

Plan on use of Capacity Enhancement Grant (CEG) 2023/24

Name of school: Maryknoll Fathers' School (Secondary Section)

No. of operating classes: 24

Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Academic	To teach Putonghua for junior classes	To employ a contract teacher to teach Putonghua for junior classes and assist activities concerning Putonghua and reading.	Teach Putonghua for junior classes and support library.	Sept 2023 to Aug 2024	Salary for contract teacher [\$26,500 x 1.05 x 12 = \$333,900]	Satisfactory performance in appraisal	Performance appraisal and lesson observation	Head of Learning and Teaching Development
Academic	To cater for learner diversity.	To employ teaching assistants to provide assistance to students during free periods or after school.	Provide better support to our students	Sept 2023 to Aug 2024	Salary for teaching assistants [\$16,500 x 1.05 x 12 = \$207,900]	Satisfactory performance in appraisal	Performance appraisal of the teaching assistants	Head of Learning Enhancement

IT	To provide technical support to teachers for smooth implementation of IT in education.	To employ 0.3 full-time Technical Support Services Officer for School IT support and IT in Education to	Help teachers resolve all problems and support issues arising from the use of the computer facilities	Sept 2023 to Aug 2024	Part of salary for full-time Technical Support Services Officer [\$23,489 x 1.05 x 12 x 0.3 = \$78,616.44]	Satisfactory performance in appraisal	Performance appraisal of the Technical Support Services Officer	Head of IT
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Summary

Projected Income for 2023-24	(A)	\$666,935.00
Total Expenses Budgeted	(B)	\$620,416.44
Project surplus at 31/8/2024	(A) – (B)	\$46,518.56