

Po Leung Kuk Tong Nai Kan Junior Secondary College
Use of Capacity Enhancement Grants (2021-2022)

Method of consultation: Staff Meeting

Number of classes: 18

Item	Targets	Implementation Plan	Date	Budget (source)	Success indicators	Evaluation strategies	Person-in-charge
Employment of a <u>0.7</u> full-time Mathematics and Science Teacher	1. To relieve teachers' workload so that they can concentrate on developing effective learning and teaching strategies to improve and enhance learning and teaching	1. Perform the duties of a teacher	9/2021 - 8/2022	Salary: \$21,800×12 = \$261,600 Total = \$261,600	<ol style="list-style-type: none"> 1. The teacher has taken up the teaching workload of 1 class of Mathematics subject and 3 classes of Science subject. 2. The teacher has finished the setting of 1 quiz paper for Mathematics subject and 4 quiz papers and 3 test or exam papers for Science subject. 3. The teacher has assisted in Math Club to hold 3 activities and Science Club to hold 7 activities in the year. 4. The teacher has assisted in organizing two other Science activities assigned. 5. The teacher has finished all S1 – S3 MC markings in Tests and Exams for Mathematics subject. 6. The teacher has prepared e-learning teaching materials for Mathematics. 7. The teacher has taken up the duties in the CoolSTEAMaker Festival for Mathematics subject. 	1. Evaluation by the heads of Department of Mathematics and Department of Science	1. Heads of Department of Mathematics and Department of Science
Employment of a <u>1.0</u> full-time Mathematics and Design & Technology Teacher	1. To relieve teachers' workload so that they can concentrate on developing effective learning and teaching strategies to improve and enhance learning and teaching	1. Perform the duties of a teacher	9/2021 - 8/2022	Salary: \$33,350 × 12 = \$400,200 MPF (ER) \$1,500×12 = \$18,000 Total = \$418,200	<ol style="list-style-type: none"> 1. The teacher has taken up the teaching workload of 2 classes of Mathematics subject and some classes of Design & Technology subject. 2. The teacher has prepared 1 Mathematics educational video. 3. The teacher has assisted Math Club to organize 3 activities in the year. 4. The teacher has prepared e-learning teaching materials for Mathematics. 5. The teacher helps to train the Math Team students to participate in Mathematics Competitions. 6. The teacher has taken up the duties in the CoolSTEAMaker festival for Mathematics subject. 7. The teacher has prepared 2 Books / Keynote animation for the self-learning package of Design & Technology subject. 8. The teacher has taken up the duty of S1 Form coordinator in Design & Technology subject. 9. The teacher has prepared D&T teaching materials, including soft & hardcopies. 	1. Evaluation by the heads of Department of Mathematics and Department of Design & Technology	1. Heads of Department of Mathematics and Department of Design & Technology
Total : \$679,800.00							
2020-2021 Surplus : \$ 184,496 2020-2021 Grant : \$ 500,800 Total : \$ 685,296							