

NLSI LUI KWOK PAT FONG COLLEGE

Plan on Use of Capacity Enhancement Grant in the 2024/25 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"> • to alleviate administrative work of teachers, especially subjects related to technology education as well as non-language subjects and collaborate in preparing teaching materials and learning activities. • to help students with diversified learning needs in subjects related to technology education, as well as other subjects. • to carry out co-teaching in the Computer Literacy lessons. • to support broadcasting operations. 	From September 2024 to August 2025	Teaching Assistant / Teacher (Tech Ed) \$318,160.50 (12 months) Teaching Assistant (other subjects) \$245,541.45 (12 months)	Teaching staff agreed relevant strategies have: <ul style="list-style-type: none"> • facilitated better arrangements in the organization of learning activities • enhanced capacity of teachers to concentrate on preparing teaching materials and enhancing their teaching effectiveness. 	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 one teaching assistant <ul style="list-style-type: none"> • to alleviate administrative work of teachers, especially English, who can collaborate in preparing teaching materials and learning activities • to alleviate English teachers for collaboration work in enhancing students' language proficiency and catering diversified learning needs • to implement the teaching plans and learning activities, revise learning materials and evaluate the learning process and outcomes. • to deliver the guided learning period of the senior form students. 	From September 2024 to January 2025	0.5 Teaching Assistant (11 months) (English Language) \$105,895.65	Teaching staff agreed relevant strategies have: <ul style="list-style-type: none"> • facilitated better arrangements in the organization of learning activities • enhanced capacity of teachers to concentrate on curriculum development and enhancement of learning and teaching. 	Panel Head: LKYi Vice Principal: YYT

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
			Total: \$669,597.60	(Balance: \$7,346.4)	