

Po On Commercial Association Wong Siu Ching Secondary School
Report on the Use of Capacity Enhancement Grant (September 2022 to August 2023)

Task Area	Implementation Plan & Schedule	Staff Member employed or services procured	Grant Used	Evaluation
Learning & Teaching	To employ 1.0 manpower Contract Teachers (CT) to take up teaching loads in Chem and Putonghua.	One Chem teacher and One Putonghua teacher	Total salaries paid for 2 CTs: \$525,470 Total contributions paid for MPF Scheme (employer's portion): \$18,336.5 TOTAL \$543,806.5	Two contract teachers were appointed to teach senior and junior classes. They designed lessons and worksheets to teach higher order thinking skills. Useful worksheets and supplementary materials were devised to arouse students' interests and learning motivation.
	To employ 1.0 manpower Teaching Assistant (TA) to perform administrative duties, assist teachers in student activities and revise learning materials.	Two Teaching Assistants	Total salaries paid for 2 TA: \$146,997.13 Total contributions paid for MPF Scheme (employer's portion): \$7,157.1 TOTAL \$154,154.23	The TA helped teachers to prepare teaching materials, enhanced teaching and learning efficiency. The TA also offered support in administration and student activities, which relieved the teachers' workload.

Grant received from EDB: 654,502

Total grant used: 697,960.73

Deficit Balance: (43,458.73)

Deficit transferred to the surplus of EOEBG:43,458.73

22/23 Total Balance:0