

Plan on Use of Capacity Enhancement Grant for 2005-06

Name of School : **S.K.H. Bishop Mok Sau Tseng Secondary School**

Means by which teachers have been consulted: Consultation through staff meeting

No. of operating classes : 31

(1) English Enrichment Program (Whole School)

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
To respond to students' diverse learning abilities and learning needs	To increase students' exposure to varied language art forms.	<ol style="list-style-type: none"> 1. Small group teaching 2. After-school tutorial Programme 3. After-school Enhancement Programme 			<p>An additional teacher is required to release the teachers involved in this whole school remedial and enhancement programme, extending from Sept 05 - June 06</p> <p>Salary of 10 months $\\$16165 \times 10 \times 1.05$ = \$169,733</p> <p>*****</p> <p>Subsidy for workshops, visits and out-door activities for tutorials classes and enhancement groups: \$2,000</p> <p>Miscellaneous: expenses include prizes, awards and stationery: \$1,000</p>	<p>Students show less anxiety in learning the English Language.</p> <p>Students embrace a more positive attitude towards the learning of English Language and related activities. Students are able to finish their English work with better accuracy.</p>	<p>Students are able to attain a pass in tests and exams towards the end of the school term.</p> <p>Evaluation of various programs will be based on the following:</p> <ol style="list-style-type: none"> 1. Teachers' feedback 2. Students' response collected through questionnaires and sharing 3. Students' attendance record 4. Students' overall performance <p>Tests and examination scores</p>	Heliena Lam

<i>1. Small-group teaching in S2, S3 and S4</i>								
		Students of the weakest class(s) in S2, S3 and S4 are put into smaller groups for everyday learning. There are altogether 4 extra groupings taken out from their respective normal class setting, namely 2A/B, 3A2, 4C2 and 4D2.	Teaching can be more focused Teaching strategies and materials can be tailor-made meet the students' need better Students can get more individual attention and help in class	Sept - June				
<i>2. After-school tutorial classes for weak students (S1 – 2)</i>								
To provide extra learning opportunities for weak students to make sense of what they learn		<p>A number of weak students (32 of S1, 16 of S2) will be drawn from all classes to attend tutorial lessons after school.. The selection will be based on teachers' recommendation or exam marks obtained in attainment test (S1) or Final Exams (S2).</p> <p>The selected students would then be divided into groups of 16 (two groups in S1) and meet once a week for extra tuition after school hours.</p> <p>The course content will range from revision of difficult items taught in regular lessons, additional foundation building materials, as well as interesting and motivational outdoor activities.</p>	Responsible teachers are spared from a few regular teaching hours each cycle to prepare for the after-school tutorials	Oct - Dec Feb - June				<p>S.1 (2 groups) *Ophelia Kan May Ng</p> <p>S.2 Natalie Lau</p>

3. Enhancement Programs for brighter students (S.1 –3)

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	<p>To provide students with more authentic situations to use English.</p> <p>To develop independence in students and encourage students to take responsibility of their learning</p> <p>To create a healthy, collaborative learning environment outside classrooms</p> <p>To cultivate in students a life-wide learning habit</p>	<p>A total of 16 bright students in each Form will be recruited.</p> <p>Students will meet once a month for stimulating and demanding activities aiming to further increase their interest, build their confidence and improve their mastery of the English language skills.</p> <p>There will be a variety of activities including games and quizzes, workshops on speaking and writing skills, visits to bookstores and newspapers, etc., together with challenging and meaningful pre-tasks, tasks and follow-up tasks.</p>		Oct – May		<p>Students' interest and confidence in the English language is further increased.</p> <p>Students demonstrate greater sense of responsibility towards their own learning and are willing to take on more challenges. Students' ability and mastery of the language skills are further stretched.</p>		<p>S.1 S.C. Yu,</p> <p>S.2 Kathy Kwong,</p> <p>S.3 Daisy Tong</p>

(2) 中文科拔尖保底計劃

目標	內容	推行時間	所須資源	評估方式	成功指標
<p>一. 拔尖 (甲) 1.性質：拔尖子 2.目標： 培養校內一些對中文有興趣而能力不弱的學生，成為文藝大使，以推廣校內文化工作。</p> <p>(乙) 推動辯論活動</p>	<p>對象：中二、中三級同學（自薦 / 推薦） 人數：22 人 內容：透過教授寫作策略，提高學</p> <p>(一) 課程介紹及成立編輯委員會 (二) 單元一：句與段關係 (三) 單元二：主題與結構 (四) 單元三：寫作策略 (五) 檢討及商討出版文集事宜 節數：20 次（每節 1.15 小時） 嘉賓講座：1-2 次</p> <p>對象：中三、中四、中六 人數：20 人 內容：籌組辯論興趣小組： (一) 參加培訓課程 (二) 參加新界聯校辯論學會 節數：(一) 上學期兩節課(1.5 小時) (二) 不定期</p>	<p>二零零五年十月 至 二零零六年四月</p> <p>二零零五年十月 至 二零零六年七月</p>	<p>● 聘請代課老師（05 年 9 至 06 年 8 月），任教兩個中文班共 16 節。 薪酬：\$16,165x1.05x10 = \$169,733</p> <p>負責老師： 甘冬兒</p> <p>負責老師(籌備)： 甘冬兒 樊太 梁德明 王怡婧</p>	<p>● 籌備出版文集 / 網上發布作品； ● 透過作品水平反映 ● 意見調查問卷</p> <p>● 導師觀察 ● 比賽成績</p>	<p>培養校內文藝氣氛</p> <p>1. 務求語文水平不俗的學生，能更上一層樓。 2. 提升學生聽說及思辯能力。</p>

	<p>1. 參與對象： 中一級同學（參考「學科測驗」成績、老師建議、小量自薦）</p> <p>2. 人數：共 2 班，每班各 26 人</p> <p>3. 時間：每周的星期二放學後</p> <p>4. 訓練項目 -</p> <p>4.1 補充及深化所學的單元 包括聽、說、讀、寫四方面</p> <p>4.2 提升應試技巧</p> <p>5. 節數-- 全年 16 次（每節 2 小時）</p> <p>6. 出外參觀、考察：1-2 次</p> <p>其他：</p> <p>1. 設計學生進度手冊，讓家長及學生均有所遵循。</p> <p>2. 學生名額中，有 2/3 是成績不合乎水準而需要硬性參加的，而所餘 1/3，是對自我有要求的中游分子自願參加的。</p> <p>3. 在上學期考試成績公佈後，成績有改善的同學，經有關老師批准下，可以退出補習班，並由其他有需要的同學補上。</p>	<p>二零零五年 十月上旬 至 二零零六年 五月下旬</p>	<p>負責老師：</p> <p>中一級：樊梁麗霞 胡偉文</p>	<ul style="list-style-type: none"> ● 緊密聯絡任教的科目老師，以便跟進； ● 導師檢討會，上下學期各一次，以交流、改善、評估執行的方法。 ● 語文知識評估測試 ● 意見調查 ● 學生學習紀錄表反映 ● 學年考試成績顯示 	<ul style="list-style-type: none"> ● 提升語文不合水平的學生至合理的成績 ● 提升語文能力較弱的學生的考試技巧，讓他們達到合格水平。
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(3) Catering for the needs of students with different abilities in Mathematics

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Coping with diverse and special learning needs of students	Providing remedial teaching for low-achievers, bridging course and tutorial course for S6 Pure Mathematics, and practice classes for preparation of public examination	To employ 2 teaching assistants for 10 months to (i) conduct remedial classes on Saturday; (ii) prepare all teaching materials for remedial classes; and (iii) support teachers by preparing extra exercises, conducting retests, preparing materials for continuous assessment (iv) conduct bridging course and tutorial course for S6 Pure Mathematics (v) conduct practice classes for preparation of public examination in S5 and S7	(1) Lower form Mathematics teachers can focus on developing teaching plans/schedules for the average ability groups (2) S5 and S7 can get better preparation for the public examination	From September 2005 onwards for 10 months	Salary of the additional 2 Mathematics teaching assistants for 10 months – \$5000 ×1.05. ×10 ×2 = \$105,000	(1) Students participating the remedial program shows improvements in academic performance in regular tests and examination (2) Students participating S6 Pure Maths can get smooth bridging and get better progress in their studies (3) S5 and S7 can get better preparation for the public examination	(1) Statistical analysis for studying whether the participants of remedial programs show significant improvements in Mathematics learning and assessments after attending the remedial classes. (2) A questionnaire survey for S6 students to see whether they find the bridging course and tutorial classes useful. (3) Statistical analysis to study performance of the students in HKALE and HKCEE.	LEUNG YIU CHUNG

(4) Releasing teachers of their non-teaching duties

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Releasing teachers of their non-teaching duties	To perform non-teaching duties as required by teachers such as taking minutes of meetings, performing administrative work on S1 admission, communication with alumni, etc.	To employ one Administrative Assistant	More capacity for teachers to attend to the needs of the students and teaching work	From Sept 05 to Aug 06	Salary of the Administrative Assistant for one year \$8,150x1.05x12 =\$102,690	Amount of non-teaching duties relieved from teachers	<ul style="list-style-type: none"> • Performance appraisal • Collection of teachers' views on work effectiveness 	LF Lam

Total Expenditure : (1) + (2) + (3) + (4) = \$550,156

Capacity Enhancement Grant for 2005-06 : \$421,601

(Deficit) : (\$128,555)

(The deficit will be covered by the surplus from General Domain of OEBG)