

St. Paul's Secondary School



Plan on the Use of the Capacity Enhancement Grant 2009 – 2010

At the Staff Meeting towards the end of last academic year, teachers are invited to give their proposed plans on the use of Capacity Enhancement Grant for 2009/2010. At the beginning of the academic year 2009/2010, they are reminded to do so before 20 August 2009. All the proposed plans unanimously agreed by teaching staff have been included in this file with the approval of S.M.C.

St. Paul's Secondary School

Plan on the Use of Capacity Enhancement Grant

2009/2010

Table of Contents

A. Curriculum development/ Relieving teachers of some workload

- A.1 Examination Invigilators or Casual Supply Teachers
- A.2 SPSS Prefects / Students as Registrars Assistants
- A.3 SPSS Yearbook Editorial Board Facilitator

B. Enhancement of language proficiency of students

- B.1 中一級中文閱讀課
- B.2 中二級中文閱讀課
- B.3 Oral Workshop for Form 3 Students
- B.4 Oral Practices for Form 7 Students (by Veteran Teacher)

C. Meeting the diverse and special needs of students

- C.1 Professional Instructor for the Dance Club (National Dance)
- C.2 Professional Instructor for the Dance Club (Oriental Dance)
- C.3 Professional Instructor for Badminton Training
- C.4 Professional Instructors for Basketball Training
- C.5 Professional Instructor for Rope Skipping Course
- C.6 Professional Conductor for School Choir
- C.7 Professional Conductor for School Orchestra
- C.8 粵劇粵曲班
- C.9 Ceramic Talk
- C.10 Script-writing/ Acting Workshops for Form 2 and Form 3 Students
- C.11 Leadership Training Workshops for Form 6 Students and School Prefects
- C.12 Career Workshop for Form 7 Students (Interview Skills)
- C.13 Career Talk for Form 4-6 Students (Life Planning)
- C.14 Form 1 Bridging CD-ROM
- C.15 One-day Orientation Programme for New Form 1 Students
- C.16 中一新生中文輔導班
- C.17 Bridging Programme for New Form 1 Students (English)
- C.18 Bridging Programme for New Form 1 Students (Mathematics)

Task Area	A. Curriculum development/ Relieving teachers of some workload	
Major Area(s) of Concern	Teachers can focus on activities related to teaching and learning	
Strategies/Tasks	To employ examination invigilators or casual supply teachers to alleviate teachers from substitution or supervision of students when the need arises	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Teachers can focus on developing teaching plans/schedules 2. Teachers' extra burden of substituting for their colleagues attending CPD can be eased 	
Time Scale	September 2009 to July 2010	
Resources Required	Description	Estimated Amount
	Salaries of the examination invigilators or casual supply teachers	\$15,000
	Total	\$15,000
Success Criteria	Over 80% of teachers found the examination invigilators or casual supply teachers helpful	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Performance appraisal 2. Feedback from teachers 	
Teacher(s) Responsible	Mr. T.S. Yuen	

Task Area	<p>A. Curriculum development/ Relieving teachers of some workload</p> <p>B. Enhancing language proficiency of students</p> <p>C. Meeting diverse and special needs of students</p>	
Major Area(s) of Concern	<p>1. Teachers' administrative workload will be reduced</p> <p>2. Students can further enhance their skills in</p> <ul style="list-style-type: none"> • Leadership • Effective communication • Presentation • Collaboration • Team-work 	
Strategies/Tasks	To employ prefects/students as Student Ambassadors to ensure the smooth running of the F.1 registration process in July 2010	
Benefits Anticipated	<p>1. To ensure an effective and efficient registration process</p> <p>2. To enhance students' personal development</p>	
Time Scale	July 2010	
Resources Required	Description	Estimated Amount
	\$50 x 171 students	\$8,550
	Stationery	\$150
	Total	\$8,700
Success Criteria	<p>1. Workload of teachers reduced by 50%</p> <p>2. Over 80% positive response from Student Ambassadors</p>	
Method(s) of Evaluation	<p>1. Feedback from students</p> <p>2. Feedback from teachers</p>	
Teacher(s) Responsible	Mrs. I.V. Chin	

Task Area	A. Curriculum development/ Relieving teachers of some workload	
Major Area(s) of Concern	1. Teachers' supervisory workload will be reduced 2. Students can enhance their skills in <ul style="list-style-type: none"> • Editing • Graphic design • Logistics • Collaboration 	
Strategies/Tasks	To hire a SPSS Yearbook Editorial Board Facilitator to help the existing Editorial Board and act as the mentor of the Editor-in-Chief	
Benefits Anticipated	1. The F.6 student editors will be relieved of their heavy workload, and can focus on their final exams 2. The F.5 student helper will be better prepared for the job of Editor-in- Chief in F.6	
Time Scale	5th May to 26th June 2010	
Resources Required	Description	Estimated Amount
	Salary of the facilitator	\$5,000
	Total	\$5,000
Success Criteria	1. Some of the burdens of the teachers are relieved 2. Some of the burdens of the students are relieved	
Method(s) of Evaluation	1. Evaluation and feedback from students 2. Feedback from teachers	
Teacher(s) Responsible	Miss E. Yam	

Task Area	B. 提升學生的語文能力	
Major Area(s) of Concern	增進閱讀的興趣及中國語文能力	
Strategies/Tasks	聘請校外專業人士協助建立資料庫，研習教法，強化中一級中文閱讀課教學效果，提升教師專業	
Benefits Anticipated	<ol style="list-style-type: none"> 1. 培養學生的閱讀興趣和習慣，拓闊學生的閱讀範疇，提升語文能力 2. 促進學生自主學習的能力 3. 整理、增補、完善上學年積累的資料和經驗 4. 建立資料庫 5. 促進交流 	
Time Scale	二零零九年十月至二零一零年六月(共十節)	
Resources Required	費用	金額
	聘請校外專業人士	\$15,000
	總數	\$15,000
Success Criteria	70%學生能養成閱讀書/報的興趣，並在學年內閱讀最少十本課外書籍	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. 問卷調查 2. 圖書館借閱紀錄 	
Teacher(s) Responsible	區建雯老師、冼美嫻老師、石佩雯老師	

Task Area	B. 提升學生的語文能力	
Major Area(s) of Concern	鞏固中二級學生閱讀的興趣和習慣，並進一步提升學生讀、寫、聽、說及思維等能力	
Strategies/Tasks	聘請校外專業人士協助規劃及設計中二級中文閱讀課的內容，強化學習的效果	
Benefits Anticipated	<ol style="list-style-type: none"> 1. 拓闊學生閱讀面，激發思維和創意，提升語文能力 2. 累積語文知識和能力，為新高中奠下堅實的語文基礎 3. 促進學生自主學習的能力 	
Time Scale	二零零九年十月至二零一零年六月(共十五節)	
Resources Required	費用	金額
	聘請校外專業人士	\$30,000
	總數	\$30,000
Success Criteria	70%學生能養成閱讀書籍或報章的習慣，並能按即時提供的材料視讀或演講	
Method(s) of Evaluation	問卷調查	
Teacher(s) Responsible	區建雯老師、冼美嫻老師、石佩雯老師	

Task Area	<p>A. Curriculum development/ Relieving teachers of some workload</p> <p>B. Enhancing language proficiency of students</p> <p>C. Meeting diverse and special needs of students</p>	
Major Area(s) of Concern	<p>1. Providing more opportunities for F.3 students to practise their oral English</p> <p>2. Preparing F.3 students for the TSA English speaking component</p>	
Strategies/Tasks	<p>An experienced and professional instructor will be hired to conduct the oral workshop for Form 3 students</p>	
Benefits Anticipated	<p>1. More opportunities to practise students' speaking skills</p> <p>2. Better preparation for the TSA English speaking component</p> <p>3. Group interaction catered for both the high and low achievers</p>	
Time Scale	<p>During the Easter holidays 2010</p>	
Resources Required	Description	Estimated Amount
	<p>Fee for the instructor</p> <p>(3 lessons x 2 hrs)</p>	\$4,000
	Total	\$4,000
Success Criteria	<p>70% of the participants find the workshop useful</p>	
Method(s) of Evaluation	<p>Evaluation forms</p>	
Teacher(s) Responsible	<p>Mr. H.Y. Wong</p>	

Task Area	B. Enhancing language proficiency of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To boost students' confidence and to help them achieve academic excellence 2. To provide students with more opportunities for interaction within and outside class 	
Strategies/Tasks	A veteran teacher of public speaking and oral English would be employed to give additional English oral training for F.7 students' UE Oral exam after their written papers	
Benefits Anticipated	<ol style="list-style-type: none"> 1. The motivated students will develop confidence and competence in Oral English 2. The high achievers will benefit from more practices and professional comments 	
Time Scale	April – May 2010, before students' HKAL oral exams	
Resources Required	Description	Estimated Amount
	Fee for the tutor ($\$550 \times 20$ hrs)	\$ 11,000
	Total	\$11,000
Success Criteria	<ol style="list-style-type: none"> 1. Students' attendance 2. Students' confidence in English Oral enhanced 3. HKALE English Oral results 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance records 2. Students' feedback 3. Teachers' comments 4. Students' exam results 	
Teacher(s) Responsible	Miss E. Yam and the F.7 English teachers	

Task Area	C. Meeting diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To promote dance culture in school 2. To have better performance in dance competition 	
Strategies/Tasks	A professional national dance instructor will be employed to provide extra training lessons for 15 F.1 to F.4 team members and to prepare them for the Dance Festival and the school functions	
Benefits Anticipated	<ol style="list-style-type: none"> 1. To enhance student's aesthetic appreciation 2. To foster and reinforce team spirit 3. To improve dance skills and have good preparation for the Dance Festival and the school functions 	
Time Scale	October 2009 – July 2010	
Resources Required	Description	Estimated Amount
	Fee for the instructor (\$500 x 2 hrs x 8 lessons)	\$8,000
	Costumes for performances	\$6,000
	Total	\$14,000
Success Criteria	<ol style="list-style-type: none"> 1. 90% of attendance rate 2. Commended Award or above can be obtained 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record 2. Feedback from students and dance instructor 3. Competitions results and comments from the adjudicators 	
Teacher(s) Responsible	Miss C. Tang	

Task Area	C. Meeting diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To promote oriental dance in school 2. To raise students' interest in learning oriental dance 	
Strategies/Tasks	A professional oriental dance instructor will be hired to provide extra training lessons for 10 F.1 to F.4 team members and to prepare them for the Dance Festival and the school functions	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Students enjoy learning oriental dance 2. Students are well prepared for the Dance Festival and the school functions 3. Improvement in dance skills can be shown 	
Time Scale	October 2009 – July 2010	
Resources Required	Description	Estimated Amount
	Fee for the instructor ($\$500 \times 2 \text{ hrs} \times 20 \text{ lessons}$)	\$20,000
	Costumes for performances	\$8,000
	Total	\$28,000
Success Criteria	<ol style="list-style-type: none"> 1. 90% of attendance rate 2. Commended Award or above can be obtained 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record 2. Feedback from students and dance instructor 	
Teacher(s) Responsible	Miss C. Tang	

Task Area	C. Meeting diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. Students' collaborative learning and thinking skills 2. Students' cooperation, persistence and accuracy in badminton competition 	
Strategies/Tasks	<ol style="list-style-type: none"> 1. A professional badminton instructor will be employed to conduct 16 2-hour training sessions for club members 2. Different levels of training will be given according to students' abilities and performances 	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Improvement in badminton skills 2. Teacher-in-charge can pay more attention to individual student 	
Time Scale	September 2009 to May 2010	
Resources Required	Description	Estimated Amount
	Fee for the professional instructor ($\$300 \times 2 \text{ hrs} \times 16 \text{ lessons}$)	\$9,600
	Total	\$9,600
Success Criteria	<ol style="list-style-type: none"> 1. Participation rate improved 2. 90% positive response from participants 3. Competition results improved 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record 2. Evaluation forms and reports 3. Competition results and instructor's comments 	
Teacher(s) Responsible	Mr. J. Wong	

Task Area	C. Meeting diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. Students' collaborative learning and thinking skills 2. Students' cooperation, persistence and accuracy in basketball competition 	
Strategies/Tasks	<ol style="list-style-type: none"> 1. Professional basketball instructors will be employed to conduct 30 2-hour training sessions for club members 2. Different levels of training will be given according to students' abilities and performances 	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Improvement in basketball skills 2. Attract more students to play basketball 3. Teacher-in-charge can pay more attention to individual student 	
Time Scale	September 2009 to July 2010	
Resources Required	Description	Estimated Amount
	Fee for the professional instructors (\$300 x 2 hrs x 30 lessons)	\$18,000
	Total	\$18,000
Success Criteria	<ol style="list-style-type: none"> 1. Participation rate improved 2. 90% positive response from participants 3. Competition results improved 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record 2. Evaluation forms and reports 3. Competition results and instructors' comments 	
Teacher(s) Responsible	Mr. J. Leung	

Task Area	C. Meeting diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To train students' collaborative learning and communication skills 2. To train students' persistence and creativity 	
Strategies/Tasks	<ol style="list-style-type: none"> 1. A professional rope-skipping instructor will be employed to conduct course every Tuesday for team members 2. Different levels of training will be given according to students' abilities and performances 	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Improvement in rope skipping skills 2. Enhancement of students' creativity and thinking skills 	
Time Scale	October 2009 to July 2010	
Resources Required	Description	Estimated Amount
	Fee for the professional instructor ($\$300 \times 2 \text{ hrs} \times 17 \text{ lessons}$)	\$10,200
	Total	\$10,200
Success Criteria	<ol style="list-style-type: none"> 1. Participation rate improved 2. 90% participants have positive response 3. Competition results improved 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record 2. Evaluation forms and reports 3. Competitions results and comments from the adjudicators 	
Teacher(s) Responsible	Miss C. Mak	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To enhance students' vocal training 2. To build up students' self-esteem 3. To build up team spirit, sense of belonging and sense of achievement 	
Strategies/Tasks	To hire a professional choir conductor to conduct and train the school Junior and Senior Choirs with 120 students from all forms. The practice will be held every Tuesday, Wednesday, and Friday at lunchtime and Monday after school	
Benefits Anticipated	<ol style="list-style-type: none"> 1. To build up students' self-esteem and confidence 2. To build up team spirit 3. To learn more about music and self management 	
Time Scale	September 2009 to August 2010	
Resources Required	Description	Estimated Amount
	Fee for the professional conductor (\$400 x 50 hrs)	\$20,000
	Total	\$20,000
Success Criteria	85% attendance rate from each student	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record of all Choir members 2. Conductor's and teacher's evaluation report 	
Teacher(s) Responsible	Ms W Kam	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To enhance students' musical training 2. To build up students' self-esteem 3. To build up team spirit, sense of belonging and sense of achievement 	
Strategies/Tasks	To hire a professional conductor for school orchestra to conduct and train 90 school orchestral members from all forms. The practice will be held every Thursday at lunchtime and after school	
Benefits Anticipated	<ol style="list-style-type: none"> 1. To build up students' self-esteem and confidence 2. To build up team spirit 3. To learn more about music and self management 	
Time Scale	September 2009 to August 2010	
Resources Required	Description	Estimated Amount
	Fee for the professional conductor (\$550 x 160 hrs)	\$88,000
	Total	\$88,000
Success Criteria	85% attendance rate from each student	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record of all orchestra members 2. Conductor's and teacher's evaluation report 	
Teacher(s) Responsible	Ms W. Kam	

Task Area	C. 照顧個別學習差異的學生	
Major Area(s) of Concern	認識粵劇的精妙，從優美的曲詞去領略中國文化和藝術，更從瞭解而尊重自己的傳統本土文化	
Strategies/Tasks	聘請校外專業導師教授粵劇粵曲班	
Benefits Anticipated	<ol style="list-style-type: none"> 1. 了解粵劇基本演唱技巧、基本身段和台步，加強對中國戲曲的認識 2. 除教授傳統曲目外，還以古典詩文入題。學生藉曲中的詩詞，既能認識中國歷史，又可欣賞中國文學，提高語文水平 	
Time Scale	二零零九年十月至二零一零年五月 (每星期一次，每次一小時三十分，共二十個星期)	
Resources Required	費用	金額
	聘請校外專業導師	\$13,000
	總數	\$13,000
Success Criteria	<ol style="list-style-type: none"> 1. 學生的出席率最少有 80% 2. 同學能單獨演唱所教授的曲目，並順利完成演出 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. 意見調查表 2. 課外活動評估表 3. 學生出席率 4. 校內演出 	
Teacher(s) Responsible	譚伊薇老師	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To nurture the sense of aesthetic 2. To raise students' interest in learning ceramics 	
Strategies/Tasks	A tutor will be hired to conduct a talk on ceramic at school. The talk will include talk, discussions, sharing and appreciation	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Students enjoy learning ceramics 2. Students build up vision of and interest in art 3. Students develop the sense of aesthetic 4. Students understand various art materials 5. Students develop generic skills through art creation 	
Time Scale	5 November 2009	
Resources Required	Description	Estimated Amount
	Fee for the workshop	\$1,440
	Total	\$1,440
Success Criteria	Over 70% of the participants give positive response	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Attendance record 2. Feedback from students and tutor 	
Teacher(s) Responsible	Ms. S. Chiang	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. Providing students with an opportunity to learn some skills related to drama 2. Preparing students for the Verse and Play Competition in the 2nd term 	
Strategies/Tasks	A professional instructor will be hired to conduct the script-writing/ acting workshops for F.2 and F.3 students	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Students will know more about script-writing/ acting skills 2. They are more prepared for the Verse and Play Competition 3. This better them prepares for the Drama elective in NSS English 4. F.2 and 3 teachers will be relieved of some workload 	
Time Scale	October – December, 2009	
Resources Required	Description	Estimated Amount
	Fee for the instructor	\$20,000
	(8 lessons x 2 hours x 2 workshops)	
	Total	\$20,000
Success Criteria	70% of the participants find the workshop useful	
Method(s) of Evaluation	Evaluation forms	
Teacher(s) Responsible	Mr. H.Y. Wong, Miss P. Wai	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	To equip the students with good leadership, organizing and time management skills	
Strategies/Tasks	To organize a one-day Leadership Training Workshop for F.6 Students (2010-11) and School Prefects	
Benefits Anticipated	<ol style="list-style-type: none"> 1. To help the participants understand the roles and characters of a leader 2. To strengthen the participants' self-confidence 3. To enhance the participants' human relationship skills 4. To enhance the participants' conflict management skills 	
Time Scale	April 2010 and late August 2010	
Resources Required	Description	Estimated Amount
	Fee for the programme facilitator	\$20,000
	Total	\$20,000
Success Criteria	Over 70% positive response	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Evaluation and feedback from students 2. Feedback from teachers 	
Teacher(s) Responsible	Mrs. J. Li and Mrs. A. Lam	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To learn interview skills 2. To provide rehearsal of interviewing university programmes 	
Strategies/Tasks	To hire social workers to conduct a career workshop for Form 7 students on interview skills	
Benefits Anticipated	<ol style="list-style-type: none"> 1. Better preparation before JUPAS programme interview 2. Enhance self-confidence in an interview 	
Time Scale	November 2009	
Resources Required	Description	Estimated Amount
	Fee for the workshop ((\$800 x 7 groups))	\$5,600
	Total	\$5,600
Success Criteria	70% of the students have more confidence and better preparation for the JUPAS interview	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Evaluation and feedback from students 2. Feedback from teachers 	
Teacher(s) Responsible	Ms. W.T. Chan	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	To assist students to make better study choice at their post-secondary level	
Strategies/Tasks	To hire social workers to conduct a career talk for Form 4 – 6 students on life planning	
Benefits Anticipated	Understand the importance of early planning of study and career goals	
Time Scale	October 2009	
Resources Required	Description	Estimated Amount
	Fee for the workshop (\$800 x 2 sessions)	\$1,600
	Total	\$1,600
Success Criteria	80% of the Form 4 – 6 students agree the importance of early planning of study and career goals	
Method(s) of Evaluation	1. Evaluation and feedback from students 2. Feedback from teachers	
Teacher(s) Responsible	Ms. W.T. Chan	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	To prepare the new Form 1 students for an EMI environment in September	
Strategies/Tasks	<ol style="list-style-type: none"> 1. A F.1 Bridging CD-ROM with definitions, pronunciations and basic vocabulary on various subjects will be given to each F.1 students on their day of registration 2. Useful links to relevant subject websites, holiday assignments, and reading lists are included 	
Benefits Anticipated	Students can get used to their F.1 curriculum when they start their secondary education	
Time Scale	June – July 2010	
Resources Required	Description	Estimated Amount
	Production of CD-ROMs and CD covers	\$2,000
	Total	\$2,000
Success Criteria	<ol style="list-style-type: none"> 1. Students are able to acquire the foundations of the basic vocabulary of Form 1 subjects and classroom language 2. Build up confidence for participating activities in an EMI classroom 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Evaluation and feedback from students 2. Feedback from teachers 	
Teacher(s) Responsible	Miss E. Yam, Mr. M. Lai and Mr. J. Chow	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	<ol style="list-style-type: none"> 1. To enhance students' motivation and learning effectiveness through the development of mutual help system between junior and senior form students 2. To pursue a culture of collaborative learning and teaching among students and teachers 	
Strategies/Tasks	<p>To recruit about 100 Paulinians as mentors of the 1-day orientation programme for new F.1 students. The programme includes discussions, sharing, presentations and interactive games focusing on:</p> <ol style="list-style-type: none"> 1. Knowing our school 2. Peers relationship and religious activities 3. Adaptation of school life 	
Benefits Anticipated	<ol style="list-style-type: none"> 1. To create a spirit of sisterhood within SPSS 2. To develop positive values & attitudes and know more about the school culture 3. To raise students' moral awareness and train them to acquire various problem-solving skills 	
Time Scale	Mid-July 2010	
Resources Required	Description	Estimated Amount
	15 senior students as programme leaders (\$500 X 15)	\$7,500
	80 student helpers (\$350 X 80)	\$28,000
	materials and miscellaneous items	\$4,500
	Total	\$40,000
Success Criteria	<ol style="list-style-type: none"> 1. Over 70% of the students agree that the function has enhanced their problem-solving skills and helped them to cope with their secondary school life 2. Over 70% of the students agree that the senior students are their role-models in school 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Evaluation and feedback from students 2. Feedback from teachers 	
Teacher(s) Responsible	<p>Mrs. A. Wong, Miss G. Ho and Mr. A. Lai Counselling Team, Discipline Team and Religious Studies Department</p>	

Task Area	B. 提升學生的語文能力 C. 照顧學習差異的學生	
Major Area(s) of Concern	中一新生對中文科的適應及銜接	
Strategies/Tasks	聘請導師於暑假為中一新生舉辦三班中文輔導班	
Benefits Anticipated	1. 鞏固學生的中文基礎 2. 增進學生對中文的興趣	
Time Scale	二零一零年七月 (每班約二十人，各五節，每節一小時十五分)	
Resources Required	費用	金額
	聘請導師	\$15,000
	總數	\$15,000
Success Criteria	1. 70%學生認同對中文的興趣得到提升 2. 70%出席率	
Method(s) of Evaluation	1. 問卷調查 2. 學生的出席率	
Teacher(s) Responsible	區建雯老師	

Task Area	B. Enhancing language proficiency of students C. Meeting diverse and special learning needs of students	
Major Area(s) of Concern	To enhance new Form 1 students' learning effectiveness and confidence in an EMI learning environment	
Strategies/Tasks	Native speaking teachers will be hired to conduct an English bridging programme for all new Form 1 students to prepare them for studies in an EMI school in September	
Benefits Anticipated	1. Students will have a smoother transition from their CMI primary school to an EMI secondary school 2. Students will gain confidence using English in class	
Time Scale	Late August 2010	
Resources Required	Description	Estimated Amount
	Fee for the tutors (\$400 x 170 students)	\$68,000
	Total	\$68,000
Success Criteria	1. Form 1 students feel confident having their lessons in English 2. Students have mastered the basic vocabulary and classroom language by September	
Method(s) of Evaluation	1. Tutors' observation 2. Students' evaluation 3. Form 1 teachers' observation	
Teacher(s) Responsible	Miss E. Yam and the Department of English	

Task Area	C. To meet diverse and special learning needs of students	
Major Area(s) of Concern	To prepare the new F.1 students entering an EMI environment in September	
Strategies/Tasks	A 15-hour bridging programme in mathematics for new F.1 students will be conducted in July	
Benefits Anticipated	<ol style="list-style-type: none"> 1. To lay a foundation of Mathematics skills for F.1 students in an EMI school 2. Teachers can focus on developing teaching plans/ schedules 	
Time Scale	July 2010	
Resources Required	Description	Estimated Amount
	Fee for the tutor	\$15,000
	Total	\$15,000
Success Criteria	<ol style="list-style-type: none"> 1. Acquire the foundations of Mathematics skills 2. Build up confidence in an EMI classroom 3. 80% of attendance rate 	
Method(s) of Evaluation	<ol style="list-style-type: none"> 1. Evaluation and feedback from students 2. Feedback from teachers 	
Teacher(s) Responsible	Mr. T.S. Yuen	

St. Paul's Secondary School
Plan on the Use of Capacity Enhancement Grant 2009/2010
Summary

	HKD	HKD
A. Curriculum development/ Relieving teachers of some workload		
A.1 Examination Invigilators or Casual Supply Teachers	15,000.00	
A.2 SPSS Prefects/ Students as Student Ambassadors	8,700.00	
A.3 SPSS Yearbook Editorial Board Facilitator	5,000.00	
Subtotal (A)		28,700.00
B. Enhancement of language proficiency of students		
B.1 中一級中文閱讀課	15,000.00	
B.2 中二級中文閱讀課	30,000.00	
B.3 Oral Workshop for Form 3 students	4,000.00	
B.4 Oral Practices for Form 7 Students (by Veteran Teacher)	11,000.00	
Subtotal (B)		60,000.00
C. Meeting the diverse and special needs of students		
C.1 Professional Instructor for the Dance Club (National Dance)	14,000.00	
C.2 Professional Instructor for the Dance Club (Oriental Dance)	28,000.00	
C.3 Professional Instructor for Badminton Training	9,600.00	
C.4 Professional Instructors for Basketball Training	18,000.00	
C.5 Professional Instructor for Rope Skipping Course	10,200.00	
C.6 Professional Conductor for School Choir	20,000.00	
C.7 Professional Conductor for School Orchestra	88,000.00	
C.8 粵劇粵曲班	13,000.00	
C.9 Ceramic Talk	1,440.00	
C.10 Script-writing/ Acting Workshops for Form 2 and Form 3 Students	20,000.00	
C.11 Leadership Training Workshops for Form 6 Students and School Prefects	20,000.00	
C.12 Career Workshop for Form 7 Students (Interview Skills)	5,600.00	
C.13 Career Talk for Form 4-6 Students (Life Planning)	1,600.00	
C.14 Form 1 Bridging CD-ROM	2,000.00	
C.15 One-day Orientation Programme for New Form 1 Students	40,000.00	
C.16 中一新生中文輔導班	15,000.00	
C.17 Bridging Programme for New Form 1 Students (English)	68,000.00	
C.18 Bridging Programme for New Form 1 Students (Mathematics)	15,000.00	
Subtotal (C)		389,240.00
GRAND TOTAL		478,140.00

Budget		
	Grant received for the year 2009/2010	458,927.00
<u>Less:</u>	Proposed Expenditure for the year 2009/2010	478,140.00
	(Deficit) for the year 2009/10	(19,213.00)
<u>Add:</u>	Surplus B/F from the year 2008/2009	0.00
	Balance for the year 2009/2010	(19,213.00)