

**Po Leung Kuk Tong Nai Kan Junior Secondary College**  
**Report on Sister School Exchanges**  
**2022-23 School Year**

Name of the Mainland Sister School	(1): <u>Guangzu Middle School (Shenzhen)</u>
	(2): <u>Ningbo No.15 Middle School (Ningbo)</u>

## Part 1: Details of Exchange Activities

Item No.	Name and Content of the Exchange Activity	Intended Objective(s)	Evaluation Results	Reflection and Follow-up
1.	Upgrade student mobile video communication equipment <ul style="list-style-type: none"> <li>• iPad Air + Apple Pencil x 2</li> <li>• MacBook Pro x 3 + MacBook Air x 4</li> <li>• Mac Mini x 13</li> </ul>	<ul style="list-style-type: none"> <li>• Students are able to produce the exchange video clips for sharing.</li> <li>• Students are able to prepare the exchange project for sharing.</li> </ul>	<ul style="list-style-type: none"> <li>• Sharing of exchange video clips on campus</li> <li>• Sharing of exchange experiences during the morning assembly</li> </ul>	<ul style="list-style-type: none"> <li>• With enough equipment, all students can use the MacBook and Mac Mini to prepare the exchanging materials such as videos and movies as well as the deliverable exchanged products to share afterwards Meanwhile they can do some real time exchange with the sister schools too. At the same time, teachers and students can also use the better performance MacBook and Mac Mini to create communication learning materials to improve learning performance.</li> </ul>
2.	Visit Ningbo No. 15 Middle School <ul style="list-style-type: none"> <li>• To hold exchange activities with sister school students, including lesson observations, seminars or debates.</li> </ul> (Cancelled)	<ul style="list-style-type: none"> <li>• An academic exchange among students with sister school Ningbo No.15 Middle School can be organized.</li> <li>• A professional exchange among students with sister school Ningbo No.15 Middle School can be organized.</li> </ul>	Evaluation results: <ul style="list-style-type: none"> <li>• Student and teacher feedback</li> <li>• Report the assessment results</li> <li>• Activity report, school report</li> </ul>	<ul style="list-style-type: none"> <li>• Due to the COVID-19, the mainland exchange was cancelled.</li> </ul>
3.	Guangzu Middle School (Shenzhen) visit <ul style="list-style-type: none"> <li>• To hold exchange activities with sister school students, including lesson observations, seminars or debates.</li> </ul> (Cancelled)	<ul style="list-style-type: none"> <li>• An academic exchange among students with sister school Guangzu Middle School can be organized.</li> <li>• A professional exchange among students with sister school Guangzu Middle School can be organized.</li> </ul>	<ul style="list-style-type: none"> <li>• Student questionnaires</li> <li>• Teacher questionnaires</li> </ul>	<ul style="list-style-type: none"> <li>• Due to the COVID-19, the mainland exchange was cancelled.</li> </ul>

Part 2: Financial Report

Item No.	Name of the exchange	Expenditure Item	Amount	Remarks
1.	To improve student mobile video communication equipment, and purchase e-learning equipment for the exchange activities of the two schools.	Purchase e-learning equipment including: (1) iPad Air + Apple Pencil x 2 (2) MacBook Pro x 3 + MacBook Air x 4 (3) Mac Mini x 13	(1) \$10,296 (2) \$64,554 (3) \$48,620	
Total:			\$ 123,470	
2021 - 2022 Balance C/F :			\$ 114,552	
2022 – 2023 Allotment :			\$ 159,955	
Balance c/d to 2023 – 2024 :			\$ 151,037	

Part3 : Amendments (if applicable)

	Amendments Made	Remarks
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#### Part 4: Declaration

It is hereby certified that

1. this exchange report has been endorsed by the Incorporated Management Committee / School Management Committee;
2. all expenditure items are accountable with receipts which are properly kept in our school;
3. all expenditure charged to the grant are in line with the principles and requirements of the use of grant under the Pilot Scheme on Promoting Interflows between Sister Schools in Hong Kong and the Mainland, as well as the circulars and guidelines issued by EDB regarding procurement procedures;
4. annual audited accounts, which include the breakdown of income and expenditure of the grant, shall be submitted to EDB within the required period after the completion of each school year; and
5. all information provided is authentic, and we understand that EDB has the authority to require our school to produce proofs of expenditure for the purpose of auditing.



Signature of School Supervisor: \_\_\_\_\_

Name of School Supervisor: \_\_\_\_\_

Date : \_\_\_\_\_