

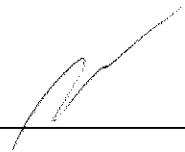
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二零一三/二零一四年「高中課程支援津貼」計劃書

法團校董會授權本人批核本校「高中課程支援津貼」計劃書。本校會將此計劃書於二零一三年八月三十一日前上載學校網頁。

行政總監兼校董簽署：



C 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：

24/7

學校蓋印：



12178

Po Leung Kuk Lo Kit Sing (1983) College
Plan on Use of Senior Secondary Curriculum Support Grant (2013/2014)

Brought forward from 2012-13(Est) \$570,816.00
 2013-14 Allocation \$570,816.00
 Available for this budgeting \$1,141,632.00

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- NSS Curriculum Development	- To relieve teachers' non-teaching duties (such as school-based activities and extra-curricular activities) so that they can concentrate on developing better teaching and learning materials for NSS curriculum - To relieve English teachers' workload so that they can facilitate the implementation of NSS English curriculum	- Employing two Activity Organizers (A.O.)	- Whole school (in NSS curriculum development) English: ✓ English Language teachers can have more time to develop NSS curriculum ✓ Students can be exposed to an English rich learning environment - Teachers responsible for school-based activities and extra-curricular will be provided with space to prepare for NSS curriculum	- Whole year (1/9/13-31/8/14)	- \$12,000.00 (approx.) x 12 months for two A.O. (+MPF) = \$302,400.00 (approx.) Total : \$302,400.00 (approx.)	- Relieve teachers' workload in non-teaching duties so that teachers can prepare NSS curriculum - At least 20 school-based activities / extra-curricular activities coordinated by A.O.s - Smooth running of English-related activities - Smooth running of school-based activities and extra-curricular activities	- Evaluation by all staff - Count the number of school-based activities /extra-curricular activities coordinated by A.O.s - Inspection by Teacher i/c	- English Department (Ms. CHEUNG S. Y.) - Executive Secretary (Ms. LAW W.C.)

(1)

(2)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- To facilitate the implementation of NSS LS	Liberal Studies - To relieve LS teachers' workload so that teachers can concentrate on developing better teaching	- Employing one Subject Assistant to provide support to LS Department	- Handle Liberal Studies administrative work and relieve LS teachers' workload, especially on I.E.S. standardization process and mark submission.	- Whole year (1/9/13 – 31/8/14)	- \$16,000.00 (approx.) x 12 months (+MPPF) = \$201,600.00 (approx)	- The staff will provide at least 3 IES workshops for students.	- Count the number of interviews and IES workshops for students.	- LS Department (Ms CHAN M.Y.)
- To help school better prepare for the LS school-based curriculum, especially in the IES domain.	- To provide IES support for LS teachers Other Subjects - To relieve teachers' non-teaching duties (such as school-based activities and extra-curricular) so that they can concentrate on developing better teaching and learning materials for NSS curriculum - To allow teachers have more learning opportunities to attend seminars	-	- Relieve Liberal Studies teachers' burden in handling students' IES, by following up students IES process. - Help typing L.S. related materials, manage Liberal Studies resources bank and provide guidance and materials support for Independent Enquiry Studies, so that teachers can have more time to prepare quality lessons. - Pair teaching if needed, so that students can have more interactive lessons - Teachers responsible for school-based activities and extra-curricular will be provided with space to prepare for NSS curriculum - Substitute lessons if needed, so that teachers can have more time to attend seminars, and to enhance their professional development	-	Total : \$201,600.00 (approx.)	- The staff would help central standardize all IES marks by browsing their work and see if there is any different level of marking between teachers. - The staff will make individual student interview to follow up their IES learning progress (i.e. provide at least 2 IES consultation periods). - A wider and tidier resources bank will be provided, and it will be categorized by different publishers. The exam bank will be updated from time to time. - The staff will substitute 3-8 lessons per week in the year. - Pair teaching (at least 10 lessons) of each term - The staff will substitute lessons if teachers need to attend seminars.	- Inspection by Teacher i/c.	- Executive Secretary (Ms. LAW W.C.)

(3)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- To facilitate the implementation of NSS PE	<p>NSS PE</p> <ul style="list-style-type: none"> - To relieve PE teachers' workload so that teachers can concentrate on developing better teaching support for PE teachers - To enhance students' learning in NSS PE <p>Other Subjects</p> <ul style="list-style-type: none"> - To allow teachers have more learning opportunities to attend seminars - To relieve teachers' non-teaching duties (such as school-based activities and extra-curricular activities) so that they can concentrate on developing better teaching and learning materials for NSS curriculum 	<ul style="list-style-type: none"> - Employing one Subject Assistant to provide support to PE Department 	<ul style="list-style-type: none"> - Handle Physical Education administrative work and relieve PE teachers' workload. - Help preparing NSS PE related materials, so that teachers can have more time to prepare quality lessons. - Teachers responsible for school-based activities and extra-curricular will be provided with space to prepare for NSS curriculum - Substitute lessons if needed, so that teachers can have more time to attend seminars, and to enhance their professional development 	<ul style="list-style-type: none"> - 10 months (1/9/13 – 31/6/14) 	<ul style="list-style-type: none"> - \$13,000.00 (approx.) x 10 months (+MPPF) = \$136,500.00 (approx.) Total : \$136,500.00 (approx.) 	<ul style="list-style-type: none"> - Relieve PE teachers' workload in teaching and non-teaching duties so that teachers can prepare NSS curriculum - Relieve other teachers' workload in non-teaching duties so that teachers can prepare NSS curriculum 	<ul style="list-style-type: none"> - Evaluation by PE Teachers - Count the number of school-based activities /extra-curricular activities coordinated by PE AT - Inspection by Teacher i/c 	<ul style="list-style-type: none"> - PE Department (Mr YU C. Y.) - Executive Secretary (Ms. LAW W.C.)

(4)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- To facilitate the implementation of Visual Arts	<ul style="list-style-type: none"> - To provide SBA Support for Visual Arts Teacher 	<ul style="list-style-type: none"> - Employing Visual Arts Tutor to provide support to VA Department 	<ul style="list-style-type: none"> - Students will be more familiar with SBA format. 	<ul style="list-style-type: none"> - 1/9/13 – 31/8/14 	<ul style="list-style-type: none"> Total : \$3,000.00 (approx.) 	<ul style="list-style-type: none"> - Students can express personals ideas with effective painting skills in SBA. 	<ul style="list-style-type: none"> - Evaluation by VA Teacher 	<ul style="list-style-type: none"> - VA Department (Ms LAI T. L.)

(5)	Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
	- To procure NSS materials to enrich the teaching resources bank	- To equip NSS teachers with more updated teaching related materials so that they can have more knowledge and skills to prepare better lessons.	- Purchasing more resources to give more material support to NSS teachers	More teaching and learning resources can be sponsored and bought	1/9/13-31/8/14	Total : \$10,000.00 (approx.)	At least 10 sets of teaching-related materials would be purchased.	- No. of teaching-related resources purchased	- Subject Department

Total amount for this proposal: **\$653,500.00**

Amount:	Item 1	Item 2	Item 3	Item 4	Item 5	Total
	\$302,400.00	\$201,600.00	\$136,500	\$3,000	\$10,000.00	\$653,500.00

Principal: _____

Date: _____