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Reply to

保良局羅傑承(一九八三)中學法團校董會

發文者：羅穎忠校長

受文者：主席兼屬校總校監

S6/110

Please send to  Room

1 AUG 2018

校監

副行政總監兼替代校董/行政總監兼校董

教育總主任兼校董

教育事務部

檔案編號：PLK/ESD/LMY/1718/096

日期：31/7/2018

主旨	請核准 <input checked="" type="checkbox"/> 考慮 <input type="checkbox"/> 指示 <input type="checkbox"/> 簽署 <input type="checkbox"/> 報告 <input type="checkbox"/> 備考 <input type="checkbox"/> 其他 <input type="checkbox"/> 學校發展津貼計劃書 (2018/2019)
說明	注意：請逐項詳述要點或用圖表說明，倘有需要請作比較及分析，凡有依據者須列明出處或附影印本。 總結亦請作建議及解決辦法。

背景：

按教育局指引及本校法團校董會最新審批/簽署安排，學校須提交各項學校計劃書及學校報告予法團校董會通過。

現況及建議：

本校已完成 2018/2019 年度「學校發展津貼」計劃書，請法團校董會批核有關計劃書，詳見附件。

尋求指示：

按建議進行。

附件：

「學校發展津貼」計劃書 (2018/2019)

已於 17/8/2018 法團校董會傳閱通過

\*學校於 31/8/2018 嘔覆表示學校 31/7/2018 會議上與校內教職員討論 2018/2019 年度「學校發展津貼」計劃書。

羅穎忠 謹呈  
羅穎忠校長

教育總主任 兼校董 簽署	<input checked="" type="checkbox"/> 批示 <input checked="" type="checkbox"/> 傳閱	<i>eye for 2/8</i>
副行政總監 兼替代校董 簽署	<input checked="" type="checkbox"/> 批示 <input checked="" type="checkbox"/> 傳閱	<i>oh</i>
校監/ 保良局屬 校總校監 簽署	<input checked="" type="checkbox"/> 批示 <input checked="" type="checkbox"/> 傳閱	<i>[Signature]</i>
行政總監 兼校董 簽署	<input checked="" type="checkbox"/> 批示 <input checked="" type="checkbox"/> 傳閱	<i>[Signature]</i>

18721

校董傳閱

請各法團校董會校董簽名同意後傳真至 2890 2519 教育事務部【楊健忠教育總主任】兼校董收。保良局教育事務部稍後會安排收回正本。如有問題，可致電 2277 8380 向【楊健忠教育總主任】兼校董查詢。

校董簽名：\_\_\_\_\_ 日期：\_\_\_\_\_

其他意見(如適用)：\_\_\_\_\_

(S)

Po Leung Kuk Lo Kit Sing (1983) College

Plan on Use of Capacity Enhancement Grant (2018/2019)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
(1) - Curriculum development (ICT Support)	- Assist the implementation of e-Learning	- Employing one I.T. helper	Whole school sustains I.T. support and development	- Whole year (1/9/18 – 31/8/19)	- \$19,000.00(approx) x 12 months (+MPF) for one I.T. helper = \$239,400.00 (approx)  <b>Total: \$239,400.00 (approx.)</b> ✓	- Quick response to emergency cases - More frequent adoption of e-Learning - Reduction of IT teacher manpower input	- Evaluation by all staff - Inspection by Teacher i/c	- Prefect of ICT Support (Mr. KWAN L. S.)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
(2) - Curriculum Development	- Relief teacher workload so that they can concentrate on enhancing the effectiveness of teaching and learning - Facilitate the implementation of School-based assessment (SBA) and Territory-wide system assessment (TSA) - Facilitate the implementation of using Putonghua as a medium of instruction in Chinese Language - Relief teacher workload so that they can concentrate on enhancing students' language proficiency and coping with the diverse learning needs of students - TA leader coordinates the work of TA	- Employing 0.5 T.A. leader and one TA	- Whole school (in curriculum development and in Teaching and Learning) - Relieving teachers' load in administrative work of TSA and SBA - Assisting English teachers to prepare teaching materials and teaching aids - Developing learning materials based on student needs for Chinese Language	- TA leader (1/9/18 – 31/8/19) - TA (1/9/18 – 31/8/19)	- \$10500.00 (approx.) x 12 months (+MPF) for one TA leader = \$132,300.00 (approx) ✓ - \$13,000.00 (approx.) x 12 months (+MPF) for one TA = \$163,800.00 (approx) ✓  <b>Total : \$296,100.00 (approx.)</b> ✓	- At least 30 curriculum development materials typed by TAs per month. - Teacher Helpers relieve teachers' non-teaching duties.	- Scrutiny of TAs request forms - Scrutiny of TAs log books - Scrutiny of TAs monthly reports - Questionnaire to solicit teachers' perception of space created.	- Executive Secretary (Ms LAM M.Y.)

(3)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- Enhancement Program	<ul style="list-style-type: none"> <li>- Relief teacher workload so that they can concentrate on enhancing the effectiveness of teaching and learning</li> <li>- Relief teacher workload so that they can concentrate on enhancing students' language proficiency and coping with the diverse learning needs of students</li> </ul>	<ul style="list-style-type: none"> <li>- Employing service providers to provide enhancement learning programs</li> <li>- Organising activities to sharpen students' learning ability</li> </ul>	<ul style="list-style-type: none"> <li>- Whole school (in curriculum development and in Teaching and Learning)</li> <li>- Assisting teachers to prepare learning materials and teaching aids</li> </ul>	- Whole year (1/9/18 – 31/8/19)	<ul style="list-style-type: none"> <li>- \$ 54,500.00 (approx.)</li> <li><b>Total : \$54,500.00 (approx.)</b> ✓</li> </ul>	<ul style="list-style-type: none"> <li>- At least 15 lessons would be arranged.</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluation by all staff</li> <li>- Inspection by Teacher i/c</li> </ul>	<ul style="list-style-type: none"> <li>- Executive Secretary (Ms LAM M.Y.)</li> </ul>

Total amount for this proposal: **HK\$564,080.00**

	Item 1	Item 2	Item 3	Total
Amount:	\$239,400.00 ✓	\$296,100.00 ✓	\$54,500.00 ✓	\$590,000.00 ✓

Principal: \_\_\_\_\_



Law Wing Chung

Date: \_\_\_\_\_

31 JUL 2018

Balance B/F 2017/18 : \$0

Total estimated grant to be received from EDB for 2018/2019 : \$623,356.00

Total estimated expenditure 2018/2019 : \$590,000.00 ✓

Estimated surplus : \$33,356.00 ✓