

SALEM-Immanuel Lutheran College
Plan on Use of Capacity Enhancement Grant (2011/2012)

I. Objectives

1. to employ part-time personnel to help in examination preparation programmes for students.
2. to employ additional teachers in non-subsided terms to relieve workload of English and Chinese teachers so that they can concentrate on the development of effective learning and teaching strategies.

II. Strategies

Project 1

- Setting up study rooms for S.5 and S.7 from November 2010 to June 2011, and tutorial classes for S.1 to S.5 from March to May 2011.

Target

60 S.5 & S.7 students for study rooms, 1500 student-sessions for S.4/S.5 tutorial classes (except English) and 1600 student-sessions for S.1 – S.4 English tutorial classes.

Man-power required

- 2 to 10 helpers to be in charge of study rooms;
- 6 to 12 teachers (or university students) as tutors for S.4/S.5 tutorial classes;
- 4 professionally trained English teachers as tutors for S.1-4 English tutorial classes.

Working hour

Study rooms: 5:30 p.m. to 7:30 p.m., every week day;

Tutorial classes: one and a half hours for each session on weekends and school holidays.

Duration

Study rooms: from November 10 to June 11, except public holidays

Tutorial classes: from March 11 to May 11, except public or school holidays

Estimated expenditure

Study rooms:

- on a rate of \$40 / hour for each person-in-charge of the study room
- 1 tutor for each room every evening
- 200 days

Sub-total: $\$40 \times 2 \text{ (hours)} \times 2 \text{ (rooms)} \times 200 \text{ (days)} = \$32,000$

S.4/5 tutorial classes:

- on a rate of \$400 / session for each tutor
- 50 sessions

Sub-total: $\$400 \times 50 \text{ (sessions)} = \$20,000$

S.1-4 English tutorial classes:

- on a rate of \$600 / session for each tutor
- 80 sessions

Sub-total: $\$600 \times 80 \text{ (sessions)} = \$48,000$

Total expenditure: $\$32,000 + \$20,000 + \$48,000 = \$100,000$

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Project 2

- Hiring of teachers in non-subvented terms

Objectives

to enhance the teaching of English and Chinese by reducing class size in NSS forms and help in the administration of SBA/TSA

Qualification required

university graduates with relevant professional training

No. of teachers

2 (1 Eng, 1 Chi) or equivalent

Employment terms

- on contract basis
- salary per month per teacher, including MPF, \$25,000

Estimated expenditure

$\$25,000 \times 2 \times 12 = \$600,000$

III. Overall Estimate

Total estimate of the above 3 projects will be around \$700,000 which exceeds the CEG of \$498,185. The school will adjust the arrangement according to needs, outcome, and current financial situation that the grant will be utilized for the best interest of students and will cover the deficit from non-standard item charges (\$100,000) and surplus of last year.

IV. Evaluation

Individual projects will be evaluated as follows:

	Performance Indicators	Assessment Mechanism	Person-in-charge
Project 1	80% of the enrolled students will achieve 80% of attendance; 75% will indicate that the classes are "helpful".	Attendance will be recorded; a survey will be conducted to collect participants' feedback at the end of the classes.	Ho SC
Project 2	1. Students will generally be able to make improvement in English/Chinese; 75% of the students in smaller classes will indicate that the arrangement is "helpful" to their learning. 2. Substantial workload in the administration of SBA/TSA is reduced.	1. Assessments of students' performance in English/ Chinese will be made by English/Chinese teachers of the class at regular intervals; a survey will be conducted to collect students' feedback at the end of the school year. 2. Evaluated in Eng/Chi panel meetings	AP1, Ho HS, Cheung SL