Evaluation on the Use of Capacity Enhancement Grant in 2019/2020 School Year

Name of School: United Christian College (Kowloon East)
Means by which teachers have been consulted: EC members
No. of operating classes: 32

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	Evaluation by teacher-in-charge
Coping with diversified learning needs of students	To help students with diversified learning needs in subjects of Maths, English, English Literature, French and Japanese (both elites and remedial needs of students)	• To employ two teaching assistants to relieve Mathematics, 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 Mathematics, English, English Literature, French and Japanese teaching materials.	The Maths, English, English Literature, French and Japanese teachers can take better care of students with diversified learning needs	From September 2019 onward for one year	Salary of the teaching assistants for the year – TA (Mathematics Faculty) $215,520 [$17,675 per month and 5% MPF] TA (English & Foreign Languages Faculty) $222,705 [$17,675 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	Maths TA shows great willingness to offer instant help and is capable of handling the administrative work. He is both efficient and responsible. He assists to the administrative work of S6 post mock revision, gifted education program, preparation of materials during the school suspension period. English and Foreign Languages TA is capable and helpful. Her contribution in helping the compilation of teaching resources for English, Literature in English, Japanese and French and her administrative support for subject activities like Speech Festival, Academic Week is impressive. She assists to essential administrative work of the English and Foreign Languages Faculty,

							creating capacity for regular teachers to enhance classroom teachings and learning.

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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, UCAS preparation, certificate preparation, and other academic administrative logistics throughout the school year	Subject teachers can find help from the respective administrative officer	From September 2019 onward for one year	Salary of the Academic Officer for the year ---- (54%) $165,950 [$24,070 per month – Sept 19 to May 2020 $25,545 – Jun to Aug 2020 and 5% MPF]	Teachers can find more time and space in tackling the teaching workload as well as in counseling students	Our AO has effectively supported school administration such as record keeping, statistics making, exam logistics handling, JUPAS, UCAS preparation, certificates preparation and other academic administrative logistics throughout the school year releasing room for regular teachers to focus better on learning and teaching enhancement. The work is greatly appreciated by teachers.
					Total: $605,755.34		

*$1,580.34 to be deployed from the school fund to make up the difference with the provision of $604,175 ($715x845)