

**St. Louis School : Report 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): \$430,879.00

No.	Program Title	Task Area #	Success Criteria	Method(s) of Evaluation	I/C	Evaluation																		
1	IT Assistant	A & D	<ul style="list-style-type: none"> <li>Teachers meet the 25% minimum requirements of use of IT in teaching</li> <li>90% of the IT services listed in the Annual Plan can be provided.</li> </ul>	<ul style="list-style-type: none"> <li>Performance appraisal on the IT assistants;</li> <li>Survey</li> </ul>	TYS	<p><b>A. Budget and expenditure</b></p> <p>Budget: HKD129,780      Expenditure: HKD103,830.47      Surplus/(Deficit) = 25,949.53</p> <p><b>B. Teachers' Survey Report (Number of stakeholders is 44)</b></p> <table border="1"> <thead> <tr> <th></th> <th>Analysis result from collected questionnaires</th> </tr> </thead> <tbody> <tr> <td>The average percentage of IT usage in teaching</td> <td>54.89%</td> </tr> <tr> <td>The satisfaction index (0 to 5) of the technical support provided by IT technicians</td> <td>4.34</td> </tr> <tr> <td>The satisfaction index (0 to 5) on the performance of IT equipment in classroom including computer and projector</td> <td>4.00</td> </tr> <tr> <td>The satisfaction index (0 to 5) on the performance of school servers for file management (N:/M:/T: drives), email handling (eClass) and school web site</td> <td>4.07</td> </tr> </tbody> </table> <p><b>C. Staff Survey Report (Number of stakeholders is 9)</b></p> <table border="1"> <thead> <tr> <th></th> <th>Analysis result from collected questionnaires</th> </tr> </thead> <tbody> <tr> <td>The satisfaction index (0 to 5) of the technical support provided by IT technicians</td> <td>4.33</td> </tr> <tr> <td>The satisfaction index (0 to 5) on the performance of IT equipment in their working place</td> <td>4.33</td> </tr> <tr> <td>The satisfaction index (0 to 5) on the performance of school servers for file management (N:/M:/T: drives), email handling (eClass) and school web site, WebSAMS and others</td> <td>4.11</td> </tr> </tbody> </table>		Analysis result from collected questionnaires	The average percentage of IT usage in teaching	54.89%	The satisfaction index (0 to 5) of the technical support provided by IT technicians	4.34	The satisfaction index (0 to 5) on the performance of IT equipment in classroom including computer and projector	4.00	The satisfaction index (0 to 5) on the performance of school servers for file management (N:/M:/T: drives), email handling (eClass) and school web site	4.07		Analysis result from collected questionnaires	The satisfaction index (0 to 5) of the technical support provided by IT technicians	4.33	The satisfaction index (0 to 5) on the performance of IT equipment in their working place	4.33	The satisfaction index (0 to 5) on the performance of school servers for file management (N:/M:/T: drives), email handling (eClass) and school web site, WebSAMS and others	4.11
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**D. Program Title**

Program Action Plan	Completed	Evaluation
1. Replacement of old computers and projectors in classroom	✓	The evaluation of each action plan can be referred to the IT Team Evaluation Plan 2007-2008
2. Computer Systems for various laboratory	✓	
3. 80th Anniversary Web Site Development	✓	
4. Existing Web Site Enhancement for Special Teams & Subject Panels	✓	
5. Printing of Student and Staff ID Cards with digital photo taking	✓	

**E. Availability of services listed in the CEG strategies/tasks:**

	Availability
1. WebSAMS	<input checked="" type="checkbox"/>
2. eClass	<input checked="" type="checkbox"/>
3. School web site	<input checked="" type="checkbox"/>
4. Printing service (SafeQ system) by Minolta	<input checked="" type="checkbox"/>
5. Web-based learning services (eClass English, Putonghua and typing practice)	<input checked="" type="checkbox"/>
6. Storage service (N:/M:/T:/S: network drives)	<input checked="" type="checkbox"/>
7. ECA service (Swimming and Sports Day System with web-based event registration and network marks processing system)	<input checked="" type="checkbox"/>
8. Resource & Booking service (eClass)	<input checked="" type="checkbox"/>
9. Announcement service (eClass and school web site)	<input checked="" type="checkbox"/>
10. eTV or other TV recording services	<input checked="" type="checkbox"/>
11. SAMS online (replaced by eClass and storage drives)	<input checked="" type="checkbox"/>

**F. IT technician annual appraisal**

The appraisals were completed by both IT technician and IT team chairperson. The grade given to the IT technician in the appraisal by IT Team chairperson was highly ranked. The document could be provided on request.

2	Religious Education Master	A, D & E	75% of the teachers concerned (panel/team members of Religious Ed. Panel, Religious Activities Team and	Survey	NDL	Over 80% of the teachers concerned agreed that the religious education master has provided the students with a good religious education and pastoral care.
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			Pastoral Care Team) agree that their workload is relieved and the overall behaviour of students is improved.			
3	Part-time (½) Administrative Assistant for school mangement	D	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	<ul style="list-style-type: none"> <li>• 90% of participants attend punctually;</li> <li>• 75% not commit the same mistakes in evaluation test;</li> <li>• 25% show improvement in final exam.</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance &amp; punctuality of students;</li> <li>• Assessment of students at the end of the program &amp;.in final exam.</li> </ul>	LCY	<ul style="list-style-type: none"> <li>• The program was run as scheduled. However, not all students came to course as scheduled due to clashes with Physics remedial tutorials organized by CSL. However, CSL organized his remedial tutors too late and did not compromised with us, so some students originally planned to attend Chem. Remedial tutorials were forced to come Phys one.</li> <li>The opinion from students' questionnaires ( totally 35 questionnaires were collected ) shown that the rating on <ul style="list-style-type: none"> <li>● The class size was just right ( rate 3.3 out of 5-point Likert scale where 1 means too large )</li> <li>● The duration was a bit short ( rate 3.3 out of 5-point Likert scale where 1 means too long )</li> <li>● Punctuality, knowledge, presentation skill and problem solving skills of tutors were fairly good ( rate 4.5, 4.2, 4.0 and 3.7 out of 5-point Likert scale where 5 means excellent )</li> <li>● The learning atmosphere was quite good ( rate 4.0 out of 5-point Likert scale where 5 means strongly disagree ).</li> <li>● The classroom management was quite good ( rate 4.3 out of 5-point Likert scale where 5 means strongly agree ). It was because teachers-in-charge always patrolled in corridor and assisted tutors in classroom management.</li> <li>● The self administrated usefulness was high ( rate 3.2 out of 5-point Likert scale where 5 means very useful ) <ul style="list-style-type: none"> <li>• 50% 4B, 46.7% 4C and 84.6% 4E participants had shown improvement that reflected from the increase in their order of Merit in Chemistry of Term Test and that of Final Examination.</li> </ul> </li> </ul> </li> </ul>
5	Biology	C	• More than 70% of	• Attendance;	TYH	1. 30 % of the participants attain an attendance of 100%. 12% of the participants attain an attendance of 66.7%. 10% of the

	Remedial Program (S3 & 4)		participants attain 70% attendance; • More than 50% of the participants show improvement in the next exam.	• Assessment of students; • Discussion with tutors and students		participants attain an attendance of 33.3%. 48% of the participants did not attend any lesson. 2. Participation in class and learning attitude of some participants are considered as good by the tutors. However, some are not. 3. Many participants consider the course useful.
6+	Physics Special Remedial Program (S4-S5)	C	Pass rate of HKCEE 2009 of Physics will be 90% or above	Check HKCEE 2009 results	HLC	The pass rate of HKCEE 2008 of Physics is 90.3 %, which is well above the 90% target.  The pass rate of HKCEE 2009 of Physics is 94.7 %, which is well above the 90% target.
7+	Mathematics Remedial Program (S4 & 5)	C	Over 75% attendance rate	Attendance Rate, Assessments of the Students in the Final Exam	CWK , CKC	The attendance rate was about 75%. The attendance rate is not very good because there was time clashes with remedial classes of Phy, Chem and Bio subjects. Better time arrangement can be made by better communication with those subject panels.  The exam results of the participants did not show a big improvement. It was because the remedial class is conducted in a considerable short period(1 month), only very basic skills and techniques could be trained.
8	Oral Training Course in Putonghua (S1-3)	B & C	Participants achieve rewarding results in Speech Festival	Results & Feedbacks from adjudicators of Speech Festival.	CK K	
9	Oral Examinations helpers	D	Smooth running of the oral exams.	Evaluation by the panel and the examiners.	cww	1. The assistants were able to follow the procedure to the letter and consequently, the examination was carried out smoothly and efficiently. 2. Each oral examination involved 5 classes of students. The large number of students meant that the procedural work was time-consuming. However, when assistants were made available, examiners need not bother with the procedural matters and this allowed them to concentrate on the assessment work.
10	S4 Learning and Physical Training Camp	C & E	75% of the participants agree that the student helpers are useful.	• Survey to gather feedback from participants; • Discussion	CYW	➤ Mentally equip students to face the new challenges lying ahead, especially the public exam, i.e. HKCEE. ➤ Providing a series of physical training for students to get their potentials, especially the bad conditions. Finally, they know how to face and solve those problems by themselves. ➤ Providing a platform for them to work and study in a group, especially a study group. ➤ Providing an opportunity for students to together set goals to be achieved in the coming years.  Positive Feedback:

					<ul style="list-style-type: none"> <li>➤ The objectives have been achieved to an excellent extent. Maybe physical training can bring their potential out.</li> <li>➤ It was generally agreed that the camp has helped students build up their confidence to overcome the difficulties. They are willing to help each other when somebody have difficulties.</li> </ul> <p>Negative Feedback:</p> <ul style="list-style-type: none"> <li>➤ Some students think the activities were very harsh. They felt tired.</li> <li>➤ It was inadequate time for taking rest.</li> </ul> <p>Improvement:</p> <ul style="list-style-type: none"> <li>➤ Provide some activities with less energy-requirement in order to provide more time to take rest.</li> <li>➤ It was recommended that there should be more programs that allow involvement of teachers.</li> </ul>
11	S6 Orientation Camp	C & E	75% of the participants agree that the student helpers are useful.	<ul style="list-style-type: none"> <li>• Survey to gather feedback from participants;</li> <li>• Discussion</li> </ul>	<p>CYW</p> <ul style="list-style-type: none"> <li>➤ Setting forth school's expectation on Form Six students.</li> <li>➤ Mentally equip students to face the new challenges lying ahead as they move on to become senior students.</li> <li>➤ Providing an environment for students to get better acquainted with one another so that they can work together better and each student can be designated a suitable post according to his talent and ability.</li> <li>➤ Providing leadership training which will come in very useful for the students in the coming years as their involvement in extra-curricular activities and student bodies will become vitally important.</li> <li>➤ Providing an opportunity for students to together set goals to be achieved in the coming years.</li> </ul> <p>Positive Feedback:</p> <ul style="list-style-type: none"> <li>➤ The objectives have been achieved to a satisfactory extent.</li> <li>➤ It was generally agreed that the camp has helped students build up their sense of belong to the school, their sense of responsibility as a senior student as well as unity between Form Six students.</li> </ul> <p>Negative Feedback:</p> <ul style="list-style-type: none"> <li>➤ Some students did not know beforehand that there would be a running session in the camp and thus did not bring appropriate footwear.</li> <li>➤ It was generally agreed that the mock election of SAA and PA was not very important and seemed to cause unnecessary disunity between the different groups.</li> </ul> <p>Improvement:</p> <ul style="list-style-type: none"> <li>➤ Students should have been notified about the camp and some of its programs, especially those which requires special clothing, at an earlier stage, preferably well before the day of distribution of HKCEE results.</li> <li>➤ It was proposed that techniques of holding a formal meeting should be taught in the camp.</li> <li>➤ It was recommended that an extra session designated for students to discuss and reach a primary agreement about posts of student bodies and clubs should be added.</li> </ul>

						<ol style="list-style-type: none"> <li>1. It was proposed that more Form 7 students should be invited to share their experiences and that these sharing should be well prepared and coordinated beforehand.</li> <li>2. It was recommended that there should be more programs that allow involvement of teachers.</li> </ol>
12+	Family Education Project	C	70% of the participants find the activity useful.	Questionnaire	KSW	
13	Chinese Music Orchestra Subsidy Scheme	E	<ul style="list-style-type: none"> <li>• Steady increase in students' enrolment;</li> <li>• Attendance rate of participants reaches 75% or above;</li> <li>• Satisfactory number of open performances</li> </ul>	<ul style="list-style-type: none"> <li>• Appraisal on the instructors / conductors;</li> <li>• Attendance record;</li> <li>• Performance in open contests and open events</li> </ul>	CCP	
14	Football Coach	E	Achieving satisfactory results in inter-school football competitions organized by HKSSF.	<ul style="list-style-type: none"> <li>• Attendance;</li> <li>• Results of inter-school football competition.</li> </ul>	CBL	<p>The attendance of students over 80%.</p> <p>Football Team was successfully promoted to Division One.</p>

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

\* **\$16,301** to be deployed from the General Domain Control a/c under the OEBG to make up the difference with the provision of \$430,879 (Grant received).

11/01/2011