

## MUNSANG COLLEGE

### Plan for Teacher Professional Preparation Grant 2007-2008

Consultation method to Collect Teachers' Opinion: CDC meeting, EC meeting, and Staff meeting  
 Grant from the Education and Manpower Bureau : \$500,000/year (for school with 36 classes)

Item	Major Concerns	Implementation	Expectation	Period	Resources required	Performance Indicators	Assessment Mechanism	Person in charge
a. NSS-related professional development for teachers	Create space for teachers to take training courses	To employ supply teachers for teachers attending NSS-related professional development programme especially for those who have to be absent from school with 3 days or above	To relieve the workload of teachers and fulfill the training needs of the NSS subjects	September 2007 to July 2008	Approximately: HK\$863 x 50 = HK\$43,150 (about 50 occasions)	Teachers concerned feel free to attend seminar or courses related to NSS	Feedback from teachers through questionnaire	Principal and CDC coordinator

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b. Curriculum development	Coordinate the migration of the school towards the NSS system	3 additional teachers will be employed to share the duties of CDC coordinator and other teaching staff in preparing for LS subject.	To create space for CDC coordinator (whole school planning & human resources planning) and staffs involved in LS teaching;	September 2007 to August 2008	Total salary + MPF: i). HK\$(17,940 + 897) x 12 months = HK\$226,044  ii). HK\$(18,845 + 942.25) x 12 months = HK\$237,447  iii). HK\$(21,830 + 1,000) x 12 months = HK\$273,960  Total (i + ii + iii) = HK\$737,451	Build up a resource corner for LS teachers; Provide space for collaborative lesson preparation & peer observation	Teachers' survey	Principal and CDC coordinator

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c. Pedagogy and learning	Procure services that help the professional development in preparing for NSS	To invite guest speakers or consultants to conduct seminars or workshops on NSS	To equip teachers with the new pedagogical methods such as skills in implementation of collaborative teaching, peer observation, case-based learning, and questioning technique.	September 2007 to July 2008	Seminar &/or workshop Approximately : HK\$30,000	Form a learning community	Minutes from each subject panel; Teachers' survey	Principal and CDC coordinator

## Income & Expenditure Summary on TPPG for 2007/2008:

	HK\$	HK\$
Budgeted balance from previous years		773,916
Amount of TPPG for 2007/2008		<u>500,000</u>
Estimated amount of grants available as at 1/9/2007		1,273,916
Less: Budgeted expenditure		
(a). Supply teachers' salaries	43,150	
(b). Salaries of 3 additional teachers	737,451	
(c). Seminars and workshops	<u>30,000</u>	
Total budgeted expenditure for 2007/2008		<u>810,601</u>
Budgeted surplus of income over expenditure carry forward to 2008/2009		<u>463,315</u>