

**Cheung Sha Wan Catholic Secondary School**  
**Proposal for Capacity Enhancement Grant (CEG) 2014 –2015**

**AIMS**

- (a) reducing workload of teachers; and
- (b) coping with diverse and special learning needs of students

**HOW TO USE THE GOVERNMENT GRANT**

The proposal is as follows:

OBJECTIVE	PLAN / ACTION	DURATION	BUDGET	SUCCESS CRITERIA	PERSON-IN-CHARGE
To support subject panels to understand the performance of different students in the HKDSE	<b>Purchase of students' HKDSE exam scripts</b> - To purchase authorized HKDSE exam scripts	Sept 14- Oct 14	\$9,000.00	Teachers' feedback	Cheng Paul
To help F.6 students to prepare HKDSE	<b>Mathematics Mock test by outside bodies</b> - To subsidize F.6 students to join the mock test conducted by Hok Yau Club	Oct 14 - Dec 14	\$4,000.00	Participated students will get at least Score 4 in HKDSE	Chan Kam Hung
To help the F.3 students to prepare the TSA	<b>Mathematics TSA Preparation</b> - To conduct TSA trainings by old boys after final examination	Jun 15	\$3,000.00	Over 90% passed in TSA	Chan Kam Hung
To provide more opportunity in oral training for F.3 students	<b>F.3 Chinese Group Discussion Training</b> - To organize after-school group discussion training for F.3 students	Throughout the year	\$12,000.00	Attendance rate of F.3 students are 90% or above.	Poon Shing Kai
To provide more opportunity in oral training for F.4 and F.5 students.	<b>F.4 – F.5 Chinese Oral Training</b> - To organize after-school oral training for F.4 and F.5 students	Throughout the year	\$15,000.00	Attendance rate of F.4 & F.5 students are 90% or above.	Poon Shing Kai

To reduce workload of teachers	<b>One Temporary Chinese Teacher</b> - To employ one temporary Chinese Teacher to teach Chinese Language	Throughout the year	\$356,013.00	Teacher performance review is satisfactory	Poon Shing Kai
To reduce workload of teachers	<b>Typing question bank (Biology)</b> - To employ part-time helpers to prepare teaching and learning materials to support e-learning	Apr 15– Jun 15	\$4,000.00	Teacher performance review is satisfactory	Ip Chui Ngor
To assist F.5 students in their IES and junior formers in their projects	<b>Providing supervision and assistance in IES (Liberal Studies)</b> - To hire tutors to station in the LS Center to supervise and assist students' research	Throughout the year	\$20,000.00	Task completion in IES	Pak Chiu Shuen
To reduce workload of teachers	<b>Typing question bank (Geography)</b> - To employ a tutor to type and sort the past papers' questions of HKCEE, HKALE and HKDSE.	Throughout the year	\$4,000.00	Task completion	Yik Lai Ha
To reduce the workload of General Office and some panels	<b>One Clerical Assistant</b> - To employ one clerical assistant to provide clerical support	Throughout the year	\$139,293.00	Performance assessment is satisfactory	Steven Lee
To reduce workload of teachers	<b>Typing HKDSE question bank and updating e-class online question bank (Chemistry)</b> - To employ part-time helpers to prepare teaching and learning materials to support e-learning	Apr 15- Jul 15	\$5,000.00	Teacher performance review is satisfactory	Wong Chi Kit


To help F.6 students to prepare HKDSE	<b>Chemistry Mock test by outside bodies</b>  - To subsidize F.6 students to join the mock test conducted by HKASM	Dec 14 - Feb 15	\$5,000.00	Teacher performance review is satisfactory	Wong Chi Kit
	<b>Total</b>		<b>\$576,306.00</b>		


CEG Received for 2014-2015


\$557,148.00

Deficit

\$19,158.00

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