

St. Louis School : Plan on Use of Capacity Enhancement Grant (CEG) in 2007/08 School Year

Means by which teachers have been consulted: Open invitation and staff meetings

No. of operating classes: 29

CEG received (2007/08): \$436,476.00

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
1	IT Assistant	A & D	To provide a comprehensive technical support to students, teachers and administrators on all aspects relating to IT usage and facilities	To employ 1 full-time IT assistant in providing IT services: WebSAMS, eClass, SAMS on-line, SLS main web page, Student i-Link; Print service, Web-based learning service; eTV service, storage services as M, N & T drive, ECA service, resources, booking service, announcement service, etc.	<ul style="list-style-type: none"> The workload of the administrative staff and the IT team will be relieved; Teachers will be relieved of some of the workload and be technically supported in using IT on learning & teaching and in communicating externally and internally.. 	1/9/06 - 31/8/07 (12 months)	Salary: \$10,300.00 per month (plus 5% MPF); Total salary: \$129,780.00	<ul style="list-style-type: none"> Teachers meet the 25% minimum requirements of use of IT in teaching 90% of the IT services listed in the Annual Plan can be provided. 	<ul style="list-style-type: none"> Performance appraisal on the IT assistants; Survey 	TYS

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
2	Religious Education Master	A, D & E	<ul style="list-style-type: none"> To supervise and co-ordinate the overall religious education and activities of the School; To take up a sharing part in the teaching duties of the Religious Studies Panel; To organize & monitor the running of the religious soldalities; To offer religious education lessons for the catholics and catechists in the General Education program; To assist pastoral caring of the students; To assist teachers in carrying out the duty of “presence” on the weekly Religious Formation Day 	To employ one full-time staff (including a personal assistant) as the Religious Education Master	The workload of all the teachers, particularly the teachers of the Religious Studies Panel and the pastoral care team will be relieved.	From 1/9/06 until 31/8/07	Salary of the Religious Education Master for the year - \$141,600 (\$11,800 per month plus 5% MPF)	75% of the teachers concerned (panel/team members of Religious Ed. Panel, Religious Activities Team and Pastoral Care Team) agree that their workload is relieved and the overall behaviour of students is improved.	Survey	NDL

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
3	Part-time (½) Administrative Assistant for school management	D	<ul style="list-style-type: none"> To assist the principal and the 2 vice-principals in administrative work; To assist the school office in administrative work under the supervision of the principal and the 2 vice-principals; 	To employ 1 part-time administrative assistant	<ul style="list-style-type: none"> The workload of the principal and the 2 vice-principals will be relieved; The administrative work of the school office becomes more efficient. 	1/9/06 - 31/8/07 (12 months)	Salary: \$4,400 per month (plus 5% MPF); Total salary: \$55,440.00	Rating of the Principal & the 2 Vice-principals about the performance of the part-time A.A. reaches 4 or above in a 5-point scale rating.	Survey	PYC
4	Chemistry Remedial Program (S4)	C	<i>Catering the diversity of students (SDP 2.4):</i> To provide extra learning opportunities for the academically weak students to reach normal class standard.	To employ 2 tutors in holding tutorial sessions for S4 weak students (no.: 60).	The workload of the Chemistry teaching staff will be relieved and students will benefit.	6 lessons (1.5 hr. each lesson) from May to June, 07	Tutors' remuneration: \$7,200 (\$200/lesson x 6 lessons x 2 tutors)	<ul style="list-style-type: none"> 90% of participants attend punctually; 75% not commit the same mistakes in evaluation test; 25% show improvement in final exam. 	<ul style="list-style-type: none"> Attendance & punctuality of students; Assessment of students at the end of the program & in final exam. 	LCY
5	Biology Remedial Program (S4 & 4)	C	<i>Catering the diversity of students (SDP 2.4):</i> To provide extra learning opportunities for the academically weak students.	To employ tutors in holding tutorial lessons for S3 (6 lessons) & S4 (9 lessons) weak students; S4: 4 groups (20 @); S5: 4 groups (20 @)	The workload of the Biology teaching staff will be relieved and students will benefit.	F.4: Nov 04, Feb & Mar 07 F.5: Oct. & Nov 06	Tutors' remuneration: (\$200/lesson; 1.5 hr/lesson) \$200x 60 = \$12,000	<ul style="list-style-type: none"> More than 70% of participants attain 70% attendance; More than 50% of the participants show improvement in the next exam. 	<ul style="list-style-type: none"> Attendance; Assessment of students; Discussion with tutors and students 	TYH

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
6+	Physics Special Remedial Program (S4)	C	<i>Catering the diversity of students (SDP 2.4):</i> To provide extra learning opportunities for the academically weak students.	To employ 4-5 tutors (with excellent results in HKCEE & HKALE Physics) in holding 12-15 tutorial sessions (75' @) for S4 bottom students (no.: 20).	The workload of the Physics teaching staff will be relieved and bottom students will benefit.	Nov. – Dec. 2007	Tutors' remuneration: \$8,000 (\$160 x 5 tutors x 10 sessions)	Pass rate of HKCEE 2009 of Physics will be 90% or above	Check HKCEE 2009 results	HLC
7+	Mathematics Remedial Program (S4 & 5)	C	<i>Catering the diversity of students (SDP 2.4)</i> To guide under-achievers to learn in small groups.	To employs 6 tutors to teach in 3 groups of each form for 6 lessons. Starting from October, the S.5 classes will last for two months.	The workload of the Mathematics teaching staff will be relieved and under-achievers will benefit.	S5: Oct – Nov, 2007; S4: Apr – May, 2008	Tutors' remuneration: \$200 @ x 6 x 6 = \$7,200	Over 75% attendance rate	Attendance Rate, Assessments of the Students in the Final Exam	CWK, CKC
8	Oral Training Course in Putonghua (S1-3)	B & C	<i>Catering the diversity of students (SDP 2.4);</i> <i>Improve students' speaking skills (SDP 3.2):</i> To give opportunities to more capable students as school representatives in Speech Festival	To recruit tutors from the Hong Kong Putonghua Society in conducting 12 supplementary lessons for selected students.	The workload of the Putonghua teaching staff be relieved and students will benefit.	From 10/07 till 11/07 (after school hours)	Salary of the tutors – \$5,460 (\$420/hr x 12)	Participants achieve rewarding results in Speech Festival	Results & Feedbacks from adjudicators of Speech Festival.	CK, K

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
9	Oral Examinations helpers	D	To provide much needed assistance to teachers in conducting oral exams.	To employ past students as helpers in conducting oral exams. (2 helpers for each exam / level)	The teaching load of the teachers in the English panel will be relieved	Exam period.	Remuneration of helpers: \$3,000 (\$200 x 15 helpers)	Smooth running of the oral exams.	Evaluation by the panel and the examiners.	CWW
10	S4 Learning and Physical Training Camp	C & E	To drill examination skills and build up confidence among selected S4 students	To recruit 20 S5 graduates as student helpers in running 8 tutorials & a 4-days 3-nights camp for 70-80 S4 target students.	The workload of the S4 teaching staff will be relieved	Summer vacation 2007	Subsidy of camp fee for the student helpers: \$11,000 (\$550 x 20)	75% of the participants agree that the student helpers are useful.	<ul style="list-style-type: none"> • Survey to gather feedback from participants; • Discussion 	CYW
11	S6 Orientation Camp	C & E	<ul style="list-style-type: none"> • To introduce the new school life of S6/7; • To build up confidence, leadership skills and collaborative spirit among S6 students as student leaders; 	To recruit 10 student helpers in assisting the teachers i/c to conduct activities in the camp.	The workload of teacher advisors of students' organizations will be relieved	Summer vacation 2007	Subsidy of camp fee for the student helpers: \$3,500 (\$350 x 10)	75% of the participants agree that the student helpers are useful.	<ul style="list-style-type: none"> • Survey to gather feedback from participants; • Discussion 	CYW

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
12+	Family Education Project	C	To facilitate quality family education for needy students	To organize talks to parents, parent-child parallel groupings, family day camp & cooking lesson	To enhance mutual understanding and reflection on parent-child relationship; to foster new visions on parent-child relationship and thus develop new attitude; to equip knowledge and skills to enhance parent-child relationship	Whole year	Remuneration of 1 social worker for parent-child parallel groupings : \$ 4,000; 3 social workers for family day camp: \$7,000; Cooking lesson fee (10 pairs): \$3,000 Total: \$14,000	70% of the participants find the activity useful.	Questionnaire	KSW
15	Chinese Music Orchestra Subsidy Scheme	E	To facilitate training and running of the School Chinese Music Orchestra.	To employ professional musicians as instructors and conductors of the School Chinese Music Orchestra.	Tuition fee of the participating students will be subsidized; Workload of the teacher advisors and the music teachers will be relieved.	After school hours throughout the academic year 06-07	Subsidy of remuneration of the instructors / conductors: \$30,000 (\$400/hr. x 75)	<ul style="list-style-type: none"> Steady increase in students' enrolment; Attendance rate of participants reaches 75% or above; Satisfactory number of open performances 	<ul style="list-style-type: none"> Appraisal on the instructors / conductors; Attendance record; Performance in open contests and open events 	CCP

No.	Program Title	Task Area #	Major Areas(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	I/C
16	Football Coach	E	To cultivate a strong sense of belongingness to school.	To employ an external expertise as coach of C Grade Football Team.	Students will get more intensive and high quality training while the working load of teachers will be relieved.	Sept. 06– April 07	Salary of coach: \$200/hr x 64 sessions 1.5 hr/session) = \$19,200	Achieving satisfactory results in inter-school football competitions organized by HKSSF.	<ul style="list-style-type: none"> • Attendance; • Results of inter-school football competition. 	CBL
							Total : \$447,180*			

Legend:

A: curriculum development; B: enhancing students' language proficiency; C: coping with the diverse and special learning needs of students; D: school administration; E: school activity.

+ New program

* **\$10,704** to be deployed from the General Domain Control a/c under the OEBG to make up the difference with the provision of \$436,476 (Grant received).

