time-limited CEG
(2005/06)

Po Leung Kuk S6 School (Grammar, aided and coeducational)
保良局屬下第六所中學 (文法學校、資助、男女校)

Member of TABS (Towards a Better School) Movement
學校達善運動創會會員 (1995 至今)

IQEA (Improve the Quality of Education for All in HK) school
教育統籌局「改善全港教育質素計劃」成員學校

Member of School-University Partnership (HKU)
香港大學「學校夥伴計劃」中學成員

Member of Quality Education Alliance
華都獅子會「優質教育同盟」成員

First batch of SSE cum ESR schools
首一百間自評及外評學校

Evaluation Report on the Use of Capacity Enhancement Grant & Additional Time Limited CEG (2005-2006)

Programme

Background

CEG for secondary schools (2005-2006) was aimed to relieve teachers' workload, so that they can focus on the opportunities and challenges brought by education reform, including in particular those relating to:

1. Curriculum development (including the integration of information technology in teaching);
2. Students' language proficiency
3. Coping with diverse student needs, ranging from the gifted to the academically low achievers.

Responsibility

1. School principal as the controller.
2. Program proposals by open nominations. Monitoring by Teacher i/c.:-

CEG	Curriculum Development	Ms Chik ML
	Promote use of IT in teaching	Mr. Kwan LS
	Diverse development of students	Mr. Law MW
	Curriculum Development (General)	Mr. Tong WL
Additional Time Limited CEG	Curriculum Development (Assessment for learning)	
	➤ English Subject	Ms. Chan CW
	➤ Chinese Subject	Mr. Shum KS
	Curriculum Development	Mr. Chik ML

Implementation of CEG 2005-2006

Task Area	Details	CEG\$ Spent
CEG		
Curriculum Development	3 Teacher assistants were recruited to relieve teacher labour work. The TAs helped to prepare academic resources items and assisted teachers to supervise students in non-lesson activities. TAs also helped to carry other non-teaching duties (e.g. administrative work) for teachers.	Salary + MPF \$240,754.93
Promote use of IT in teaching	An IT helper and IT Seed were recruited to assist in setting up the ICT equipment in various school functions, produce IT Resources and provide support in Use of IT in T&L from 1 Sept 05 to 31 July 06.	Salary + MPF \$121,459.55
Diverse development of students	Coaches/instructors were hired to hold swimming training, dance club, Taekwondo Team and Music sessions of the school team.	Hiring charges \$30,370.00
Curriculum Development (General)	6 students, 3 teachers and 3 parents went to Sichuan on 8-14 April 2006. Students develop a more national / global mind in their environmental awareness , materializing otherwise luxury dreams for our students of predominantly lower socio-economic class families.	\$5,400.00
Additional Time-Limited CEG		
Curriculum Development (Assessment for learning)	Relieving teachers' load in administrative work of TSA an SBA. And developing learning materials based on student needs for English and Chinese Language.	\$76,209.53
	4 Activity organizers were recruited to relief teacher workload so that they can concentrate on developing better teaching and learning.	\$109,231.25

Balance

	CEG	Additional Time-Limited CEG
Income	\$443,101.00	\$632,408.00
Expenditure	\$397,984.48	\$185,440.78
Surplus	\$45,116.52	\$446,967.22

Success Indicators (e.g. Benefits achieved, Assessment mechanism)

Task Area	Details
CEG	
Curriculum Development	According to the amount of TA request form and monthly report, there is an increasing demand for teacher assistants. Teachers were satisfied with the TA service. Most teachers agreed that TA can relieve their non-teaching duties.
Promote use of IT in teaching	IT Helper and the IT Seed can handle the complaints arising from the use of AV Equipments in reasonable response time. The Helper can assist the TSS in handling some minor faults of IT equipment as well.
Diverse development of students	Team members showed big improvement in the skill. Training attitude was good. Has successfully encourage the students to participate in swimming team.
Curriculum Development (General)	There were fewer students enrolled for the tour than expected. The quota was reduced from 25 to 12 totally, due to the influence of birds' flu and infection disease. After the tour, students agreed that they had not only had their confidence in speaking Putonghua boosted but also global knowledge enhanced. They became more mature and responsible. The group leaders also had their leadership skills trained up. Teachers reflected that it was a meaningful activity despite the pressure and heavy workload brought.
Additional Time-Limited CEG	
Curriculum Development (Assessment for learning)	<p>English Subject</p> <p>An English teacher was employed to reduce the number of teaching periods of 5 English teachers so that they could concentrate on developing the reading and speaking curricula as well as teaching material for secondary 1 to 3 students. The new English teacher also helped with the implementation of some English enhancement measures and summer English programmes. The additional manpower to the English department greatly facilitated the implementation of some new ideas related to English learning and teaching.</p>
	<p>4 Activity organizers were recruited to facilitate the implementation of innovative projects, e.g. English Camp, Summer Fun Day, Chinese Curriculum Development, Mathematics Classes and Graduation Ceremony etc. The performance of activity organizers was highly appreciated by teachers-in-charge for their independence and high quality work.</p>

Evaluation & Forward-Looking Concerns

Task Area	Details
CEG	
Curriculum Development	All teachers agreed that the provision of TA service should be continued. The job nature will be diversified from typing job to multi-media production (e.g. video editing) and TA with relevant skills is required.
Promote use of IT in teaching	Task-based support system was adopted. Self-initiative was observed in the IT Helper. However, the IT seed would follow instruction from TIC only. In-service training and encouragement may be a sound solution to the IT Seed. Communication among the helper and teachers had been improved by Inter-com and email system.
Diverse development of students	The allocated fund for the dance, Taekwondo, music, go chess and sport courses are essential to make the courses feasible. From the feedback of questionnaires, the participants enjoyed the activities and improved their skill in the area of training. There is also a positive effect on the participants' sense of belonging to the school and their self-confidence. To maintain the provision of these courses, it is proposed to maintain one of the CEG uses in this area.
Curriculum Development (General)	The cost of the tour is a great concern to most students as many of our students come from the low-income group. Subsidy from the government or other sources is hence essential to attract students to take part in. Besides, students' fear of speaking in Putonghua also reduces the attractiveness of any excursion of the same nature. Meanwhile, before organizing another tour to China, it is important to further improve the Putonghua speaking environment in the school so as to provide students more opportunities to speak in Putonghua.
Additional Time-Limited CEG	
Curriculum Development (Assessment for learning)	<p>English Subject</p> <p>It is absolutely essential to have additional manpower to facilitate the preparation and implementation of the NSS curriculum and the new HKCE English Language exam syllabus. It is hoped that with the employment of 1-2 more English teachers, small group teaching in senior form English classes is possible. However, the possibility of employing sufficient additional manpower is a great concern as all schools are scrambling for additional qualified English teachers with the provision of the additional time-limited CEG.</p>
	Due to the increasing amount of innovative projects, it is essential to have additional manpower to relief teacher workload. Qualified Activity organizers should be able to take initiative to work independently and provide sparkling ideas to complete the tasks.

The End

30 Sept 2006