

**SKH Tang Shiu Kin Secondary School**  
**Additional Time-limited**  
**Capacity Enhancement Grant Budget 2007-2008**

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated (e.g. in what way teachers' workload is Alleviated)	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Enhancing students' English language proficiency & ensuring students' exposure to first language English context	-To enhance students' proficiency in English -To ensure students are exposed to the natural use of English with first language English speakers -To prepare students for F3 TSA and F4, 5 HKCEE SBA requirements	Employ one teacher assistant to help: <ul style="list-style-type: none"> <li>Advise on existing IT learning packages for TSA from outside publishers.</li> <li>Develop in-house interactive learning packages.</li> <li>Organize English activities for students.</li> <li>Assist teachers in preparing lesson planning &amp; carrying out co-teaching for SBA.</li> <li>Conduct training for participants of interclass/school competitions (e.g. debates).</li> <li>Prepare public oral exam classes – F3(TSA), F5 &amp; F7</li> </ul>	<ul style="list-style-type: none"> <li>Students will have more opportunities to use English authentically and in tasks and activities designed for maximum exposure to the English language and culture</li> <li>Support for teachers in training students for extra English activities and in setting and marking oral and listening exam papers for the new TSA framework</li> </ul>	Sept 2007 to Aug 2008	<ul style="list-style-type: none"> <li>Salary - \$10,000 x 12 x 1.05 = <b>\$126,000</b></li> </ul>	<ul style="list-style-type: none"> <li>Students' proficiency in English is enhanced</li> <li>Students and teachers familiar with TSA and SBA requirements</li> <li>Students are eager to participate in English activities.</li> <li>Students are generally able to make improvement in their communication skills in English</li> <li>Students enjoying using English naturally and with fun</li> </ul>	<ul style="list-style-type: none"> <li>Teachers' observation</li> <li>Evaluation of students' participation in, and their feedback on, English activities</li> </ul>	Miss Mary Yu
全職中文科教學助理	協助老師推行中國語文科全港性系統評估及中四、五年級的校本評核。	全職中文科教學助理負責： <ol style="list-style-type: none"> <li>蒐集、剪裁及綜合中三、中四及中五年級的教學材料。</li> <li>整理學習歷程檔案。</li> <li>統籌各類語文活動，推動</li> </ol>	<ol style="list-style-type: none"> <li>能有計劃地組織及有機的聯繫各範疇的教學資料，提升教學效益。</li> <li>更有系統地保存校本評核的各項紀錄及課業。</li> <li>更有效率及有組織籌辦活動及跟進學生學習活動進程。</li> </ol>	1. 由二零零七年九月起至二零零八年八月止。 (共三個學年) 每星期工作時	1. 教學助理薪金：月薪 10,250 元 \$10,250 x 12 x 1.05=	<ol style="list-style-type: none"> <li>能順利推行全港性系統評估及校本評核。</li> <li>經過統整教學材料，令學生的語文能力及思</li> </ol>	<ol style="list-style-type: none"> <li>教學助理的工作表現評價。</li> <li>老師及學生的意見，包括：</li> </ol>	黃燕蘭老師

		及帶領學生參與課堂以外的相關活動。 4. 為中三至中五級的學生於課餘提供口語訓練。(個人演說、朗讀、小組討論、辯論) 協助本科推行拔尖保底的各項教學工作。	4. 老師有更多空間了解及診斷學生語文的強弱，因材施教，並即時作出回饋。	間：星期一至星期五上午九時至下午五時。有需要時，星期六須當值。	<b>\$129,150</b> 學歷要求： 2. 大專畢業主修中文	3. 維更有系統地發展。 老師有空間照顧學生的需要。	i) 老師及學生滿意經統整的教學材料。 ii) 有條理地儲存學習歷程檔案。 iii) 學生參與語文活動較前積極。 iv) 學生說話內容和技巧得以提升。	
To cater for the diverse needs of students' abilities in mathematics and promote better learning and teaching environment for Mathematics	-To promote creative teaching to cater for the educational reform -To promote learning effectiveness in Mathematics -To enhance students' performance and evolution in mathematics via IT, BCA and TSA -To enhance learning and teaching in Mathematics such as the quality of learning	To employ a teacher assistant to support Maths teachers with the tailoring of teaching materials for TSA and support the teaching of remedial/enrichment groups after school	- Maths TA will support Maths teachers with design of lessons and give IT assistance to new assessment requirements - F5 or F7 students receive remedial teaching	Sept 2007 to Aug 2008	Teaching Assistant: \$10,000 x 12 x 1.05= <b>\$126,000</b>	- More contribution to Maths activities - Improved students' academic standard - Teachers' workload relieved and more collaboration for sharing, prepare lessons	Feedback form panelheads and teachers	Mr. SW Chu
				Total Budget	<b>(\$381,150)</b>			

07/08 income: **\$654,732**Accumulated surplus b/f \$223,645.65Accumulated surplus c/f \$497,227.65