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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

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

Please  Read  Return

1 AUG 2018

教育事務部入件日期

檔案編號：PLK/ESD/LMY/1718/097

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"/> 「高中課程支援津貼」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「高中課程支援津貼」2018/2019年度計劃書，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：

「高中課程支援津貼」計劃書 (2018/2019)

羅穎忠 謹呈  
羅穎忠校長

已於 17/8/2018 法團校董會傳閱通過

學校於 31/8/2018 補交資料。

教育總主任  
兼校董  
簽署

批示

傳閱

*Signature* (for) 3/8

副行政總監  
兼替代校董  
簽署

批示

傳閱

*Signature*

行政總監  
兼校董  
簽署

批示

傳閱

*Signature*

校監/  
保良局屬  
校總校監  
簽署

批示

傳閱

*Signature*

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)：\_\_\_\_\_

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Po Leung Kuk Lo Kit Sing (1983) College  
Plan on Use of Senior Secondary Curriculum Support Grant (2018/2019)

(1)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- 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 Senior Secondary Curriculum - To work independently to relieve teachers' workload so that they can facilitate the implementation of Senior Secondary English curriculum	- Employing one Project Organizer (P.O.)	- Whole school (in Senior Secondary curriculum development) - English: ✓English Language teachers can have more time to develop Senior Secondary 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 Senior Secondary curriculum	- Whole year (1/9/18-31/8/19)	- \$18,000.00 (approx.) x 12 months for A.O. (+MPF) = \$226,800.00 (approx.)  <b>Total : \$226,800.00 (approx.)</b>	- Relieve teachers' workload in non-teaching duties so that teachers can prepare Senior Secondary curriculum - At least 20 school-based activities / extra-curricular activities coordinated by P.O. - 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 P.O. - Inspection by Teacher i/c	- Executive Secretary (Ms. LAM M.Y.)

(2)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- 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 Senior Secondary Curriculum - To relieve English teachers' workload so that they can facilitate the implementation of Senior Secondary English curriculum	- Employing one Activity Organizer (A.O.)	- Whole school (in Senior Secondary curriculum development) - English: ✓English Language teachers can have more time to develop Senior Secondary 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 Senior Secondary curriculum	- Whole year (1/9/18-31/8/19)	- \$15,500.00 (approx.) x 12 months for A.O. (+MPF) = \$195,300.00 (approx.)  <b>Total : \$195,300.00 (approx.)</b>	- Relieve teachers' workload in non-teaching duties so that teachers can prepare Senior Secondary curriculum - At least 20 school-based activities / extra-curricular activities coordinated by A.O. - Smooth running of English 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. - Inspection by Teacher i/c	- English Department (Ms. CHEUNG S.Y.) - 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
- To facilitate the implementation of Senior Secondary PE	<ul style="list-style-type: none"> <li>- To relieve PE teachers' workload so that teachers can concentrate on developing better teaching support for senior secondary PE teachers</li> <li>- 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 Senior Secondary curriculum</li> </ul>	<ul style="list-style-type: none"> <li>- Employing 0.5 Subject Assistant to provide support to PE Department</li> </ul>	<ul style="list-style-type: none"> <li>- Handle Physical Education administrative work and relieve PE teachers' workload.</li> <li>- Help prepare Senior Secondary PE related materials, so that teachers can have more time to prepare quality lessons.</li> <li>- Teachers responsible for school-based activities and extra-curricular will be provided with space to prepare for Senior Secondary curriculum</li> </ul>	12 months (1/9/18-31/7/19)	<ul style="list-style-type: none"> <li>- \$7,500.00 (approx.) x 12 months (+MPPF) = \$94,500.00 (approx)</li> </ul> <p><b>Total : \$94,500.00 (approx.)</b></p>	<ul style="list-style-type: none"> <li>- Relieve PE teachers' workload in teaching and non-teaching duties so that teachers can prepare Senior Secondary curriculum</li> <li>- Relieve other teachers' workload in non-teaching duties so that teachers can prepare Senior Secondary curriculum</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluation by Teacher i/c</li> <li>- Count the number of school-based activities / extra-curricular activities coordinated by PE AT</li> </ul>	<ul style="list-style-type: none"> <li>- PE Department (Mr YU C.W.)</li> <li>- Executive Secretary t (Ms LAM M. Y.)</li> </ul>

(4)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
- Senior Secondary Curriculum IT Support	<ul style="list-style-type: none"> <li>- To relieve teachers' workload in video-making and recording students' presentation so that they can facilitate the implementation of SBA</li> <li>- To provide technical support on the implementation of e-learning</li> </ul>	<ul style="list-style-type: none"> <li>- Employing one I.T. helper</li> </ul>	<ul style="list-style-type: none"> <li>- Relieve teachers' burden in handling students' SBA, by providing IT support on recording students' presentations.</li> <li>- English: <ul style="list-style-type: none"> <li>✓ English Language teachers can have more time to develop Senior Secondary curriculum</li> <li>✓ Students can be exposed to the bank of English presentations.</li> </ul> </li> </ul>	Whole year (1/9/18 - 31/8/19)	<ul style="list-style-type: none"> <li>- \$16,000.00 (approx) x 12 months (+ MPPF) for one I.T. helper = \$201,600.00 (approx)</li> </ul> <p><b>Total: \$201,600.00 (approx.)</b></p>	<ul style="list-style-type: none"> <li>- Relieve teachers' workload in non-teaching duties so that teachers can prepare Senior Secondary curriculum</li> <li>- At least 80 school-based videos can be produced</li> <li>- Smooth running of English SBA</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluation by all staff</li> <li>- Count the number of school-based videos produced</li> <li>- Inspection by Teacher i/c</li> </ul>	<ul style="list-style-type: none"> <li>- Prefect of ICT Support (Mr. KWAN L.S.)</li> </ul>

(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 provide support to teachers in catering learning diversity of students	- To enhance students' learning in Senior Secondary subjects	- Employing tutor(s) to conduct after-school tutorial classes	- Help S4 – S6 students prepare for the HKDSE	1/9/18– 31/8/19 ✓	<b>Total : \$ 84,000.00 (approx.)</b> ✓	- At least 15 tutorial classes would be arranged. - Students can manage the Senior Secondary subjects effectively	- Evaluation by teachers - Count the number of tutorial lessons	- Subject Department

(6)

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 Senior Secondary materials to enrich the teaching resources bank	- To equip Senior Secondary 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 Senior Secondary teachers	More teaching and learning resources can be sponsored and bought	1/9/18– 31/8/19 ✓	<b>Total : \$ 50,000.00 (approx.)</b> ✓	At least 5 sets of teaching-related materials would be purchased.	No. of teaching resources purchased	- Subject Department

Total amount for this proposal: **\$ 852,200.00**


Amount:	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Total
	\$226,800.00 ✓	\$195,300.00 ✓	\$94,500.00 ✓	\$201,600.00 ✓	\$84,000.00 ✓	\$50,000.00 ✓	<b>\$ 852,200.00</b>

Balance B/F 2017/2018 (estimated) : \$ 650,000.00

Total estimated grant to be received from EDB for 2018/2019 : \$ 700,272.00 ✓

Total estimated expenditure : \$ 852,200.00

Estimated surplus : \$ 498,072.00 ✓

Principal: 

Law Wing Chung

Date: 31 JUL 2018