



軒尼詩道官立小學(銅鑼灣)

2019 - 2020年度

運用學校發展津貼  
工作計劃



## 軒尼詩道官立小學(銅鑼灣)

### 運用學校發展津貼工作計劃 (2019 - 2020 年度)

預算本年度可運用津貼總額 \$ 770,000.00  
(暫定款額)

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<u>項目</u>	<u>預算費用</u>
1) 聘請教學助理兩名	\$ 351,792.00
2) 聘請文員一名	\$ 171,864.00
3) 聘請文員一名(5 個月的薪金由學校發展津貼支出，另外 7 個月薪金由其它津貼支出)	\$ 71,610.00
3) P.3 - P.6 英語增潤課程	\$ 130,000.00
	共支付： \$ <u>725,266.00</u>

## 運用 2019-2020 學年「學校發展津貼」計劃書

諮詢教師的方法：意見調查後在校務會議討論及通過

項目	關注重點	策略/工作	預期成果	時間表	所需資源	成功準則	評估方法	負責人
1) 課程發展	<ul style="list-style-type: none"> <li>- 減輕教師的工作量</li> <li>- 支援學生學習</li> <li>- 協助教師推行活動</li> </ul>	聘請兩位教學助理	<ul style="list-style-type: none"> <li>- 協助教師處理與教學相關的工作</li> <li>- 協助教師編製教材</li> <li>- 協助照顧有特殊需要的學生</li> </ul>	由 2019 年 9 月至 2020 年 8 月，為期一年	兩位教學助理全年薪金連同強積金費用： $(\$13,960 \times 1.05 \times 12) \times 2 = \$351,792.00$  *預計 1-4-2019 後之加薪幅度為 5%	<ul style="list-style-type: none"> <li>- 預備充足合適的教具</li> <li>- 教師有更多時間設計課程及教學活動</li> <li>- 有特殊需要的學生得到合適的照顧</li> </ul>	<ul style="list-style-type: none"> <li>- 教學助理工作表現</li> <li>- 用問卷形式調查老師對教學助理的意見</li> <li>- 教學助理工作日程表</li> </ul>	副校長
2) 課程發展	減輕教師非教學及文書等工作，使他們能專注發展有效的教學活動	聘請兩位文員	<ul style="list-style-type: none"> <li>- 協助老師製作教具、字卡、展板</li> <li>- 協助推行課外活動</li> <li>- 協助老師運用資訊科技及視聽器材上課</li> </ul>	由 2019 年 9 月至 2020 年 8 月，為期 1 年  其中一位文員首 5 個月薪金由學校發展津貼支出	兩位文員全年薪酬連同強積金費用： $(\$13,640 \times 1.05 \times 17) = \$243,474.00$  *預計 1-4-2019 後之加薪幅度為 5%	<ul style="list-style-type: none"> <li>- 預備充足和合適的教具</li> <li>- 教師可用更多時間設計課程及教學活動</li> <li>- 學生在使用資訊科技及視聽器材時得到適當協助</li> </ul>	<ul style="list-style-type: none"> <li>- 文員的工作表現</li> <li>- 用問卷形式調查老師對文員的意見</li> <li>- 文員的工作日程表</li> </ul>	副校長

### Plan 3 : Enhancement Programme-- Native-speaking English Teacher (NET) Project

Means by which teachers have been consulted: through meetings of English Panel

No. of operating classes (excluding IRTP): 20

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	Teaching Staff(s) Responsible
Enhancing students' language proficiency	<ol style="list-style-type: none"> <li>To encourage and motivate students to communicate in English, to practice more and to build their confidence so that they can express themselves in English, as a second language.</li> <li>To develop communication skills, their reading ability and to ensure that students continuously focus on their pronunciation, tone and presentation.</li> <li>To help the students expand upon their current vocabulary by learning new interesting words and understanding the meanings.</li> </ol>	<p>To hire services from an outside agency through formal tendering procedures which provides a Native-speaking teacher to support—</p> <ul style="list-style-type: none"> <li>the teaching of speaking and reading.</li> <li>the creation of a language-rich English learning environment.</li> <li>participants of English performances/ competitions/ activities.</li> </ul>	<p>To lighten the workload of teachers in preparing an oral English language curriculum for the students.</p> <p>Teachers can focus on learner differences and coping with pupil's diversity in speaking and listening.</p> <p>To support the teachers by teaching the students spoken English, relating to the subjects being taught in the chapters from the text book for each form.</p>	Starting from 1st October 2019 to 31 <sup>st</sup> May 2020 for 8 consecutive months.	Salary of the Native-speaking teacher for the year- approximately \$120,000 (The excessive amount will be paid by OEP)	<ul style="list-style-type: none"> <li>Students' proficiency in English Language is enhanced.</li> <li>Students are generally able to make improvement in their English Language speaking and reading skills.</li> <li>The language-rich environment creates a lively and authentic atmosphere that enhances second language learning.</li> <li>The majority of the students are more motivated to practise and improve their spoken English.</li> <li>Overall the students pronunciation has developed progressively over the course of the school year.</li> </ul>	<ul style="list-style-type: none"> <li>Comparison of students' speaking results.</li> <li>Conduct surveys to gather views from teachers and students on the English learning environment.</li> <li>Evaluation report on students' feedback on performances/ competitions / activities.</li> </ul>	English Panel Teachers