

**Pilot Scheme on Promoting Interflows between Sister Schools in Hong Kong and the Mainland**

**Exchange Report**

**2016/17 School Year**

Name of School: United Christian College (Kowloon East) Name of Sister School: YSESFS (陽朔縣外語實驗中學) Date of Forming Sister School pair: 18/5/2016

**Part 1: Details of Exchange Activities**

Item No.	Item Name and Content of the Exchange Activity	Intended Objective(s)	Evaluation / Results	Remarks/Reflections/Follow-up
1	School heads' exchange	<ul style="list-style-type: none"> <li>✧ Familiarization of one another's leadership</li> <li>✧ Discussion on implementation of exchange plans</li> </ul>	School head Dr. Cheng had travelled to Yangshuo, Guilin to meet with school leaders of YSESFS on 10-11/4/2017	<ul style="list-style-type: none"> <li>✧ Sister school relationship as well as intention of future exchange was consolidated</li> <li>✧ Dr. Cheng found certain arrangement of the campus rather inspiring; pictures had been taken and shared with staff</li> </ul>
2	Middle management exchange	<ul style="list-style-type: none"> <li>✧ Building ties between one another's middle management</li> <li>✧ Exchange of good ideas and practice on management between the 2 schools</li> </ul>	<ul style="list-style-type: none"> <li>✧ 3 academic deans, 1 discipline master, 1 general affair master, 3 form coordinators of YSESFS visited UCCKE on 20/1/2017 for professional exchange</li> <li>✧ Academic head Mrs. Fung had travelled to Yangshuo, Guilin to meet with Vice Principal Mr. Zhuge and other teachers on 8/4/2017</li> </ul>	<ul style="list-style-type: none"> <li>✧ Lunch exchange was launched between the middle management of the two schools on 20/1/2017</li> <li>✧ Teachers of the two schools then joined together the 3-hour 'Share Start Training Workshop' for pedagogical advancement on the same day; both parties appreciated the fruitful learning on new teaching strategies and were motivated to try out in their respective schools</li> <li>✧ Mrs. Fung's travel to Guilin helped consolidate the friendship between administrators paving the way for further cooperation in the future</li> </ul>
3	Hiring staff in support of the administration of the exchange program	<ul style="list-style-type: none"> <li>✧ Provision of manpower in support of the administration of the</li> </ul>	Miss Nicole Leung was hired as administrative assistant assisting to the logistics of all exchange	<ul style="list-style-type: none"> <li>✧ Miss Nicole Leung had been a very helpful manpower to cover the administrative work particularly the intensive logistics involved during</li> </ul>

		exchange program	arrangements	YSESFS students' residence in our dormitory and enjoying school life with our students <ul style="list-style-type: none"> <li>✧ Miss Leung had done a good job in preparing for the outbound trips of students travelling to Yangshuo</li> </ul>
4	Grade 8 students' exchange	<ul style="list-style-type: none"> <li>✧ Building of buddy relationship between Grade 8 students of the 2 schools</li> <li>✧ Promoting PTH atmosphere in UCCKE</li> <li>✧ Tasting Hong Kong school life for students of YSESFS</li> </ul>	The Grade 8 students' exchange had been launched in 17-22/10/2016; a one-week attachment program of 16 YSESFS students and 3 teachers were hosted by UCCKE for cultural and academic exchange	<ul style="list-style-type: none"> <li>✧ As before, the exchange had been successful in building buddy relationship between Grade 8 students of the 2 schools</li> <li>✧ PTH atmosphere was promoted in UCCKE, while YSESFS students enjoyed the tasting of the life in an EMI school in Hong Kong</li> </ul>
5	Grade 7-8 students' exchange	<ul style="list-style-type: none"> <li>✧ Building of buddy relationship between Grade 7-8 students of the 2 schools</li> <li>✧ Tasting of Mainland school life and cultural exchange for UCCKE students</li> </ul>	The Grade 7-8 students' exchange had been launched in 19-22/4/2017; a two-day attachment program of 24 UCCKE students and 3 teachers were hosted by YSESFS for cultural and academic exchange	<ul style="list-style-type: none"> <li>✧ As before, the exchange had been successful in building buddy relationship between Grade 7-8 students of the 2 schools</li> <li>✧ UCCKE students were able to taste Mainland school life and culture; students enjoyed the scenery of Yangshuo in Guilin, and they were able to see much beauty of their own nation</li> </ul>
6	Gifted students' exchange	<ul style="list-style-type: none"> <li>✧ Gifted education</li> <li>✧ Building of buddy relationship between students of similar talents/subject strengths</li> <li>✧ Participating in activities exercising the specific gifts/talents</li> </ul>	A Geography tour made up of 30 Grade 9-11 students interested in landscape studies had been launched in 7-11/4/2017 focusing on the of Karst Topography of Guilin	<ul style="list-style-type: none"> <li>✧ Buddy relationship had been successfully built up between the two schools through geography field trip together</li> <li>✧ Students were able to demonstrate their strength in Geography, as well as exchanging ideas with students of similar interests</li> <li>✧ It is recommended that similar tour can be launched once more with more substantial activities in landscape study</li> </ul>

## Part 2: Financial Report

Item No.	Item Name	Expenditure Item	Amount	Remarks
1	School heads' exchange (11/4/2017)	-Transportation: high speed train return ticket & hotel accommodation	\$2,490.06	
2	Middle management exchange (20/1/2017)	-Lunch Meeting	\$1,200.00	
3	Hiring staff in support of the administration of the exchange program (Whole year)	Salary	\$167,430.90	
4	Grade 8 students' exchange (17-22/10/2016)	-Lunch Meeting of students of the two schools in Hong Kong	\$1,000.00	Intensive administrative logistics required as students of the mainland sister school were residing at our school throughout the week of exchange
5	Grade 7-8 students' exchange (19-22/4/2017)	-Exchange activities of students of the two schools in Guilin	\$23,278.52	Intensive administrative logistics required as 54 students and 6 teachers had travelled to Guilin for exchange activities during the two periods with mainland sister school
6	Gifted students' (Grade 9-11) exchange (7-11/4/2017)	-Exchange activities and geography field trip of students the two schools in Guilin	\$33,321.88	
		Total:	\$228,721.36	
		Grant brought forward from 15/16	\$119,198.00	
		Grant received for 16/17	\$120,000.00	
		Annual Balance of Grant:	\$10,476.64	

## Part 3: Amendments

	Amendments Made	Remarks
1	There was an increasing budget of administrative staff hired in support of the administration of the exchange program	This is to cope with the increasing momentum of exchange between the two schools

## Part 4: Declaration

It is hereby certified that

1. This exchange report has been endorsed by the SMC;
2. All expenditure items are accountable with receipts which are property kept in our school;
3. All expenditure charged to the grant are in line with the principles and requirements of the use of grant under the Pilot Scheme on Promoting Interflows

- between Sister Schools in Hong Kong and the Mainland, as well as the circulars and guidelines issued by EDB regarding procurement procedures;
4. Annual audited accounts, which include the breakdown of income and expenditure of the grant, shall be submitted to EDB within the required period after the completion of each school year; and
  5. All information provided is authentic, and we understand that EDB has the authority to require our school to produce proofs of expenditure for the purpose of auditing.
  6. The total man/time in all exchange activities in this school year after the reception of funding of 30/6/2016 to 31/8/2017 is: Principal 1, Teachers 77, Students 860.



Signature of School Supervisor:

A handwritten signature in black ink, appearing to read "CHAN JOR KIN KENNETH".

Name of School Supervisor:

CHAN JOR KIN KENNETH

Date:

17 NOV 2017