

Report on use of Capacity Enhancement Grant (CEG) 2024/25

Name of school: Maryknoll Fathers' School

Area	Objective To relieve teachers' workload so that teachers can concentrate on: Curriculum development, Enhancing students' language proficiency, Coping with learning needs of students or Others (Please specify)	Details	Time Frame	Expenses	Evaluation	Evaluation Method	Responsible Party
Academic	To relieve teachers' workload so that teachers can concentrate on curriculum development, enhancing students' language proficiency and coping with learning needs of students	To employ a full-time contract teacher to teach Putonghua to junior form classes and to assist in activities that promote Putonghua learning and reading.	Sept 2024 to Aug 2025	Salary for full-time teacher [\$358,526.76]	Most of the of teaching staff agreed relevant strategies have Enhanced capacity of teachers to concentrate on curriculum development and enhancement of learning and teaching	Teachers' feedback	Head of Chinese Language Education KLA
Academic	To relieve teachers' workload so that teachers can concentrate on curriculum development	To employ part-time instructors to address the diverse learning needs of students in Chinese and Mathematics through after-school programs	Sept 2024 to Aug 2025	Salary of part-time tutors [\$ 41,451.61]	Most of the teaching staff agreed relevant strategies have enhanced capacity of teachers to concentrate on curriculum development	Teachers' feedback	Head of Learning and Teaching Development

I.T. support	To relieve teachers' workload so that teachers can concentrate on curriculum development, enhancing students' language proficiency and coping with learning needs of students	To employ a Technical Support Services Officer responsible for resolving I.T. issues and providing support for the use of I.T. facilities in teaching	Sept 2024 to Aug 2025	Part of salary of full-time Technical Support Services Officer [\$212,352.00]	Most of the teaching staff agreed relevant strategies have enhanced capacity of teachers to concentrate on curriculum development, enhancing students' language proficiency and coping with learning needs of students	Teachers' feedback	Head of I.T.
--------------	---	---	-----------------------	---	--	--------------------	--------------

Summary

Expected Income for 2024-25	(A)	\$676,944.00
Total Expenses	(B)	\$612,330.37
Project surplus at 31/8/2025	(A) – (B)	\$64,613.63