

# 二零零七/二零零八年 學校周年報告

校董會授權本人批核本校 學校周年報告。本校將此報告書於二零零八年十一月三十一日前上載學校網頁。

行政總監兼校董簽署： \_\_\_\_\_

行政總監兼校董姓名：胡金燕

學校名稱：保良局八三年總理中學

日期：二零零八年十一月四日

學校蓋印：\_\_\_\_\_





Po Leung Kuk 1983 Board of Directors' College  
Evaluation Report on the Use of Capacity  
Enhancement Grant  
&  
Additional Time-limited CEG  
(2007/08 )

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 (2007–2008)

## Programme

### Background

CEG for secondary schools (2007–2008) was aimed to relieve teachers' workload, so that they can focus on the opportunities and challenges brought by education reforms, 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. Monitored by Teacher i/c.:-

CEG	Curriculum Development	ICT Support	Mr. Kwan LS
		Co-Curricular activity	Ms. Chan MY
		Sports Training (Coaches)	Mr. Yu CW
Additional Time Limited CEG	Curriculum Development	Activity Organizers	Ms. CHIK ML
		Teacher Helpers	
	Campus TV	Mr. Law MW	

## Implementation of CEG 2007–2008

Task Area	Details	CEG\$ Spent
<b>CEG</b>		
Information and Communication Technology Support	Two posts of IT helpers were recruited to assist school in supporting the use of Audio Visual Equipment and Multimedia Production for Use of IT in T&L from 1 Sept 07 to 31 Aug 08.	Salary + MPF \$173,961.33
Co-Curricular activity	Coaches/instructors were hired to conduct lessons: – Dance Team, Taekwondo Team, Kendo Team, Music Team, Sports Teams	Hiring charges \$24,040
Sports Training (Coaches)	External coaches were employed to support the Sports Team Trainings. It provides more opportunities for students to participate in well organized and high quality training programs. The involvement of external coaches benefits the development of the potential and the improvement of physical fitness of our students. Besides, it raises the sense of belonging and self confidence of our students.	\$83,600

<b>Additional Time-Limited CEG</b>		
Curriculum Development	3 Activity organizers were recruited to provide either sports or arts education programmes for students, teach supplementary classes for high achievers and lower stream students, co-ordinate and assist other learning experience activities and school-based activities, release teachers from administrative duties and assist school in preparing administrative work of procurement.	Salary + MPF \$347,753.28
	3 teacher helpers were recruited to relieve teacher workload so that they can concentrate on developing better teaching and learning materials.	Salary + MPF \$305,909.10
Campus TV	A service provider, <i>Provideo Digital Limited</i> was hired to	\$19,250.00

	<p>organize a Campus TV course during the S.2 ICP lesson. Each course lasted for one term and comprised 11 lessons. The tutor is professional in multimedia production. The lessons involved both theory and hands-on experience. At the end of the course, each group of students produced a video clip of duration around 10 minutes as their final project. The course gives fruitful results and the participants learned not only technical knowledge of video production but also collaboration skills.</p>	
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**Balance**

	CEG	Additional Time-Limited CEG
<b>Income</b>	\$345,900.00	\$742,780.00
<b>Expenditure</b>	\$281,601.33	\$672,912.38
<b>Surplus</b>	\$64,298.67	\$69,867.62

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

Task Area	Details
<b>CEG</b>	
ICT Support	IT Helpers can handle the complaints arising from the use of AV Equipments in reasonable response time. Video and photo taking tasks are completed with a high standard. The helpers can assist the Technical Support Services Engineer in handling some minor faults of IT equipment as well.
Co-Curricular activity	Most team members have shown devotion to the team. Their Learning attitude was good. With the CEG, students were encouraged to take the initial step to expose to those arts and sports activities.
Sports Training (Coaches)	<ul style="list-style-type: none"> <li>• Participants enjoy the trainings</li> <li>• Participants improve the skills in the area of training</li> <li>• Participants show a higher sense of belonging and self confidence</li> </ul>
<b>Additional Time-Limited CEG</b>	
Curriculum Development (Assessment for learning)	TA service is monitored by the following methods: <ul style="list-style-type: none"> <li>• TA Log book</li> <li>• TA Service Monthly Summary</li> <li>• Feedback from the teacher-in-charge</li> <li>• Teachers' survey on the performance of TA</li> </ul>
	AO service is monitored by the following methods: <ul style="list-style-type: none"> <li>• Teachers' survey on the performance of AO</li> <li>• Feedback from the teacher-in-charge</li> </ul>
Campus TV	Students showed high interest in the workshop. Over 90% of the groups managed to submit a complete video clips at the end of the course. Most of their work shows active participation and enthusiasm in video making. The course gives fruitful results and the participants learned not only technical knowledge of video production but also collaboration skills.

## Evaluation & Forward-Looking Concerns

Task Area	Details
<b>CEG</b>	
ICT Support	Task-based support system was adopted. Self-initiative was observed. However, there is room for improvement in the problem solving abilities and punctuality in meeting deadlines. Communication among the helpers and teachers had been improved by Inter-com and email system.
Co-Curricular activity	The allocated fund for the Dance, Taekwondo Team, Kendo, Music and Sports courses is essential to make the courses feasible. From the feedback of the 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.
Sports Training (Coaches)	About 90% of the participants were interested in the trainings held by external coaches. The skills and physical fitness of our students were improved appreciably. Being responsible and having leadership skills are important for long term development of both teams and students oneself as well. These will be reinforced.
<b>Additional Time-Limited CEG</b>	
Curriculum Development (Assessment for learning)	Due to the large amount of innovative projects, it is essential to have additional manpower to relieve teacher workload. The performance of TA is highly appreciated by most teachers. According to the survey conducted, all teachers agreed that the provision of TA service should be continued.  The performance of AO is satisfactory. Activity organizers are able to work independently and complete the tasks on time. Compared with the last year survey result, increasing number of teachers (84.6%) agreed that the provision of AO service should be continued.
Campus TV	The workshop was successfully run. As the running cost of the course is large, it was suggested to consider alternative ways to provide similar chances for the students to expose to Campus TV.

The End  
13 Oct 2008