

Plan on Use of Capacity Enhancement Grant in 2023/24 School Year

Name of School : Po Leung Kuk No.1 W.H. Cheung College

Means by which teachers have been consulted: Opinion survey followed by staff meeting

No. of operating classes: 30

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Curriculum development and coping with diverse and special learning needs of students	To enhance quality of learning and teaching in music	To employ eight band tutors for the school band to alleviate teachers' workload, for example, providing additional music training with students after school, at weekend and during holidays, so that the teachers can spare more time for developing and reviewing the curriculum to better cope with the diverse needs of students and students' music talents can be catered for	Teachers' workload outside normal lesson time can be alleviated and students' potential of playing musical instruments can be stretched	Whole year	Salary of the band tutors for the year : \$756,000	Teachers' workload is reduced and students find the after school band practices enjoyable	<ul style="list-style-type: none"> • Collect comments from subject teachers concerned • Collect comments from the student participants 	Ms. SETO Mei Han and Ms. CHING Sau Wah

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Curriculum development, integrating the information technology in teaching	To enhance quality of learning and teaching in various subjects	To employ one Technical Support Services (TSS) staff member to alleviate teachers' teaching and non-teaching workload, for example, assisting in setting up equipment for lessons and activities conducted in the MMLC, providing technical support for IT teaching and preparation of teaching aids for all subjects, etc., so that teachers' workload in applying IT in both teaching and extra-curricular activities can be reduced	Teachers' workload can be alleviated	Whole year	Salary of the IT Technical Support Technician for the year : \$249,480	Teachers' workload is reduced	<ul style="list-style-type: none"> • Collect comments from subject teachers concerned • Conduct performance appraisal on the IT Technical Support Technician by his supervisor 	Ms. FUNG Pik Shan, Mr. AU Yi Ki and subject panel chairmen
					Total: \$1,005,480 *			

Remarks :

*To be covered by the surplus \$1,037,900.09 brought forward from the 2022/23 school year and the grant \$666,935.00 for the 2023/24 school year = Total amount \$1,704,835.09.