## Po On Commercial Association Wong Siu Ching Secondary School

**Report on Use of Capacity Enhancement Grant (2012-2013)**  
**September 2012 to August 2013**

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<th>Task Area</th>
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| Learning & Teaching | To employ 2 contract teachers to teach Liberal Studies and Chinese Language so as to create time for other teachers to attend NSS training courses and to plan NSS lessons. | 2 teachers were employed.                | Total salaries paid for 2 teachers: **$546,333.50**  
Total contributions paid for MPF Scheme (employer’s portion): **$25,702.12**  
TOTAL **$572,035.62** | 1. The additional manpower relieved the workload of the Liberal Studies and Chinese teams. There was room for the subject teachers to attend NSS training courses while the teaching quality was maintained. In 2012-2013, 9 LS teachers took part in different seminars and courses for more than 120 hours in total.  
2. The two teachers employed also benefited the departments in organizing activities and producing teaching aids. For LS, 「時事十日談」 was published regularly in every 10 days, which enhanced the effectiveness of both teaching and learning by broadening students’ knowledge of public affairs. For Chinese, the EDB Language Support Officer had positive commented on the teacher’s devotion to the school-based support programme in F.1  
3. Based on lesson observation and records of work, the panel heads and the principal highly commended the performance of the additional teachers in classroom teaching, homework marking and leading extra-curricular activities. |

Grant received from EDB: **$516,616.00**  
Total grant used: **$572,035.62**  
Deficit Balance: **($55,419.62)**

Shortfall has been made up with surplus to be deployed from the Expanded Operating Expenses Block Grant

Approved by  
Wan Kwok Hung (Supervisor)