

**Proposal on the Use of Additional Time-limited funding of  
Capacity Enhancement Grant in 2006/07 School Year**

Name of School : Chan Shu Kui Memorial School  
 Means by which teacher have been consulted : opinion poll during staff meeting  
 No. of operating class : 29

| Task Area   | Major Area(s) of Concern  | Strategies/ Tasks   | Benefits Anticipated   | Time Scale                         | Resources Required  | Success Criteria  | Method(s) of Evaluation  | People Responsible                               |
|---|---|---|--|------------------------------------|---|---|--|--|
| Curriculum Development, Integration of information technology in teaching | Better use of I.T. in the Preparation of lessons  | To employ one I.T. Assistant to assist teachers to build up a school resource database and Internet resources | Better use of school I.T. resources  | From September 2006 to August 2007 | Salary of one I.T. Assistant for one year inclusive of MPF. A total of \$110,000                | Satisfactory maintenance of the school intranet and school resource database  | Performance assessment on the I.T. assistant   | Panel Chair of I.T.                              |
| Curriculum Development  | Releasing clerical workload of teachers in recording the meeting minutes, teaching resources and relevant students' records | To employ three full time Teaching Assistants   | More time for the teachers to prepare for the lessons, attending seminars and courses and book marking | From September 2006 to August 2007 | Salary for one year inclusive of MPF. A total of \$110,000 + \$120,000 + \$120,000 = \$350,000. | Compilation of teaching materials, resource and references and teachers have more time to spend on lesson preparation | 1) Survey of a random sample of students at the end of the school year.<br>2) Evaluation questionnaires to all Chinese, Mathematics and P.S.H.E. teachers. | Studies Panel (Chinese, Mathematics and P.S.H.E) |

Resource Required Subtotal = \$110,000 + \$350,000 = \$460,000

**Proposal on the Use of Additional Time-limited funding of  
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Name of School : **Chan Shu Kui Memorial School**

| Task Area                                | Major Area(s) of Concern  | Strategies/Tasks                                      | Benefits Anticipated   | Time Scale                    | Resources Required                                    | Success Criteria   | Method(s) of Evaluation             | People Responsible |
|--|---|---|--|-------------------------------|---|--|-------------------------------------|--------------------|
| Enhancing Students' Language Proficiency | Promoting a language rich environment for the students to learn English in an authentic way | To employ a part-time Native Speaking English Teacher | The students have more opportunities to listen to and speak English with native speaker, they will be more interested to learn English through the programmes and activities conducted by the NET. | September 2006 to August 2007 | Salary around \$50,000 for one year.                  | The students are more willing to speak in English during the English lessons, they have better performance in the oral examinations, the English standard of the students is found to be improved. | Feedback from students and teachers | English Panel      |
| Releasing teachers' administrative work  | To assist the administrative work of school   | To employ a full-time Executive Officer               | The teachers have more time for lesson preparation and curriculum planning.  | September 2006 to August 2007 | Salary inclusive of MPF around \$260,000 for one year | The teachers have more time for lesson preparation and follow-up works.  | Feedback from teachers              | Principal          |

**Resource Required Subtotal = \$460,000 + \$50,000 + \$260,000      Total = \$770,000**

Endorsed by School Supervisor :



Date : 30 JAN 2007