**Plan on the Use of Capacity Enhancement Grant (CEG) for the 2015 – 2016 School Year**

Name of School: **CCC Ming Yin College**  
Means by which teachers have been consulted: **Opinion survey followed by staff meeting**  
No. of operating classes: **25**

### Category B: Relating to Curriculum Development

<table>
<thead>
<tr>
<th>Major Area(s) of Concern</th>
<th>Strategies/ Tasks</th>
<th>Benefits Anticipated</th>
<th>Implementation Schedule/ Time Scale</th>
<th>Resources Required</th>
<th>Success Criteria</th>
<th>Method(s) of Evaluation</th>
<th>People Responsible</th>
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</thead>
</table>
| **1** - To relieve teachers’ workload in preparing various kinds of teaching materials | To employ a full-time Teaching Assistant | - Teachers’ workload in preparing teaching materials is alleviated | Whole school year | Salary (8 months) including MPF; (4 months paid by Careers & Life Planning Grant) | $112,000 | - Number of teaching materials developed % of teachers whose workload has been relieved | - Performance appraisal by Careers Committee members  
- Feedback from teachers (and students) | Mr. K.H. Chua  
Miss K.L. Yee |

### Category C: Relating to Coping with Diverse Student Needs

<table>
<thead>
<tr>
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| **1** - To develop and enhance the communication and leadership skills of F.5 students | To invite and co-operate with the Camp Training Instructors | - All F.5 students are well-equipped with effective communication and leadership skills  
It provides much closer contact among F.5 students, and between teachers & students | September 2015 | Part of the camp fee will be subsidized by EDB Education Camp Fund | $30,000 | - Communication and Leadership skills of F.5 students improved  
- Performance of student leaders, especially chairpersons of committees and ECA groups improved | - Feedback from F.5 subject teachers and Student Affairs Committee members.  
- Survey from F.5 students | Mr. Y.F. Tse |
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</table>
| 2 To promote all-round or whole-person education | To invite or co-operate with NGO in organizing various guidance programmes related to coping with student’s needs | - The workload of members of Counselling Committee can be relieved  
- Students can have wider exposure | Whole school year | $80,000 | - Attendance of students  
- Most of the students show improvement | - Feedback from participants and teachers-in-charge  
- Feedback from Counselling Committee members | Mr. K.H. Chua  
Miss K.L. Yee |
| 3 To provide professional training to School-team members | To employ E.C.A. part-time coaches School-Team members and E.C.A. group members. | September 2015 to July 2016 | $180,000 | - Attendance of students  
- Most of the students show improvement | - Feedback from the teacher advisors and coaches on students’ performance  
- Performance appraisal on the coaches by the teachers-in-charge | a) Mr. C.F. Lam  
b) Miss K.W. Lok  
c) Mr. C.F. Lam  
d) Mr. T.C. Wong  
e) Mr. C.C. Wong  
f) Mrs. C.Y. Leung  
g) Mrs. M.F. Pun |

a) Basketball Team  
b) Volleyball Team  
c) Table-tennis Team  
d) Football Team  
e) Athletic Team  
f) Tae Kwon Do  
g) Instrument Groups/School Orchestra

Total: $402,000

N.B. CEG for the School Year 2015 – 2016: HK514,415.00  
N.B. CEG for the School Year 2014 – 2015: HK557,148.00