

Munsang College

民生書院



Annual Plan 2010 – 2011

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Mission Statement

We Adopt “Light And Life” and “All For One, One For All” as our school motto, and our commitment is to offer to students a holistic education upon Christian principles and nurture in them a positive outlook on life, so that they can be self-motivated, resolute, devoted to making valuable contributions to the community, and prepared for the sublime state of life.

School Goals

1. Nurturing academic excellence with a view to becoming life-long learners.
2. Cultivating exemplary conduct, correct values and high moral standards.
3. Advocating a strong sense of unity and social responsibility.
4. Developing enlightened and dynamic leadership quality.

School Major Concern 2010 - 2011

School Major Concern

Assessment for Learning

Objectives / Intended Outcomes

1. Students being able to apply
 - peer assessment for learning
 - self-assessment for learning
2. Teachers being able to
 - incorporate peer assessment and self-assessment into their teaching
 - further their professional growth on assessment for learning

Strategies

1. Enhancing teachers' capability on incorporating peer assessment and / or self-assessment into their teaching through
 - collaborative lesson preparation
 - peer observation
2. Promoting students' peer assessment / self-assessment skills for improving their own learning
3. Collaborative effort on further enhancing students' English capability

Implementation Plan

- (1) Enhancing teachers' capability on incorporating peer assessment and / or self-assessment into their teaching through
- a. collaborative lesson preparation
 - b. peer observation

| Strategies / Tasks | Time Scale | Success Criteria | Methods of Evaluation | People Responsible | Resources Required |
|--|---------------|---|--|---|--------------------|
| <ul style="list-style-type: none"> Seminars / Workshops on Staff Development Day | 18 – 1 - 2011 | <ul style="list-style-type: none"> Teachers getting a deeper understanding on Assessment for Learning. Teachers' capability on assessing students through SBA is consolidated. | <ul style="list-style-type: none"> Survey by questionnaire | <ul style="list-style-type: none"> Principal Vice-Principal Staff Development Committee | |
| <ul style="list-style-type: none"> Sharing strategies for promoting language across the curriculum on Staff Development Day | 18 – 1 - 2011 | <ul style="list-style-type: none"> More Language Across Curriculum strategies can be shared. | <ul style="list-style-type: none"> Worksheets Sharing | <ul style="list-style-type: none"> DOLACEE members LAC members EMI subject teachers Staff Development Committee | |
| <ul style="list-style-type: none"> Collaborative lesson preparation Peer observation | Whole year | <ul style="list-style-type: none"> Teachers' capability on incorporating peer assessment and / or self-assessment into their teaching is enhanced. Students are able to apply peer assessment / self-assessment skills to improve their learning. | <ul style="list-style-type: none"> Collaborative lesson preparation and peer observation reports from subject panels Teachers' observation Exercises and quizzes related to peer assessment / self-assessment | <ul style="list-style-type: none"> Key Learning Area Coordinators Subject Heads Teachers | |

(2) Promoting students' peer assessment / self-assessment skills for improving their own learning

| Strategies / Tasks | Time Scale | Success Criteria | Methods of Evaluation | People Responsible | Resources Required |
|--|------------|--|--|--|--------------------|
| <ul style="list-style-type: none"> Students' application of peer assessment / self-assessment skills as specified by the subjects concerned | Whole Year | <ul style="list-style-type: none"> Students are able to apply peer assessment / self-assessment to improve their own learning. Students agree that the assessment results can help them identify their strengths and weaknesses in learning. Students can make use of the assessment results to improve their own learning. | <ul style="list-style-type: none"> Collaborative lesson preparation and peer observation reports from subject panels Teachers' observation Exercises, quizzes, portfolio, reflection related to peer assessment / self-assessment | <ul style="list-style-type: none"> All subjects Students | |

(3) Collaborative effort on further enhancing students' English capability

| Strategies / Tasks | Time Scale | Success Criteria | Methods of Evaluation | People Responsible | Resources Required |
|--|------------|---|--|---|--------------------|
| <ul style="list-style-type: none"> Incorporating language plans into the teaching schemes of different subjects | Whole year | <ul style="list-style-type: none"> EMI subject teachers are able to incorporate language skills into the subject contents. Students are able to use the designated language features stated in the plans. | <ul style="list-style-type: none"> Teaching schemes Worksheets | <ul style="list-style-type: none"> EMI subject heads and teachers LAC Students | |

Summary on Budget of 2010 - 2011

I. OEBG (2010 – 2011)

1. OEBG - Subjects

| Section / Item | Budgeted Expenditure |
|-------------------------------------|----------------------|
| | OEBG |
| Biblical Knowledge | 2,200 |
| Biology | 26,200 |
| Chemistry | 31,000 |
| Chinese History | 3,000 |
| Chinese Language | 47,000 |
| Computer Studies and Literacy / ICT | 11,000 |
| Economics | 5,000 |
| English Language | 36,500 |
| Geography | 4,500 |
| History | 3,500 |
| Integrated Science | 20,500 |
| Liberal Studies | 13,000 |
| Mathematics | 30,500 |
| Music | 11,000 |
| Physical Education | 106,500 |
| Physics | 25,500 |
| Principles of Accounts / BAFS | 5,000 |
| Putonghua | 1,500 |
| Visual Arts | 54,500 |
| Sub-total (1) : | 437,900 |

2. OEBG - Committees

| Section / Item | Budgeted Expenditure |
|------------------------------------|----------------------|
| | OEBG |
| Academic Affairs Committee | 14,500 |
| Careers Guidance | 2,500 |
| CCA | 11,250 |
| Ceremony Committee | 23,550 |
| Counselling Committee | 11,300 |
| Cultural Exchange Committee | 5,500 |
| Discipline Committee | 10,200 |
| e-Administration | 7,950 |
| Information Technology Committee | 255,535 |
| Information Technology (Campus TV) | 6,800 |
| Language Across Curriculum | 1,900 |
| Library Committee | 7,000 |
| OLE | / |
| Publication | 500 |
| Religious Committee | 11,500 |
| Resources Committee | 455,250 |
| SAMS | / |
| School Library | 73,500 |
| SSE | / |
| Staff Development Committee | 11,000 |
| Sub-total (2) : | 909,735 |

3. OEBG – Operating Expenses

| Section / Item | Budgeted Expenditure |
|---|----------------------|
| | OEBG |
| Advertising Expense | 8,000 |
| Audit Fee | 20,000 |
| Bank Charges | 1,100 |
| Cleaning Charges | 18,000 |
| Consumables | 50,000 |
| Electricity Charges | 100,000 |
| Electricity and Maintenance for Preparation Rooms | 10,000 |
| First-aid Facilities | 2,500 |
| Lift Maintenance | 133,000 |
| Membership Fee | 1,200 |
| Newspaper | 3,420 |
| Noise Abatement Measures | 320,000 |
| Postage | 6,000 |
| Printing & Stationery | 70,000 |
| Promotion | 100,000 |
| Repair and Maintenance | 300,000 |
| Salary of Clerical Staff | 2,600,000 |
| Salary of Janitors | 1,350,000 |
| School Events | 8,000 |
| Sundry Expenses | 18,000 |
| Telephone, Water and Gas Charges | 42,000 |
| Travelling Expenses | 3,500 |
| Wreath & Flower Basket | 2,400 |
| Sub-total (3) : | 5,167,120 |

| Section / Item | Budgeted Expenditure |
|--|----------------------|
| | OEBG |
| Total Budgeted Expenditure (1) + (2) + (3) | 6,514,755 |
| Total Budgeted Grants to be received | 6,361,714 |
| Budgeted Surplus / (Deficit) : | (153,041) |

II. Capacity Enhancement Grant, Composite Furniture and Equipment Grant, Teacher Professional Preparation Grant & Programme Fund for Implementation of Whole School Approach to Guidance and Discipline (2010 – 2011)

| Section / Item | Budgeted Expenditure | Budgeted Grants to be received | Budgeted Surplus / (Deficit) |
|--|----------------------|--------------------------------|------------------------------|
| Capacity Enhancement Grant | 436,431 | 463,516 | 27,085 |
| Composite Furniture and Equipment Grant | 260,000 | 530,202 | 270,202 |
| Teacher Professional Preparation Grant | 203,081 | --- | (203,081) |
| Programme Funds for Implementation of Whole School Approach to Guidance & Discipline | 0 | 7,107 | 7,107 |
| Total : | 899,512 | 1,000,825 | 101,313 |

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