

## NLSI LUI KWOK PAT FONG COLLEGE

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

Our School has read and understands the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan on the use of the CEG is drawn up after full consultation with teachers:

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
To relieve teachers' workload so that teachers can concentrate on: <input checked="" type="checkbox"/> curriculum development <input type="checkbox"/> enhancing students' language proficiency <input checked="" type="checkbox"/> coping with the learning needs of students <input checked="" type="checkbox"/> others (please specify) <u>integration of information technology in teaching.</u>	To employ two teaching assistants <ul style="list-style-type: none"> <li>• to alleviate administrative work of teachers, especially subjects related to I.T. and STEAM as well as non-language subjects and collaborate in preparing teaching materials and learning activities.</li> <li>• to help students with diversified learning needs in subjects related to I.T. and STEAM, as well as other subjects.</li> </ul>	From September 2023 to August 2024	Teaching Assistant (IT / STEAM) \$246,166.20 (12 months)  Teaching Assistant (other subjects) \$210,936.60 (12 months)	Teaching staff agreed relevant strategies have: <ul style="list-style-type: none"> <li>• facilitated better arrangements in the organization of learning activities</li> <li>• enhanced capacity of teachers to concentrate on preparing teaching materials and enhancing their teaching effectiveness.</li> </ul>	Panel Heads: PSM, YHN  Vice Principal: YYT
To relieve teachers' workload so that teachers can concentrate on: <input checked="" type="checkbox"/> curriculum development <input checked="" type="checkbox"/> enhancing students' language proficiency <input checked="" type="checkbox"/> coping with the learning needs of students <input type="checkbox"/> others (please specify) _____	To employ two teaching assistants <ul style="list-style-type: none"> <li>• to alleviate administrative work of teachers, especially English, who can collaborate in preparing teaching materials and learning activities</li> <li>• to alleviate English teachers for collaboration work in enhancing students' language proficiency and catering diversified learning needs</li> <li>• to implement the teaching plans and learning activities, revise learning materials and evaluate the learning process and outcomes.</li> </ul>	From September 2023 to August 2024	Teaching Assistant (12 months) / Teacher (*6 months) (English Language) \$ \$220,085.46  (*Another 6 months to be topped up by other funding.)	Teaching staff agreed relevant strategies have: <ul style="list-style-type: none"> <li>• facilitated better arrangements in the organization of learning activities</li> <li>• enhanced capacity of teachers to concentrate on curriculum development and enhancement of learning and teaching.</li> </ul>	Panel Head: KSPo  Vice Principal: YYT
*\$ 10,253.26 to be transferred from EOEBG to top up the difference with the provision of \$ 666,935.			Total: \$ \$677,188.26		