

SALEM–Immanuel Lutheran College  
Plan on Use of Capacity Enhancement Grant (2022/2023)

**I. Strategies**

1. To employ part-time personnel to conduct after school classes to cater for diverse learning needs.
2. To employ teachers to help relieving teachers' teaching load.
3. To employ teaching assistants to help relieving teachers' non-teaching responsibilities (e.g. camp liaison, transportation liaison, data entry, record filing and teacher substitution).

**II. Implementation**

**1. Project 1**

Running different types of after school classes / programmes.

	<b>Item</b>	<b>Teacher i/c</b>	<b>Estimated Budget</b>
1.	LTDC : Sponsorship for external elite programmes (junior form)	Ms Lo CP	\$20,000
2.	LTDC : Tutor fees for elite classes (junior form)	Ms Wu SY	\$8,100
3.	LTDC : Tutor fees for examination revision class	Ms Wu SY	\$41,400
4.	LTDC : Workshop in learning skills (senior form)	Ms Wan SL	\$10,000
5.	English : S.1–S.3 revision class	Ms Chung KS	\$25,200
6.	Chinese : Tutorial class for S.4–S.5 students of average ability	Ms Chan WM	\$16,200
7.	Chinese : Tutorial class for S.1–S.3 students of lower ability	Ms Chan WS	\$10,800
8.	Chinese : High-order thinking programme for elites	Ms Chan WM	\$3,000
9.	Chinese : Chinese literature and writing camp for elites	Ms Chan WM	\$1,700
10.	Mathematics : Training & competition fee for Mathematics Team (junior form)	Mr Lee Y	\$28,000
11.	Mathematics : S.1–S.3 supplementary classes	Mr Lee Y	\$6,000
12.	Mathematics : S.5 enhancement class	Dr Lau KK	\$6,000
13.	Mathematics : S.6 supplementary class	Dr Lau KK	\$10,400
14.	Mathematics : S.6 elite class	Dr Lau KK	\$10,400
15.	Physics : S.5 remedial class	Ms Cheung FC	\$2,700
16.	Chemistry : S.6 enhancement class for above-average students	Ms Leung FY	\$5,400
17.	Chemistry : S.5 elite enhancement class	Ms Leung FY	\$2,700
18.	Biology : S.6 elite enhancement class	Mr Tong HK	\$2,400
19.	Biology : S.5 remedial class	Mr Tong HK	\$2,400
20.	ICT : S.6 elite enhancement programme	Mr Chu WK	\$1,800
21.	ICT : S.5 remedial class	Ms Ho MY	\$1,800
22.	Chinese History : S.6 revision class	Mr Yeung KC	\$1,800
23.	Chinese History : S.5 revision class	Mr Yeung KC	\$1,800
24.	History : S.6 revision class	Ms Wan SL	\$2,400
25.	History : S.5 revision class	Ms Choi WY	\$2,400
26.	Geography : S.5 remedial follow-up programme	Ms Leung KY	\$2,100
27.	Geography : S.6 elite enhancement programme	Ms Leung KY	\$4,200
28.	Economics : S.4 remedial class	Ms Tang YW	\$2,400
29.	BAFS : S.6 remedial class	Mr Law WY	\$2,400
30.	BAFS : S.6 elite class	Mr Law WY	\$2,400
31.	BAFS : S.5 remedial class	Ms Lui KY	\$4,800
32.	Visual Arts : S.6 elite class	Ms Au WS	\$2,400
33.	Visual Arts : S.6 remedial class	Ms Au WS	\$2,400
34.	Visual Arts : S.5 remedial class	Ms Mak HK	\$2,400
<b>Total :</b>			<b>\$250,300</b>

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2. **Project 2**

Hiring of Teacher 22–23 Teacher 1 GM

<b>Qualification Required</b>	University graduates with teaching experience
<b>Number of Assistants</b>	1
<b>Employment Terms</b>	on contract basis salary per month, including MPF, \$40,095
<b>Estimated Expenditure</b>	$\$40,095 \times 12 = \mathbf{\$481,140}$

3. **Project 3**

Hiring of teaching assistant and assistant teacher

<b>Qualification Required</b>	university graduates or post-secondary diploma holders
<b>Number of Assistants</b>	1
<b>Employment Terms</b>	on contract basis salary per month, including MPF, \$20,034
<b>Estimated Expenditure</b>	$\$20,034 \times 12 = \mathbf{\$240,408}$

**III. Overall Estimate**

Total estimate of the above 3 projects		\$971,848.00
CEG Grant (2223)		
(A)	Surplus brought from previous year (2122)	\$396,660.16
(B)	Current year (2223)	\$654,502.00
(A) + (B)	<b>Total :</b>	<b>\$1,051,162.16</b>

**IV. Evaluation**

Individual projects will be evaluated as follows:

<b>Project</b>	<b>Performance Indicators</b>	<b>Assessment Mechanism</b>	<b>Person i/c</b>
1	<ul style="list-style-type: none"> <li>• Students enrolled in each of the classes have an average of 80% attendance;</li> <li>• Most subject departments found the classes are effective;</li> <li>• 75% of the students indicate that the classes are “helpful”.</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance will be recorded.</li> <li>• A survey will be conducted to collect participants’ feedback at the end of the classes.</li> </ul>	Ms Wan SL
2 & 3	<ul style="list-style-type: none"> <li>• Teachers’ workload will be relieved substantially.</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluated in Administrative Council meetings.</li> </ul>	Dr Lau KK