



TWGHs Chen Zao Men College

東華三院陳兆民中學

**Annual School Plan**

學校周年計劃

**2011/2012**

**TWGHs Chen Zao Men College**  
**東華三院陳兆民中學**  
Annual School Plan

**2011/2012**

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**TWGHs Chen Zao Men College**  
**東華三院陳兆民中學**

**I. Mission Statements of all TWGHs Schools**

The mission of the Tung Wah Group of Hospitals in education is to provide comprehensive and multifarious services to children and young people to enable them to exert their full potentialities and eventually, to serve the community.

We are committed to achieving an all-round development in our young generation through the provision of a congenial learning environment. It is hoped that our young people will be equipped with the necessary skills and knowledge and be given the opportunity to cultivate an independent mind in order that they will become good citizens with a willing commitment to worthy causes and a genuine concern for social affairs.

We firmly believe in the school motto: 'Diligence, Frugality, Loyalty & Faithfulness' as the guiding principle in the moral and intellectual development of our children and young people. We strive to promote proper values and a positive outlook on life and encourage them to lead a full and meaningful life.

**東華三院辦學宗旨**

東華三院一貫的辦學精神乃為社會提供完善及多元化的教育服務，作育英才，使兒童及青少年成長後能盡展所長，回饋社會。

為本港兒童及青少年進行「全人教育」，提供一個優良的學習環境，使能發揮潛能，日後成為具備知識技能、有獨立思考能力、勇於承擔責任和關注社會事務的良好公民。

培育兒童及青少年有正確的價值觀和積極的人生觀，並以校訓「勤儉忠信」為進德修業的依歸，勉勵他們拓展豐盛而有意義的人生。

## **II. Our School Value Statements:**

1. Our school can provide an effective and happy learning and working environment.
2. Staff, students and parents can show mutual respect and love for each other, be frank and fair to each other and show active participation.
3. Every student has his/her specific strengths and can learn on his/her own.
4. Every student has a good character and can show civic responsibilities.
5. All staff will enhance continuously their professional standard.

### **本校的價值信念：**

1. 學校能够提供一个高效能及愉快的學習及工作環境。
2. 教職員、學生及家長均抱著互重互愛、坦誠公正及主動參與的態度。
3. 每個學生都具有獨特的專長及自學能力。
4. 每個學生都具有良好的品格並奉行應有的公民責任。
5. 全體教職員均會不斷提升自己的專業水準。

## **III. School Mission Statements:**

TWGHs Chen Zao Men College is an effective school that provides high quality and professional educational services as well as a happy learning environment for the students. We value the good partnership among staff, students and parents, and we emphasise on the individual development of our students. We aim to develop our students into good citizens who are independent and self-enhancing.

### **本校的宗旨：**

東華三院陳兆民中學是一所高效能的學校，為學生提供高質素的專業教育服務及愉快的學習環境。我們重視教職員、學生及家長間的良好夥伴關係，更重視學生的個人發展。我們要培養學生成為獨立自主及積極求進的良好公民。

## **IV. C.O.R.E. Culture (兆民心)：**

We	Care	對人關心，對事關注，推己及人
We are	Open-minded	開明開通，胸襟廣闊，放眼世界
We	Respect each other	尊重自己，尊重他人，易地而處
We	Endeavour	全心全意，盡己所能，悉力以赴

**V. Major Concerns (in order of priority)**

**Major Concern 1:**

**To foster in students a self-initiated and self-learning attitude by encouraging them to explore proactively subject knowledge in various teaching and learning activities.**

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
1. Strengthening the learning strategies by building up in students a habit of jotting down key points of learning	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Students know the way of jotting down key points in their learning as required by different subjects.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers</li> <li>• Inspection of students' learning journals</li> </ul>	<ul style="list-style-type: none"> <li>• All panel chairpersons</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers</li> </ul>
2. Encouraging teachers to put emphasis on questioning techniques that provoke higher-order thinking and creativity among students	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers design questions demanding higher-order thinking in their lesson studies and include some in their daily teaching</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers</li> <li>• Lesson observation</li> </ul>	<ul style="list-style-type: none"> <li>• All panel chairpersons</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers</li> </ul>

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
3. Teachers employ more interactive strategies like role play, group discussion, students presentation and competitions in class	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Students are more willing to take an active part in classroom activities</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers</li> <li>• Lesson observation</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers</li> </ul>
4. Students are encouraged to have pre-lesson studies in selected topics of each subject	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Interactions between teachers and students and among students increase in class teaching</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers</li> <li>• Lesson observation</li> </ul>	<ul style="list-style-type: none"> <li>• All panel chairpersons</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers</li> </ul>
5. Students will be given the teaching schedules of each subject so that they can prepare better for their learning	<ul style="list-style-type: none"> <li>• October 2011</li> </ul>	<ul style="list-style-type: none"> <li>• About 10% students will take the initiative to prepare for the learning</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers</li> </ul>	<ul style="list-style-type: none"> <li>• All panel chairpersons</li> </ul>	
6. A number of extended learning materials for self-access learning developed in our intranet	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Each subject has some self-learning materials or links posted in our intranet</li> </ul>	<ul style="list-style-type: none"> <li>• Reports from all Panel chairpersons</li> </ul>	<ul style="list-style-type: none"> <li>• Vice-Principal</li> </ul>	<ul style="list-style-type: none"> <li>• All panel chairpersons</li> </ul>

## Major Concern 2:

**Strengthening the CORE values of CZM: Care, Open, Respect and Endeavour.**

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
1. Through various activities, focusing on the all-round development of students and emphasizing the “CORE” values of our school: Care, Open, Respect, and Endeavour	• Throughout the year	• “CORE” values of our school strengthened among the students	• Feedback from teachers and students	• Heads of subject panels and function groups	• All Staff members
2. Value education is incorporated in the teaching schedule of each subject	• Throughout the year	• Teaching schedule of each subject has specified value education in a number of topics	• Scanning through teaching schedule of each subject	• All panel chairpersons	• All panel members
3. S2 and S3 students are encouraged to participate in social service so that they can appreciate and practice the idea of “Caring” through their service to society	• Throughout the year	• Over 90% of S3 and S2 students have a record of over 5 hours of service	• Feedback from teachers	• Teacher-in-charge of social services group	• Encouragement from class teachers

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
4. Teachers share their life experiences with students during morning assembly	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Students reflect that they understand more about their teachers.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>▪ Head of General Education</li> </ul>	<ul style="list-style-type: none"> <li>• All non-form teachers</li> </ul>
5. All teachers are asked to specify a session after-school to support students, help them to get clear of concepts every week or cater for the learners diversity	<ul style="list-style-type: none"> <li>• Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>• Students realize the caring of our teachers who are always willing to help</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from students</li> </ul>	<ul style="list-style-type: none"> <li>▪ Panel chair-persons of public examination subjects.</li> </ul>	<ul style="list-style-type: none"> <li>• All subject teachers</li> </ul>
6. To arrange a Career Mapping Camp for the S5 students in summer before they move up to S6	<ul style="list-style-type: none"> <li>• July 2012</li> </ul>	<ul style="list-style-type: none"> <li>• S5 students has a clear picture of their future path of studies</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>▪ Career teachers, and S5 Form teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Camp Fee for teachers and workers</li> </ul>
7. A “CORE” Day is scheduled in the School Calendar for carrying out outdoors activities in School Life Education	<ul style="list-style-type: none"> <li>• March 2011</li> </ul>	<ul style="list-style-type: none"> <li>• Less interruption to Normal Classroom activities</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>▪ Head of General Education</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers</li> </ul>



<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
8. Continuous participation in the Positive Adolescent Training through Holistic Social Programmes providing services for S1 to S3 students	<ul style="list-style-type: none"> <li>• From Summer 2011 to August 2012</li> </ul>	<ul style="list-style-type: none"> <li>• S1 to S3 students have more financial and material support to hold activities in School life Education</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>▪ Head of Counselling Team</li> </ul>	<ul style="list-style-type: none"> <li>• Time allocated for S1-S3 students to join the activities</li> <li>• S1 to S3 Form teachers, teachers of counseling and general education team</li> </ul>

### Major Concern 3:

#### Smoothing out the implementation of NSS curriculum

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. Employ a full-time teacher to strengthen the capacity of teachers in implementing the NSS curriculum	• Throughout the year	• Teachers feel comfortable for the transition to NSS	• Feedback from teachers concerned	• Vice-Principal	• Salary for one teacher
2. Employ a full-time School Development Assistant to help in the work of Liberal Studies	• Throughout the year	• Teachers of Liberal Studies feel more comfortable to tackle the heavy lesson preparation work and administration work involved	• Feedback from teachers concerned	• Panel Chairperson of Liberal Studies	• Salary for one School Development Assistant
3. Teachers adjust to new teaching strategies and requirement through collaborative work in school-based lesson studies	• Throughout the year	• There are more interactive activities in the classrooms	• Feedback from teachers and students	• All panel chairpersons	• All teachers

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
4. Students prepare for their own Student Learning Profile in electronic format through purchasing SLP module from e-class.	<ul style="list-style-type: none"> <li>• Sept 2011 to Dec 2012</li> </ul>	<ul style="list-style-type: none"> <li>• S4 and S5 students learn to keep a track record of their own learning</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>• Vice-principal</li> </ul>	<ul style="list-style-type: none"> <li>• Investment on the IT facilities</li> </ul>

## VI. Use of Capacity Enhancement Grant

Means by which teachers have been consulted : Staff Meeting

No. of operating classes : 26

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><b>1. <u>Measures to improve the learning of English</u></b> Employment of one CM English teacher so as to facilitate the deployment of English teachers to assist in remedial teaching in S.1-3, especially after school and during Saturday mornings to help students weak in English.</p>	1.9.11 – 31.8.12	<ul style="list-style-type: none"> <li>Improvement in students' performance as reflected by English teachers</li> </ul>	<ul style="list-style-type: none"> <li>Questionnaires for staff and students</li> <li>Assessment of students' performance</li> </ul>	<ul style="list-style-type: none"> <li>English Panel Head</li> </ul>	Teacher salary (with MPF) at Point 17 = (\$24,540 x 1.05) x 12 = \$309,204.00
<p><b>2. <u>Employment of one Full-time Teacher Assistant</u></b> Employment of one full-time Teacher Assistant to assist teachers in their non-teaching duties.</p>	1.9.11 – 31.8.12	<ul style="list-style-type: none"> <li>Production of more and better quality teaching materials</li> <li>Teachers are relieved of some of the workload in non-teaching areas</li> </ul>	<ul style="list-style-type: none"> <li>Development of teaching materials</li> <li>Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>Ms. Au Yeung S.H. &amp; Panel Heads of English, Technical, Mathematics and Science Subjects</li> <li>Mr. So Y.H. &amp; Panel Heads of Chinese, Humanities, and Cultural Subjects</li> </ul>	T.A. salary (with MPF) at point MOD7 = \$11,100 x 1.05 x 12 = \$139,860.00

Accumulative Surplus brought forward from 2010/2011 School Year		\$	57,203.00	
2011/12 School Year	Income :	\$	498,185.00	
	Estimated Expenditure :	\$	449,064.00	
	Estimated Surplus :	\$	49,121.00	
Estimated Accumulative Deficit by the end of 2011/2012 School Year		\$	106,324.00	(Reserved for use in 2012/2013 School Year)

**VII. Use of Senior Secondary Curriculum Support Grant**

The Senior Secondary Curriculum Support Grant is provided to school over a period of 4 years starting from 2008/09 school year and can be used up to the end of 2012/13 school year.

Strategies / Tasks	Resources Required
1. Employment of one Full-time English CM Teacher	Teacher salary for one year (with MPF) at point 14 = (\$21,175 + \$1000) x 12 = \$266,100.00
2. Employment of one Full-time Teacher Assistant	T.A. salary for one year (with MPF) at point MOD7 = \$11,100 x 1.05 x 12 = \$139,860.00

Accumulative Surplus brought forward from 2010/2011 School Year	\$	90,735.50
2011/12 School Year	Income :	\$ 739,152.00
	Estimated Expenditure :	\$ 405,960.00
	Estimated Surplus :	\$ 333,192.00
Estimated Accumulative Surplus by the end of 2011/2012 School Year	\$	423,927.50 (Reserved for use in 2012/2013 School Year)

**VIII. Use of Liberal Studies Curriculum Support Grant**

The Liberal Studies Curriculum Support Grant is a one-off grant of \$320,000 provided to school in the 2010/11 school year from Education Bureau to enable schools to create favourable conditions for the introduction of Liberal Studies in the early stage of the new academic structure and can be used up to the end of 2011/12 school year.

Strategies / Tasks	Resources Required
1. Employment of one Full-time School Development Assistant (SDA) to help in the set-up work of Liberal Studies.	SDA salary for one year (with MPF) at point MOD7 = \$11,100 x 1.05 x 12 = \$139,860.00
2. Purchase of teaching materials of Liberal Studies	\$44,000.00

Accumulative Surplus brought forward from 2010/2011 School Year	\$ 183,107.51	
2011/12 School Year	Income :	--
	Estimated Expenditure :	\$ 183,860.00
	Estimated Deficit :	\$ 183,860.00
		(Partly covered by the Accumulative Surplus brought forward from 2010/2011 School Year and partly covered by Accumulative Surplus in EOEBG )

**IX. Use of Fractional Post Cash Grant**

Our school has been approved by EDB to encash the 0.8 fractional GM post in the teaching establishment of 2011/12 school year and claim the Fractional Post Cash Grant, the use of which depends on the school’s own situation and school-based targets. School can retain 3 times the annual provision of the school year in which the grant is provided and any excess will be clawed back.

Strategies / Tasks	Resources Required
1. Employment of a Full-time CM English Teacher	Teacher salary (with MPF) at Point 17 = (\$24,540 + \$1,000) x 12 = \$306,480.00

Accumulative Surplus brought forward from 2010/2011 School Year	\$ 81,321.50						
2011/12 School Year	<table> <tr> <td data-bbox="577 893 1045 925">Income :</td> <td data-bbox="1045 893 1875 925">\$ 359,664.00</td> </tr> <tr> <td data-bbox="577 933 1045 966">Estimated Expenditure :</td> <td data-bbox="1045 933 1875 966">\$ 306,480.00</td> </tr> <tr> <td data-bbox="577 974 1045 1006">Estimated Surplus :</td> <td data-bbox="1045 974 1875 1006">\$ 53,184.00</td> </tr> </table>	Income :	\$ 359,664.00	Estimated Expenditure :	\$ 306,480.00	Estimated Surplus :	\$ 53,184.00
Income :	\$ 359,664.00						
Estimated Expenditure :	\$ 306,480.00						
Estimated Surplus :	\$ 53,184.00						
Estimated Accumulative Surplus by the end of 2011/12 School Year	\$ 134,505.50 (Reserved for use in 2012/13 school year)						



## X. Use of Learning Support Grant for Secondary School

The Learning Support Grant for Secondary School is provided to school starting from 2008/09 school year to enhance the support for students with special educational needs.

Strategies / Tasks	Resources Required
1. Employment of a Full-time Teacher Assistant (Chinese) for 12 months	T.A. salary (with MPF) at point MOD8 = \$11,315 x 1.05 x 12 = \$142,569.00
2. Promoting an Inclusive Culture : Service Learning in Lutheran School for the Deaf and help organize a Drama	Service Learning : \$6,000.00 Drama: \$9000.00
3. Employ Social Worker service to conduct Student Guidance Services for SEN students	Honorarium for 24 sessions each of 3 hours: 24 x \$1300 = \$ 31,200.00
4. Procuring outside professional services: Speech Therapy sessions, Drama Therapy Sessions and Attention Training Sessions	Honorarium for 40 Speech Therapy sessions each of 45 minutes : 40 x \$900 = \$36,000.00 Honorarium for 20 Drama Therapy sessions each of 1 hour : 20 x \$700 = \$14,000.00 Honorarium for 30 Attention Training sessions each of 1 hour : 30 x \$600 = \$18,000.00
5. Employ tutors to enhance language abilities	Honorarium for 60 hours of English tutorial: 60 x \$270 = \$16,200.00 Honorarium for 40 hours of Chinese tutorial: 40 x \$150 = \$6,000.00

Accumulative Surplus brought forward from 2010/2011 School Year		\$	112,298.85	
2011/12 School Year	Income :	\$	190,000.00	
	Estimated Expenditure :	\$	278,969.00	
	Estimated Deficit :	\$	88,969.00	(Covered by Accumulative Surplus brought forward form 2010/2011 School Year)
Estimated Accumulative Surplus by the end of 2011/12 School Year		\$	23,329.85	(Reserved for use in 2012/13 school year)

**XI. Use of Diversity Learning Grant (Applied Learning)**

The Diversity Learning Grant is provided to School starting from 2009/10 school year to support students in studying Applied Learning Courses.

**For 2010/11 to 2012/13 Cohort:**

<b>DLG Category</b>	<b>Resources Required</b>	
Applied Learning Course : Western Cuisine	Course Fee for one student :	\$11,600.00 (For 2011/12 and 2012/13)

2011/12 School Year	Income :	\$ 4,125.00	
	Estimated Expenditure :	\$ 5,800.00	
	Estimated Deficit :	\$ 1,675.00	(Covered by Accumulative Surplus in EOEBG )
2012/13 School Year	Income :	\$ 4,125.00	
	Estimated Expenditure :	\$ 5,800.00	
	Estimated Deficit :	\$ 1,675.00	(Covered by Accumulative Surplus in EOEBG )

**XI. Use of Diversity Learning Grant (Other Programme)**

**For 2011/12 to 2013/14 cohort:**

**In each of the three years:**

<b>DLG Category</b>	<b>Resources Required</b>	
Other Programme: Gifted Education Programme	Employment of an experienced qualified part-time teacher to carry out English Creative Writing Programme for gifted S4 students on Saturday	15 sessions each of 2 hours at hourly rate of \$500.00: \$500 x 2 x 15 = \$15,000.00
	Employment of a tutor to carry out Training Programme in Chinese Language for gifted S4 students after-school	15 sessions each of 1.5 hour at hourly rate of \$500.00 : \$500 x 1.5 x 15 = \$11,250.00
	Employment of a tutor to carry out training on Mathematics Olympiad for gifted S4 students after-school	10 sessions each of 1.5 hours at hourly rate of \$500.00 : \$500 x 1.5 x 10 = \$7,500.00

2011/12 School Year	Income :	\$ 28,000.00	
	Estimated Expenditure :	\$ 33,750.00	
	Estimated Deficit :	\$ 5,750.00	(Covered by Accumulative Surplus in EOEBG )

## **XII. Use of School-based After-school Learning and Support Programme**

<b>Name of Activity</b>	<b>Objectives of the activity</b>	<b>Period/Date activity to be held</b>	<b>Estimated no. of grant beneficiaries#</b>	<b>Estimated expenditure (\$)</b>	<b>Name of partner/service provider (if applicable)</b>
Musical Instrument Training Classes	<ul style="list-style-type: none"> <li>• Widen the scope of learning experiences outside classroom</li> <li>• Enhance the personal and social development of students</li> </ul>	Oct 2011 to Aug 2012	15 students from S1-S5	Besides the share subsidized by the school, each student has to pay approximately \$1,500 to the tutors. This fee will be borne by the grant. [\$1,500 x 15 = \$22,500]	<ul style="list-style-type: none"> <li>• Zheng Tutor: Chan Mei Fung</li> <li>• Brass Band Tutor: Lee Sing Wan</li> <li>• Clarinet tutor: Hau Chai Hsing</li> <li>• Percussion tutor: Chiu On Tik</li> <li>• Upper Brass tutor: Yip Chun Kit</li> <li>• Flute tutor: Yuen Cho Hong</li> </ul>

Name of Activity	Objectives of the activity	Period/Date activity to be held	Estimated no. of grant beneficiaries#	Estimated expenditure (\$)	Name of partner/service provider (if applicable)
Sports Games Training Classes	<ul style="list-style-type: none"> <li>• Widen the scope of learning experiences outside classroom</li> <li>• Enhance the personal and social development of students</li> </ul>	Sept 2011 to Aug 2012	48 students from S1-S3	<p>Besides the share of tutoring fees subsidized by the school, each student has to pay \$300 to the tutors. This fee will be borne by the grant.</p> <p>[\$300 x 48 = \$14,400]</p>	<ul style="list-style-type: none"> <li>• Volley Ball Tutor: Lee Yuk Fung</li> <li>• Basketball(Girls) Tutor: Chung Ming Tat</li> <li>• Basketball (boys) Tutor: Chiu Wing Leung</li> <li>• Athletic Training Tutor: Wong Hang</li> <li>• Handball Tutor: Jia Dong Jin</li> </ul>

Name of Activity	Objectives of the activity	Period/Date activity to be held	Estimated no. of grant beneficiaries#	Estimated expenditure (\$)	Name of partner/service provider (if applicable)
Various Support Programmes for Personal Development	<ul style="list-style-type: none"> <li>Widen the scope of learning experiences outside classroom</li> <li>Enhance the personal and social development of students</li> </ul>	Sept 2011 to Aug 2012	300 students from S1 to S7	The fee contributed by students when joining various support programmes for personal and social development will be borne by the grant [\$60 x 300 = \$18,000]	

Note:

# Grant beneficiaries – referring to target students in receipt of CSSA/SFAA full grant and disadvantaged students identified by the school.

Accumulative Surplus brought forward from 2010/2011 School Year	\$ 38,762.10	
2011/12 School Year	Income :	\$ 98,000.00
	Estimated Expenditure :	\$ 54,900.00
	Estimated Surplus :	\$ 43,100.00
Estimated Accumulative Surplus by the end of 2011/2012 School Year	\$ 81,862.10 (Reserved for future use)	

### XIII. Continuing Professional Development Plan of Principal

Major Concerns for this year	Core Area (s) of Leadership Involved *(e.g. I, II, III,...)	Summary of Item and Content
1. Students Learning	II	<ol style="list-style-type: none"> <li>1. Implement of the strategy on jotting down the key learning points after lessons to strengthen the self-reflection of learning.</li> <li>2. Continue to strengthen the questioning techniques of our teachers in provoking creativity.</li> </ol>
2. Continuous Professional development	I, II, III, IV, V, VI	<ol style="list-style-type: none"> <li>1. Act as learning co-ordinator of “Blue Line” to arrange sharing programmes for Principals’.</li> <li>2. Attend seminars and sharing sessions organized by EDB and other institutions.</li> </ol>
3. Serving the educational sector and promoting professional development	III, V, VI	<ol style="list-style-type: none"> <li>1. Conduct Staff Development Programmes both inside and for other schools</li> <li>2. Serve as External School Reviewer in carrying out ESR of another school</li> <li>3. Serve as member of Learning Resources and Support Committee, CDI, EDB</li> </ol>

\* (I) Strategic direction & policy environment  
(IV) Staff & resources management

(II) Learning, teaching & curriculum  
(V) Quality assurance & accountability

(III) Teacher professional growth & development  
(VI) External communication & connec



#### XIV. Annual School Budget

	Balance Brought Forward (end of school year 2011/12) HKD \$	Estimated Income HKD \$	Estimated Expenditure HKD \$	Estimated Surplus/ (Deficit) for the school year 2011/12 HKD \$	Estimated cumulative Surplus/(Deficit) for the school year 2011/12 HKD \$
<b>1. Expanded Operating Expenses Block Grant</b>					
a. School & Class Grant			1,905,400.00		
b. Noise Abatement / Lift Main / Air-Con Prep Rm Grants			277,900.00		
c. Administration Grants			2,891,000.00		
d. Curriculum / Subject Grants	1,724,603.30	6,243,943.36	138,100.00	(317,520.64)	1,407,082.66
e. Information Technology Grants			385,700.00		
f. Student Support Grants			18,800.00		
g. Capacity Enhancement Grant			449,064.00		
h. Composite Furniture and Equipment Grant			495,500.00		
Expanded Operating Expenses Block Grant Total:	<b>1,724,603.30</b>	<b>6,243,943.36</b>	<b>6,561,464.00</b>	<b>(317,520.64)</b>	<b>1,407,082.66</b>
<b>2. Grants Not included in EOEBG</b>					
a. Teacher Relief Grant	276,412.02	818,020.00	449,524.00	368,496.00	644,908.02
b. Home School Co-operation Grants	7,038.90	10,600.00	10,600.00	-	7,038.90
c. School-based After-School Learning and Support Grant	38,762.10	98,000.00	54,900.00	43,100.00	81,862.10
d. Learning Support Grant for Secondary School	112,298.85	190,000.00	278,969.00	(88,969.00)	23,329.85
e. Senior Secondary Curriculum Support Grant	90,735.50	739,152.00	405,960.00	333,192.00	423,927.50
f. Fractional Post Cash Grant	81,321.50	359,664.00	306,480.00	53,184.00	134,505.50
g. Diversity Learning Grant (Second Cohort App Learning)	-	4,125.00	5,800.00	(1,675.00)	(1,675.00)
h. Diversity Learning Grant (other Programme)	-	28,000.00	33,750.00	(5,750.00)	(5,750.00)
i. One-off Grant for Procurement of e-learning Resources	46,310.00	-	46,310.00	(46,310.00)	-
j. Liberal Studies Curriculum Support Grant	183,107.51	-	183,860.00	(183,860.00)	(752.49)
k. Salary and related Grant	(10,583.20)	31,469,500.00	31,469,500.00	-	(10,583.20)
l. Reimbursement of Rents and Rates	0.20	476,880.00	476,880.00	-	0.20
Grants Not included in EOEBG Total :	<b>825,403.38</b>	<b>34,193,941.00</b>	<b>33,722,533.00</b>	<b>471,408.00</b>	<b>1,296,811.38</b>
<b>3. School Fund</b>					
a. Tong Fai		127,600.00			
b. Trading Operation		42,400.00			
c. Tuckshop Rental	3,136,010.93	143,000.00	594,000.00	229,100.00	3,365,110.93
d. Income from other sources		510,100.00			
e. Approved Collection (Air-con Charges)	1,622,494.77	202,400.00	373,500.00	(171,100.00)	1,451,394.77
School Fund Total:	<b>4,758,505.70</b>	<b>1,025,500.00</b>	<b>967,500.00</b>	<b>58,000.00</b>	<b>4,816,505.70</b>
<b>4. Other Income</b>					
a. Refined English Enhancement Scheme	-	306,000.00	324,450.00	(18,450.00)	(18,450.00)
Other Income Total:	-	306,000.00	324,450.00	(18,450.00)	(18,450.00)
<b>Total:</b>	<b>7,308,512.38</b>	<b>41,769,384.36</b>	<b>41,575,947.00</b>	<b>193,437.36</b>	<b>7,501,949.74</b>