

Tseung Kwan O Government Secondary School
Senior Secondary Curriculum Support Grant 2016-2017 (Academic year)
Extra Senior Secondary Curriculum Support Grant 2016-2017 (Academic year)
BUDGET

			\$	\$
1	1 Additional Teacher	\$28,040 x 1.05 x 12 months	(Sept 2016 - Aug 2017)	353,304.00
2	1 IT Technician	\$15,483 x 1.05 x 12 months	(Sept 2016 - Aug 2017)	195,085.80
3	1 Teaching Assistant	\$15,100 x 1.05 x 12 months	(Sept 2016 - Aug 2017)	190,260.00
4	1 General Clerk	\$11,665 x 1.05 x 12 months	(Sept 2016 - Aug 2017)	146,979.00
				885,628.80
Provision of Senior Secondary Curriculum Support Grant				
	2015-2016 Senior Secondary Curriculum Support Grant B/F		344,362.50	
	2016-2017 Provisional Senior Secondary Curriculum Support Grant		680,256.00	
Provision of Extra Senior Secondary Curriculum Support Grant				
	2015-2016 Extra Senior Secondary Curriculum Support Grant B/F		138,317.00	
	2016-2017 Provisional Extra Senior Secondary Curriculum Support Grant		-	1,162,935.50
BALANCE				277,306.70

Plan on Use of Senior Secondary Curriculum Support Grant and Extra Senior Secondary Curriculum Support Grant

Tseung Kwan O Government Secondary School 2016-2017

Programme 1: One Additional Teacher 2016-2017

Task Area	Coping with diverse & special learning needs of students
Major Area(s) of Concern	<ul style="list-style-type: none"> ● To enhance the potential and learning of students due to the diversity of learning abilities. ● To facilitate teachers in conducting School-based Assessment (SBA) & Territory-wide System Assessment (TSA).
Implementation Plan	To employ ONE additional teacher to help supervise co-curricular activities and to support the development of school-based curriculum.
Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	<ul style="list-style-type: none"> ● Teachers will be relieved from their workload by teaching smaller classes. ● Teachers will have extra time to plan and develop the school-based curriculum and carry out collaborative lesson preparation. ● Teachers will have more space for facilitating the progressive implementation of initiatives relating to assessment for learning. ● Students have better attention in smaller classes.
Implementation schedule	September 2016 – August 2017
Resources Required	Salary \$28,040 x 1.05 x 12 months = \$353,304
Performance Indicators	<ul style="list-style-type: none"> ● Students' performance in internal and external examinations. ● Greater varieties in both junior and senior form curriculum.
Assessment Mechanism	Performance appraisal of the additional teacher.
Person-in-charge	Ms. LAI Sum Wah Clara, and Mr. NG Hon Kuen (Mathematics)

Programme 2: One IT Technician 2016-2017

Task Area	Curriculum Development and implementing IT plan
Major Area(s) of Concern	To promote the use of IT in teaching
Implementation Plan	To employ ONE IT Computer Technician to assist teachers in the maintenance of IT equipment, running of computer rooms and attending to technical problems.
Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	<ul style="list-style-type: none"> ● Teachers' workload in IT teaching will be relieved. ● More capacity for teachers to carry out IT in teaching programmes.
Implementation schedule	September 2016 – August 2017
Resources Required	Salary \$15,483 × 1.05 × 12 months = \$195,085.80
Performance Indicators	<ul style="list-style-type: none"> ● More frequent use of IT in teaching & learning. ● Quality & quantity of IT teaching packages.
Assessment Mechanism	<ul style="list-style-type: none"> ● Performance appraisal of the computer technician. ● Development of IT teaching materials. ● Feedback from teachers.
Person-in-charge	Ms. LAI Sum Wah Clara and Mr. FUNG King Hong

Programme 3: One Teaching Assistant 2016-2017

Task Area	Coping with careers and life planning needs of students
Major Area(s) of Concern	<ul style="list-style-type: none"> ● To enhance the careers and life planning needs of students. ● To facilitate teachers in organizing careers and life planning activities for students.
Implementation Plan	<ul style="list-style-type: none"> ● To employ ONE Teaching Assistant to help supervise careers and life planning activities and to support the development of school-based curriculum.
Benefits Anticipated	<ul style="list-style-type: none"> ● Non-teaching duties of teachers will be relieved. ● Teachers will have extra time to plan and develop the school-based curriculum to cope with careers and life planning needs of students.
Implementation schedule	September 2016 – August 2017
Resources Required	Salary \$15,100 × 1.05 x 12 months = \$ 190,260
Performance Indicators	<ul style="list-style-type: none"> ● Non-teaching duties done by the teaching assistant. ● Careers and life planning activities organized by the teaching assistant.
Assessment Mechanism	<ul style="list-style-type: none"> ● Performance appraisal of the teaching assistant. ● Feedback from teachers. ● Quantity and Quality of work done.
Person-in-charge	Ms. LAI Sum Wah Clara and Mr. KO Yeung Wai

Programme 4: One General Clerk 2016-2017

Task Area	Teaching and Learning
Major Area(s) of Concern	<ul style="list-style-type: none"> ● To perform non-teaching duties as required by teachers. ● To assist teachers in arranging detention classes. ● To assist teachers in integrating information technology in teaching and learning. ● To relieve the workload of teachers so that they can concentrate on developing effective learning and teaching strategies.
Implementation Plan	To employ ONE General Clerk to relieve teachers from the workload of daily routines so that teachers can emphasize on the curriculum development and the integration of information technology in teaching.
Benefits Anticipated	<ul style="list-style-type: none"> ● Teachers' workload in non-teaching area will be reduced. ● Use of information technology in teaching and learning will be facilitated. ● More capacity for teachers to attend to the needs of the students.
Implementation schedule	September 2016 – August 2017
Resources Required	Salary \$11,665 × 1.05 × 12 months = \$146,979
Performance Indicators	Amount of non-teaching duties relieved from teachers.
Assessment Mechanism	<ul style="list-style-type: none"> ● Performance appraisal of the general clerk. ● Feedback from teachers. ● Quantity and quality of work done.
Person-in-charge	Ms. LAI Sum Wah Clara and Mr. WONG Hon Sang