

JOCKEY CLUB GOVERNMENT SECONDARY SCHOOL

Plan on Use of Capacity Enhancement Grant (CEG)

School Year: 2016-17

Task Area	Major Areas of Concern	Implementation Plan	Benefits Anticipated	Resources Required	Performance Indicators	Assessment Mechanism	Person in charge	Implementation Schedule
Reduction of teachers' non-teaching workload	To create capacity for teachers so that they have more time to take care of students	Employment of two Teaching Assistants to support Mathematics and Liberal Studies Department respectively. (Duties include: preparation of teaching materials, running enrichment and enhancement classes, etc.)	Teachers can have more time to take care of students	Salary 2x \$14,425 x 1.05 x 1.05 x 12 = \$381,696	At least 75% of teachers agree that they can have more time to care for their students	Observations and surveys	Maths HOD LS HOD	Sept., 2016 to Aug., 2017
Reduction of teachers' non-teaching workload	To create capacity for teachers so that they have more time to take care of students	Employment of one Teaching Assistant to support Healthy School Program and Discipline Team (Duties include: assisting teachers to conduct healthy school programs and administrating students' disciplinary records, etc.)	Teachers can have more time to take care of students	Salary \$14,425 x 1.05 x 1.05 x 12 = \$190,843	At least 75% of teachers agree that they can have more time to care for their students	Observations and surveys	Teacher in-charge of Healthy School Program & Discipline Mistress	Sept., 2016 to Aug., 2017
			Total	\$572,529				