



Munsang College  
Plan for Capacity Enhancement Grant 2009-2010

Method of Collecting Teacher's Opinion : Questionnaire for evaluating last year's operation and consulting teachers on the implementation in the new school year.

Estimated amount of Grant from Education Bureau : HK\$464,000

Major Concerns		Implementation	Expectation	Period	Resources Required	Performance Indicators	Assessment Mechanism	Person in charge
a.	Teachers having more time with students	To employ ONE additional teacher	To reduce the teaching workload of language teachers ,so that they can better cope with student's learning diversity	September 2009 to August 2010	Total Salary + MPF : i) HK\$22,985 * 12 months+HK\$12,000=HK\$287,820 TOTAL :HK\$287,820	Better students' overall performance	Feedback from teachers through questionnaire	Subject Department Heads concerned & Vice-principals
b.	Teachers offering more attention to students with special needs	To employ TWO teacher assistants	To reduce the teacher's workload by allocating non-teaching duties to the teaching assistants	September 2009 to August 2010	Total Salary + MPF : i) HK\$8,840*12 months*1.05) =HK\$111,384 ii) HK\$10,375 * 12 months*1.05=HK\$130,725 TOTAL:HK\$ 242,109	Better care of students in need	Feedback from teachers through questionnaire	Vice principal & Heads of Committees and Subject Departments
c.	Providing Exchange programs to students	Sponsoring high achievers to join study tours organised by school	To allow high achievers more knowledge of overseas culture by broadening their horizon	July 2009 to August 2010	Total Sponsorship: HK\$3,000*4+\$2,000*4=HK\$20,000	Wider exposure of students	Feedback from teachers and students involved	Head of Cultural Exchange Committee

**Income & Expenditure Summary on CEG for 2009/2010 :**

	HK\$	HK\$
<b>1 Budgeted Amount of Grant to be received</b>		
Budgeted Balance brought from 2008/2009		414,990.00
Estimated amount of CEG for 2009/2010		464,000.00
Estimated amount of grants available as at 1/9/2009		<u>878,990.00</u>
<b>2 Budgeted Expenses</b>		
Budgeted expenditure for employing		
(a). One Additional Teacher	287,820.00	
(b). 2 Teaching Assistants	242,109.00	
(c). Exchange Program	<u>20,000.00</u>	
Total budgeted expenditure for 2009/2010		<u>549,929.00</u>
Budgeted surplus of income over expenditure to be carried forward to 2010/2011		<u><u>329,061.00</u></u>