

St. Paul's College  
Plan on Use of Capacity Enhancement Grant (2021-2022 school year)

Means by which teachers have been consulted: at 1<sup>st</sup> staff meeting on 30 August, 2021.

Task Area	Major Area(s) of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
1	Non-teaching duties of teachers make it difficult for them to concentrate on teaching, curriculum development, and catering for learner diversity	<ul style="list-style-type: none"> <li>■ To employ three teaching assistants (including MPF) to take up some non-teaching duties currently performed by teachers</li> </ul>	<ul style="list-style-type: none"> <li>■ Non-teaching duties take up less of teachers' time, so they have more time and energy to concentrate on teaching, curriculum development, and catering for learner diversity</li> </ul>	9/2021 – 8/2022	\$760,473	<ul style="list-style-type: none"> <li>■ Teachers have more time to concentrate on teaching, curriculum development, and catering for learner diversity</li> </ul>	<ul style="list-style-type: none"> <li>■ Performance appraisal of the teaching assistants hired using the grant</li> <li>■ A review with heads of departments concerned on the extent to which teachers' non-teaching duties are relieved by the teaching assistants</li> </ul>	Ms. F. Wong Mr. C. L. Wong
				<b>Total:</b>	<b>\$760,473</b>			

**Redeployment of resources**

Total estimated expenses	\$ 760,473	
Grant received	\$ 732,960	
Deficit	\$ 27,513	(to be covered by school funds)