

Plan on Use of Capacity Enhancement Grant in 2018/2019 School Year

Name of School: United Christian College (Kowloon East)

Means by which teachers have been consulted: EC members

No. of operating classes: 31

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated (e.g. in which ways teachers' workload is alleviated)	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Coping with diversified learning needs of students	To help students with diversified learning needs in subjects of Chinese, C.Lit, PTH, English, English Literature, French and Japanese (both elites and remedial needs of students)	<ul style="list-style-type: none"> To employ two teaching assistants to relieve Chinese, C.Lit, PTH, English, English Literature, French and Japanese teachers' workload so that teachers can take better care of students with diversified learning needs The teaching assistant will also help out in the preparation of Chinese, C.Lit, PTH, English, English Literature, French and Japanese teaching materials. 	The Chinese, C.Lit, PTH, English, English Literature, French and Japanese teachers can take better care of students with diversified learning needs	From September 2018 onward for one year	Salary of the teaching assistants for the year – TA (Chinese Faculty) \$211,554 [\$16,790 per month and 5% MPF] TA (English & Foreign Languages Faculty) \$198,261 [\$15,735 per month and 5% MPF]	Teachers can find more room in enhancing their teaching Students will receive more diversified intervention and care; improvement in the subjects is anticipated	Feedback from teachers on the quality of help in creating room for teachers' care of diversified needs of students	Faculty Heads: CLMY LTC

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To alleviate non-teaching administrative work of teachers	To relieve teachers of administrative burdens so as to provide students with greater care	To employ an administrative officer to relieve non-teaching administrative burdens of teachers such as record keeping, statistics making, exam logistics, JUPAS preparation, certificate preparation, and other academic administrative logistics throughout the school year	Subject teachers can find help from the respective administrative officer	From September 2018 onward for one year	Salary of the Academic Officer for the year ---- (60%) \$175,514.85 [\$13,929.75 per month and 5% MPF]	Teachers can find more time and space in tackling the teaching workload as well as in counseling students	Feedback from teachers	Academic Affair Coordinator: FKYS
					Total: \$585,329.85			

*\$12,353.85 to be deployed from the school fund to make up the difference with the provision of \$572,976 (\$692x828, an estimation only)