

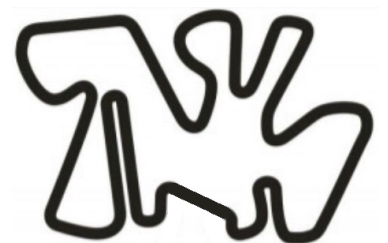


CEG Report

2022 – 2023



PLK Tong Nai Kan JS College



Our Mission : Achieving Academic Excellence Nurturing Potential Talent

Kenneth C.K. Wong
Principal
Po Leung Kuk Tong Nai Kan Junior Secondary College

我們的使命：

追求卓越
啟發潛能

黃仲奇校長

保良局唐乃勤初中書院

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Po Leung Kuk Tong Nai Kan Junior Secondary College

Report on Use of the Capacity Enhancement Grant in 2022-2023 School Year

Program	Method of Evaluation	Success Criteria	Evaluation
Employment of a 0.25 full-time IT Manager	Evaluation by the Administration and Public Liaison Head	<ol style="list-style-type: none"> 1. Ensure a stable network service within budget, including both wired and wireless network that are available for use by all staff members and students. 2. Ensure stable portable devices within budget, including both the MacBook and/or iPad, for use by all staff members and students. 3. Ensure advanced software applications within budget, for school administration, teaching and learning purposes. 	<ul style="list-style-type: none"> • The IT Manager had ensured a stable network service for the school within the budget by upgrading the school's Wi-Fi system to Wi-Fi 6 and the broadband lines for both wired and Wi-Fi networks. • The IT Manager has ensured stable portable devices for the school within the budget by properly managing all mobile devices (MacBook and/or iPad) for use by staff and students with the MDM system. The system provides flexibility for remote configuration of devices and installation of applications. • The IT Manager has successfully implemented advanced software applications within the budget by: <ul style="list-style-type: none"> - Upgrading the iPads located outside classrooms and activity venues with an enhanced Admin App. This upgrade includes a room booking feature that allows both staff and students to book rooms on the spot. - Enhancing the school website by implementing a bulk change feature for venue assignments and updates to original and substitute teachers. • The IT Manager has enforced the development of an Inventory System and formal documentation of business and system rules, as well as testing results. This includes the creation of system specifications and acceptance/ system test logs.
Employment of a 0.9 full-time Mathematics and Science Teacher	Evaluation by the Heads of Department of Mathematics and Department of Science	<ol style="list-style-type: none"> 1. Take up the teaching workload of 2 classes of Mathematics and 2 classes of Science. 2. Take up the exam paper setting and marking workload of Science subject. 3. Finish all S1 – S3 MC markings in Tests and Exams for Mathematics subject. 4. Prepare e-learning materials and other learning and teaching materials for Science and Mathematics. 5. Assist to train the Science Team students to participate in competitions and research works. 6. The teacher has assisted Math Club to organize 3 activities in the year. 7. Take up the duties in the School Open Day for Science subject, and in the CoolSTEAMaker Festival for Mathematics and Science subjects. 	<ul style="list-style-type: none"> • The teacher has taken up the teaching workload of 2 classes of Mathematics and 2 classes of Science in the year. • The teacher has finished the setting of 1 uniform quiz paper and 1 exam paper for Mathematics subject. The teacher also has taken up 1 exam paper setting, marking and analysis workload for Science subject. • The teacher has finished all S1 – S3 MC markings in Tests and Exams for Mathematics subject (4 times per form, 12 times in total). • The teacher has prepared teaching materials for Mathematics subject. The teacher also has appropriately participated in science curriculum development, in terms of e-learning and other teaching materials design for Science subject. • The teacher has assisted in training the Science Team students to participate in competition and research works effectively. • The teacher has assisted Mathematics Club to hold 2 activities in the year. • The teacher has taken up the duties in the CoolSTEAMaker festival for both the Mathematics and Science subjects. The teacher also has taken up the duties in the School Open Day for Science subject.

Po Leung Kuk Tong Nai Kan Junior Secondary College

Budget Summary of the Capacity Enhancement Grant in 2022-2023 School Year

	Program	Budget		Expenditure
(1)	Employment of a 0.25 full-time IT Manager · Basic Salary · MPF Employer's contribution	\$96,000.00 \$4,800.00		\$96,000.00 \$4,800.00
	SUB-TOTAL		\$100,800.00	\$100,800.00
(2)	Employment of a 0.75 full-time Mathematics and Science Teacher · Basic Salary · MPF Employer's contribution	\$282,000.00 \$18,000.00		\$282,000.00 \$18,000.00
	SUB-TOTAL		\$300,000.00	\$300,000.00
		TOTAL	\$400,800.00	\$400,800.00

2021-2022 Balance C/F :	\$ 5,485.70
2022-2023 Allotment :	\$ 509,812.00
	<hr/> \$ 515,307.70
2022-2023 Expenditure :	\$ 400,800.00
	<hr/> \$ 114,507.70