

## Plan for the use of Capacity Enhancement Grant (CEG) 2025/26

**Name of school: Maryknoll Fathers' School**

Our School has read and understands the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan on the use of the CEG is drawn up after full consultation with teachers:

Area	Objective	Details	Implementation Schedule	Budget	Evaluation Criteria (Performance Indicator)	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 2025 to Aug 2026	Salary for full-time teacher [\$365,359.40]	70% of the 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 2025 to Aug 2026	Salary of part-time tutors [\$ 50,000]	70% 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 2025 to Aug 2026	Salary of full-time Technical Support Services Officer [\$184,800]	70% 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 2025-26	(A)	\$600,241.5
Total Expenses Budgeted	(B)	\$600,159.4
Project surplus at 31/8/2025	(A) – (B)	\$82.1

\*The expected income may be 90% of last year. Total expenses budgeted is calculated as no change in salaries. A deficit will be resulted.