

二零一一/二零一二年學校發展津貼報告

法團校董會授權本人批核本校學校發展津貼報告。本校會將此報告於二零一二年十一月三十日前上載學校網頁。

行政總監兼校董簽署：

 PN

行政總監兼校董姓名：

陳欽勉

學校名稱：

保良局羅傑承(一九八三)中學

日期：

25.10.2012

學校蓋印：





Po Leung Kuk Lo Kit Sing (1983) College Evaluation Report on the Use of Capacity Enhancement Grant (2011/12)

Po Leung Kuk Secondary School
保良局屬下中學

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

IQEA (Improving 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

Caring School (EDB)
教育局關愛校園榮譽 (二零零七年至今)

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
華都青年獅子會「優質教育聯盟」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 (2011–2012)

Programme

Background

CEG for secondary schools (2011–2012) 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

Responsibility

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

CEG	Curriculum Development	ICT Support	Mr. Kwan LS
		Teacher Helpers	Ms. Law WG

Implementation of CEG 2011–2012

Task Area	Details	CEG\$ Spent
CEG		
ICT Support	2 IT helpers 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 11 to 31 Aug 12.	Salary + MPF \$226,800.00
Curriculum Development: Teacher Helpers	3 Teacher helpers were recruited to relieve teacher workload so that they can concentrate on developing better teaching and learning materials	Salary + MPF \$316,995.00

Balance

	CEG
Balance B/F	\$98,911.21
Income	\$498,185.00
Expenditure	\$543,795.00
Surplus	\$53,301.21

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

Task Area	Details
CEG	
ICT Support	2 IT Helpers can handle the complaints arising from the use of AV Equipments in reasonable response time. Video and photo taking tasks were completed with high standard.
Curriculum Development: Teacher Helpers	All team members have shown devotion to the team. Their learning attitude and their quality of work was good. At least 30 curriculum development materials typed by Teacher Helpers per month was found. TA service is monitored by the following methods: <ul style="list-style-type: none"> • TA Log book • TA Service Monthly Summary • Feedback from teacher-in-charged

Evaluation & Forward-Looking Concerns

Task Area	Details
CEG	
ICT Support	Task-based support system was adopted. Self-initiative was observed. The communication among helpers and teachers were enhanced by holding more regular meetings and using email system.
Curriculum Development: Teacher Helpers	Due to the large amount of innovative projects, it is essential to have additional manpower to relieve teacher workload. The performance of Teacher Helpers was highly appreciated by most teachers. The performance was very good. Teachers agreed that Teacher Helpers were able to work independently and complete the tasks on time.

The End

12 September 2012