

Annual School Plan

2018-2019



Maryknoll Convent School (Secondary Section)



Maryknoll Convent School (Secondary Section)

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Our Vision

- We envision** our students to embrace the Maryknoll spirit signified by the school motto "*Sola Nobilitas Virtus*" (Virtue Alone Ennobles).
- We envisage** our students to be individuals with moral, ethical and religious values, intellectually competent, compassionate in serving others and capable of continuing self-development to meet the challenges in life and to contribute to society.
- We see** our students as informed and innovative, analytical and critical, responsible and adaptable, moral and ethical members of society.

Our Creed and Values

- We believe** that each person is formed in God's image. We wish our students to know through Jesus Christ the hope and the meaning of life and to liberate their minds from ignorance and their hearts from prejudice.
- We believe** in the dignity of each student.
- We believe** that education is essential to a just society.

Our Mission

- We provide** all-round, quality and affordable education for girls.
- We develop** in every student a thirst for knowledge, an ability to self-learn, and a spiritual, intellectual, aesthetical, physical and social balance. We encourage our students to pursue excellence in their respective interests and realize their potential to the full.
- We inculcate** basic skills for our students to grow as individuals and in a group, to be responsible citizens with an appreciation of Chinese culture and of the world around them.
- We stimulate** our students to develop initiative in learning and awareness of its relevance to themselves, to life and to others.
- We instill** in our students an awareness of the importance of trust and integrity and an appreciation for co-operative teamwork and respect for others.
- We train** our students to have high moral standards, to be socially and environmentally aware and to be useful, contributory and responsible members of the community.
- We co-operate** with teachers, parents and society to promote and maintain a safe, healthy and happy environment for quality education.

Annual School Plan

2018 – 2019

Major Concerns

1. To deepen the implementation of 4 Strategic Foci identified by the Sponsoring Body to optimise students' learning outcome by:

a) Empowering and encouraging our students:

- To serve
- To pursue excellence
- To realize their potential to the full
- To be forward looking

b) Building teacher capacity and enhancing wellbeing

2. To promote character education and live out our school motto (SOLA NOBILITAS VIRTUS) by:

a) Cultivating the following virtues that ennoble the character:

- 信德 Faith
- 智德 Prudence
- 節德 Temperance

b) Bringing out unique character core to the Maryknoll spirit

Implementation Plans

Major Concern #1: To deepen the implementation of the 4 Strategic Foci identified by the Sponsoring Body to optimise students' learning outcome

Targets:

a) **To empower and encourage our students:**

- **To serve: encourage students to embrace service as a way of life for Maryknollers as they grow as individuals and contributors to society**
- **To pursue excellence: instill in students a strong growth mindset, a will to aim high and the humility to seek improvement**
- **To realize their potential to the full: promote intellectual, aesthetic, physical, spiritual and social development based on students' needs and gifts**
- **To be forward looking: equip students with the necessary knowledge, skills and values to prepare them for the globally connected VUCA world**

b) **To build teacher capacity and enhance wellbeing**

Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> ➤ To start with service “at home” and encourage students to take on formal and informal duties and take ownership of school environment ➤ To proactively provide opportunities and facilitate students' collaboration, planning and performance of services in the local and global community 	<ul style="list-style-type: none"> ➤ Students are able to play their different responsibility roles in a satisfactory manner ➤ Students from each class are able to propose and implement a meaningful service project. 	<ul style="list-style-type: none"> ➤ Service records and comments by moderators ➤ Surveys to gauge feedback from students , Homeroom teachers' and people being served 	Throughout the school year	Teachers in charge of the ECA Committee, Religious & Moral Education Committee, Global Citizenship & Civic Education Committee & Homeroom teachers	Funding for carrying out the service projects

<p>➤ To equip students with 21st Century skills through:</p> <ul style="list-style-type: none"> • the implementation and expansion of school-based programmes in F.1 & F.2: namely Extended Learning Programme, Project-Based Learning & STEM Ed Lessons • promoting and offering a wide variety of ECA opportunities, locally and overseas, especially for F3-6 to broaden their horizons and apply their learning beyond the classroom 	<p>➤ Positive feedback from teachers and students involved in the school-based programmes</p> <p>➤ Work produced is of good quality and innovative</p> <p>➤ Positive feedback from students, parents and teachers concerned</p>	<p>➤ End-of-term evaluation reports from teachers and students concerned</p> <p>➤ Results of assessments and Records of Student Profiles</p> <p>➤ Surveys to gauge feedback from all concerned</p>	<p>Throughout the school Year</p>	<p>Curriculum & Academic Affairs Team; Committees concerned</p>	<p>Funding for employing extra personnel & the refurbishment of the STEM Room, including suitable F&E</p>
<p>➤ To conduct programmes/talks and organize external visits to maximise students' exposures and engage them in dialogue and reflection regarding local and global concerns</p>	<p>➤ Positive feedback from organisers/speakers, teachers and students involved in the related ECA's</p>	<p>➤ Statistics of such activities and programmes</p> <p>➤ Interviews to gauge feedback from organisers/speakers</p> <p>➤ Surveys to gauge teachers' and students' feedback</p>	<p>Throughout the school year</p>	<p>Curriculum & Academic Affairs Team; Global, Citizenship & Civic Education Committee and other Committees concerned</p>	<p>Funding for students to take part in related activities</p>

<ul style="list-style-type: none"> ➤ To identify and offer the best accessible resources, facilities, mentors and coaches for students to explore interests and pursue excellence in various disciplines including language, humanities, STEM, visual and performing arts, sports, business, etc ➤ To offer additional enhancement and enrichment classes to help high ability students excel and give attention to those who need extra guidance to realise their academic potentials to the full ➤ To review the implementation of a 6-year eLearning plan that started in 2015-16 which focuses on equipment, teaching and learning and staff development ➤ To begin the library enhancement project to upgrade facilities and gradually evolve to 21st Century learning hub for exploration, creation and collaboration 	<ul style="list-style-type: none"> ➤ Suitable resources, facilities, mentors and coaches are identified and made available ➤ Positive feedback from student participants of various programmes and activities feel motivated to take part in similar activities in future ➤ Students find the classes helpful and become more motivated and confident ➤ Improvement in academic results of participants in these classes ➤ Target set for the eLearning plan achieved ➤ The Library Enhancement Plan is drafted and confirmed 	<ul style="list-style-type: none"> ➤ End-of-term evaluation to collect students' feedback ➤ Results achieved by the students concerned ➤ Stock-taking of F&E acquired, teaching and learning as well as staff development targets 	<p>Throughout the school year</p>	<p>Curriculum & Academic Affairs Team – Curriculum Development Committee, panels concerned Student Support & Pastoral Care Team – ECA Committee</p>	<p>Funding for extra manpower to support relevant programmes /activities as well as split/pull-out classes</p>
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<ul style="list-style-type: none"> ➤ To identify additional Sister Schools in China that exemplify teaching and learning innovations for student and teacher development ➤ To review green practices at school to prepare for the heightening the school community's awareness for the environment and a long-term sustainability plan ➤ To conduct Professional Development Programmes that can address the needs of teachers, especially those that can promote their wellbeing ➤ To offer opportunities for teachers to take part in Professional Development Programmes relevant to the needs of the school and the teachers concerned ➤ To identify and re-organize resources to relieve teachers of excessive administrative work and increase capacity for teaching and student support 	<ul style="list-style-type: none"> ➤ Agreement established with at least one new Sister School in China ➤ Green practices are reviewed ➤ Professional Development Programmes are welcomed by a majority of teachers ➤ Teachers can take part in Professional Development programmes relevant to the needs of the school ➤ Administrative resources are identified ➤ Teachers find time to serve, to pursue interests and bring their passion into the classroom 	<ul style="list-style-type: none"> ➤ Feedback from teachers ➤ Teachers' active participation during the programmes <p>End of year teacher reviews</p>	<p>Throughout the school year</p>	<p>School Development Team (Staff Development)</p>	<p>Funding for organizing Staff Development Programmes</p> <p>Funding for employing supply teachers to accommodate for teachers to attend Professional Development Programmes offered by the EDB or other approved institutions</p>
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<p>➤ To encourage teachers to role-model spirit of service and pursuit of their respective interests with passion and global perspective</p>					
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Major Concern #2: To promote character education and live out our school motto (SOLA NOBILITAS VIRTUS)

Targets:

a) To cultivate the following virtues that ennoble the character:

- Faith
- Prudence
- Temperance

b) To bring out unique character core to the Maryknoll spirit

Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> ➤ To organize programmes, including homeroom activities, to guide students to re-trace and reflect on their Maryknoll heritage and apply it to the 21st Century context, to understand and live out the essence of the school motto ➤ To give comprehensive briefing to teachers for thorough understanding of the deeper meaning behind the virtues and how they are relevant to our students’ challenges 	<ul style="list-style-type: none"> ➤ Students understand and embrace the school motto ➤ Students set achievable class and/or personal goals related to the targeted values ➤ Panels and Committees facilitate the acquisition of the targeted virtues in alignment with the Maryknoll spirit ➤ Students give positive feedback to the programmes/activities 	<ul style="list-style-type: none"> ➤ Reports of end-of-term evaluation about achievement of class and personal goals ➤ Evaluation reports of panels and committees 	<p>Throughout the school year</p>	<p>Curriculum & Academic Affairs Team – Subject Panels/Committees; Student Support & Pastoral Care Team – Committees concerned; School Development Team: Committees concerned</p>	<p>Funding and Manpower for organizing related programmes and activities</p>

<ul style="list-style-type: none"> ➤ To incorporate in the year plans of panels and committees programmes and Student Support and Pastoral Care team initiatives that can shape students' character in an age-appropriate manner ➤ To align and connect targeted virtues to 21st Century skills, 16 Habits of the Mind, the Maryknoll spirit and character identified in our Vision and Mission 	<ul style="list-style-type: none"> ➤ Targeted virtues are in alignment with 21st Century skills, 16 Habits of Mind, the Maryknoll spirit and character identified in our Vision and Mission through Panel/Committee Year plans 	<ul style="list-style-type: none"> ➤ Records of the Character Building Committee and Prefect Board ➤ Surveys to gather feedback from students and teachers 			
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Plan for the Use of the Capacity Enhancement Grant for 2018-2019 Academic Year

I. Mathematics & Junior Science

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Implementing the Senior Secondary Curriculum	To enhance the learning of Mathematics & Junior Science	To employ an additional teacher to provide more human resources for the Mathematics & Junior Science Panel (i) to reduce teachers' workload resulting from the preparation and implementation of the Senior Secondary curriculum (ii) to develop and conduct Mathematics enrichment classes (iii) to develop STEM programmes	Mathematics & Junior Science teachers will be better prepared for (i) the implementation and development of the Senior Secondary curriculum (ii) meeting the needs of students of diverse abilities & backgrounds (iii) promoting students' interest in the learning of Mathematics and Junior Science	From September 2018 to August 2019	Salary of a Mathematics & Junior Science teacher (0.5) for the academic year:- \$228,990	<ul style="list-style-type: none"> ➤ Mathematics & Junior Science teachers find that space and time has been created for the implementation of the Senior Secondary curriculum. ➤ The Mathematics skills of all students will be further enhanced ➤ The development of Junior Science Education & STEM will be enhanced 	<ul style="list-style-type: none"> ➤ Teachers' Feedback ➤ Assessment of performance of students 	Mathematics Panel & Junior Science Panel

Plan for the Use of the Capacity Enhancement Grant for 2018 -2019 Academic Year

II. Information Technology (IT)

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Facilitating work arising from the use of WebSAMS and eCampus	To relieve the workload of teachers	To employ an IT Assistant to assist teachers in school administrative work.	Teachers are relieved of administrative work and they are able to focus more on teaching and the preparation and implementation of the new senior secondary curriculum.	From September 2018 to August 2019	Salary of an IT Assistant for the academic year:- \$144,050	<ul style="list-style-type: none"> ➤ 5% of existing teachers' administrative work is done by the IT assistant. ➤ More effective use of eCampus for electronic communication in school ➤ More electronic resources and documents are prepared by the IT assistant ➤ The use of WebSAMS for handling student reports and student profile will be enhanced 	➤ Teachers and students' feedback on the service provided	IT Support Services Committee & eAdministration Support Services Committee

Plan for the Use of the Capacity Enhancement Grant for the 2018 -2019 Academic Year

III. Audio Visual Services and Technical Support

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Facilitating work arising from the use of Audio Visual Equipment & e-Learning	To relieve the workload of teachers	To employ an Assistant to assist teachers in school administrative work.	Teachers are relieved of administrative work and they are able to focus more on teaching and the implementation of the new senior secondary curriculum. Teachers' capacity to develop e-Learning will be enhanced	From September 2018 to August 2019	Salary of an AV and Technical Assistant for the academic year:- \$ 211,554	<ul style="list-style-type: none"> ➤ Part of the administrative workload of the teachers in charge of AV services would be relieved by the assistant. ➤ More effective use of the AV equipment in the school for school functions and programmes. ➤ The development of e-Learning will be given more support. 	➤ Teachers and students' feedback on the service provided	AV Equipment Committee; School Building & IT Support Services Committee

Plan for the Use of the Learning Support Grant for 2018-2019 Academic Year

Helping Students with Learning Difficulties

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Providing services and support to students with SEN/ learning difficulties.	<p>To offer support to students with SEN/ learning difficulties and help them make progress in their learning and meet their developmental needs.</p> <p>To nurture an inclusive culture among different members of the school.</p>	<ul style="list-style-type: none"> ➤ To hire a programme worker to provide support to the SEN students and/or school personnel offering support to them in examination invigilation, programmes, study groups, etc. ➤ To hire tutors to conduct sessions after school or during study periods for students with learning difficulties/ special educational needs. ➤ To subscribe to professional services provided by the Educational Psychologists, Clinical Psychologists and/or Speech Therapists (if needed). ➤ To run school-based programmes on catering for student diversity at the case level or subject panel level. ➤ To organize programmes on understanding and respecting individual differences so as to promote mutual acceptance among students at the form/ school level. ➤ To conduct school-based training workshops for teachers and parents. ➤ To purchase reference materials to equip teachers with skills in handling students with special education needs/ learning difficulties and to promote an inclusive culture. ➤ To purchase educational tools (e.g. teaching packages, computer software, mobile apps) to enhance the learning effectiveness of students with diverse learning needs. 	<p>(i) Students with SEN/ learning difficulties will make progress in their learning and show improvement in their social skills and behaviour.</p> <p>(ii) An inclusive culture in the school will be nurtured.</p> <p>(iii) Teachers and parents will receive support from the programmes offered.</p>	From September 2018 to August 2019	<p>Salary of a Programme Worker:- \$206,015</p> <p>Payment for Services of Tutors & Educational Psychologist, Clinical Psychologists and/or Speech Therapists; Expenses on programmes, workshops & Reference materials:- \$49,952</p>	<ul style="list-style-type: none"> ➤ Students with SEN/ learning difficulties show improvement in their attitude towards learning and make progress in their studies. ➤ Students with SEN/ learning difficulties are motivated to take part in learning activities in class. ➤ Students with SEN/ learning difficulties have a better relationship with teachers and other students. 	<ul style="list-style-type: none"> ➤ Feedback from students, parents, tutors, EP/CP/ST and teachers concerned (collected in regular meetings, face-to-face/ telephone interviews & evaluation forms) 	SEN & Gifted Education Committee

Plan for the Use of Funding for Enhancement of Chinese Learning and Teaching for Non-Chinese Speaking Students for 2018-2019 Academic Year

Chinese Language

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementa- tion Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Providing extra support for NCS students to ensure that all NCS students have equal opportunities in learning Chinese on a par with their Chinese-speaking counterparts, and to create an inclusive learning environment in schools	To help NCS students overcome the difficulties of learning Chinese as a second language. To enhance NCS students' competency in Chinese Language	To employ additional teachers to provide more human resources for the Chinese Language Panel so that manpower can be allocated to (i) implement the Chinese Language Curriculum Second Language Learning Framework; (ii) adapt the Chinese Language Curriculum according to individual needs of the NCS students.	The Chinese Language competency of the NCS students will be enhanced and some can even be on par with their Chinese speaking peers. An inclusive learning environment in school will be nurtured	From September 2018 to August 2019	Salary of two Chinese Language teachers for the academic year:- \$920,520	➤ Chinese Language teachers find that space and time has been created for the implementation of the Chinese Language Curriculum Second Language Learning Framework for NCS students ➤ Non-Chinese Speaking students show improvement in their command of the Chinese Language	➤ Teachers' Feedback ➤ Assessment of the performance of students in tests, examinations, coursework ➤ NCS students' results in regular Chinese Exams and alternative Chinese Exams e.g. IGCSE, GCE etc.	Chinese Language Panel

Plan for the Use of the Careers & Life Planning Grant for 2018-2019 Academic Year

Careers & Life-planning

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Providing guidance and support to facilitate students' careers and life planning	<p>To help students develop a sense of responsibility</p> <p>To help students understand themselves and develop their talents</p> <p>To help students identify their career goals & formulate career plans</p> <p>To provide appropriate guidance on choices for further education for students of different abilities</p> <p>To help students with their admission applications by providing guidance & supporting documents</p>	<ul style="list-style-type: none"> ➤ To help students develop a responsible attitude through closer supervision - set & enforce internal deadlines ➤ To organize activities facilitating self-assessment of interests, abilities & achievements ➤ To arrange programmes to help students build a positive self-image ➤ To arrange/ encourage students to join talent development programmes organised by school or external organisations ➤ To adopt career development tools ➤ To arrange programmes on life planning skills, e.g. goal setting & portfolio building ➤ To help students build a portfolio of their achievements ➤ To disseminate career-related information ➤ To organise talks on the writing of CVs & personal statements 	The administrative work related to Careers & Life-planning will be conducted more effectively.	From September 2018 to August 2019	<p>Salary of a Careers Administrative Assistant for the academic year:- \$211,554</p> <p>Salary of 2 Careers teachers (0.5+0.3) for the academic year:- \$404,458</p> <p>Support from members of the Careers Committee</p>	<ul style="list-style-type: none"> ➤ The majority of students participate in programmes they have signed up for. ➤ The majority of students behave properly at talks or external programmes. ➤ The majority of students observe the internal deadlines. ➤ The majority of students find the activities useful in reflecting their interests. ➤ The majority of students are able to relate to & use the self-assessment outcomes to build self-confidence. ➤ The majority of students set their year goal and keep a portfolio of their achievements. ➤ Most of the participants find the talent development programmes useful. ➤ The majority of students find the career development tools helpful. 	Feedback collected from students, parents and teachers on the services provided and the effectiveness of the programmes	Curriculum & Academic Affairs Team, Student Support & Pastoral Care Team & Careers Committee

<p>Providing guidance and support with university admissions and course selection</p>	<p>To provide more human resources to the Careers Committee so that the workload of Careers teachers will be reduced. Manpower can be allocated the implementation of the Careers & Life Planning programmes.</p>	<ul style="list-style-type: none"> ➤ To organise workshops on university admission interviews ➤ To arrange sharing sessions on overseas applications for students/parents ➤ To provide individual consultation services to parents ➤ To arrange work placement/ experience opportunities ➤ To improve the processing of applications for careers-related documents 	<p>Students will be able to identify their interests, abilities & achievements and make better plans for their future.</p>		<p>Support from members of the teaching staff</p> <p>Support from external organisations</p> <p>Support from the alumnae</p>	<ul style="list-style-type: none"> ➤ The majority of students make career plans, especially at F.3 & F.6 level. ➤ The majority of students show improvement in their personal statements. ➤ The majority of students find the workshops and sharing sessions useful. ➤ There is a positive response from parents to individual consultation services ➤ Most of the participants understand the world of work better through internships. ➤ Format & content of the careers-related documents are much improved & the processing procedures more efficient. 		
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Plan for the Use of the Diversity Learning Grant for the Tenth Cohort of Senior Secondary Students from 2018/19 to 2020/21

Other Programmes: Network Programme and Gifted Education Programme

DLG funded programme(s)	Strategies & benefits anticipated	Name of programme(s) / course(s) and provider(s)	Duration of the programme / course	Target students	Estimated no. of students involved in each school year			Evaluation of student learning / success indicators	Teacher-in-charge
					18/19	19/20	20/21		
Other Programmes (<i>Network Programme</i>)	In view of the small number of students opting for music, this network programme with Diocesan Boys' School, Diocesan Girls' School and La Salle College can help to cater for students' diverse needs, interests and abilities.	Music network programme: The Institute of Hong Kong Senior Secondary School Music Education will be hired to provide courses on the SENIOR SECONDARY Music curriculum.	3 years	S4-S6 students of this cohort	1	1	1	<ul style="list-style-type: none"> - Student is expected to achieve an attendance rate of over 80%. - Student performs satisfactorily in the continuous assessment as well as in the HKDSE examination. 	Music teachers of Diocesan Boys' School, Diocesan Girls' School, La Salle College and Maryknoll Convent School.
Other Programmes (<i>Gifted Education Programme</i>)	To equip students with debating skills on constructing, analyzing and critiquing arguments, critical thinking and communication in English	Training course for selected debaters (English) Experienced debaters to be hired.	8 months	S4-S6 gifted students in the debating team	10	10	10	<ul style="list-style-type: none"> - Students will improve their skills in debate (evaluation through observation). - Team members will participate actively in both internal and external debates. 	Moderators of English Debating Team

	To provide intensive after-school training that enhances students' debating and public speaking skills in Chinese	Training course for selected debaters (Chinese) Experienced debaters to be hired.	6 months	S4-S6 gifted students in the debating team	10	10	10	<ul style="list-style-type: none"> - Students will improve their skills in debating and public speaking (evaluation through observation). - Team members will participate actively in both internal and external debates. 	Moderators of Chinese Debating Team
	To organize classes after school that equip students with higher-order thinking skills in solving challenging mathematical problems	Mathematics Olympiad group: The enhancement programme is offered by Mathematical Corporation (HK) Limited.	3 months	S4-S5 gifted students in Mathematics	18	18	---	<ul style="list-style-type: none"> - Students are expected to achieve an attendance rate of over 80%. - Students' performance in Mathematics Olympiad is satisfactory. 	Moderators of Mathematics Team
	To organize classes after school that enrich students with problem-solving skills and extend students' learning capacity in physics	Physics Olympiad group: The enhancement programme is offered by Mathematical Corporation (HK) Limited.	5 months	S4 gifted students in Physics	15	---	---	<ul style="list-style-type: none"> - Students are expected to achieve an attendance rate of over 80%. - Students' performance in Physics Olympiad is satisfactory. 	Teachers of Physics Olympiad group

Plan for the Use of the Reading Grant for 2018-2019 Academic Year

Promotion of Reading

The major objectives for Promotion of Reading:			
<i>1. To foster a stronger reading culture in the library and the school; 2. To facilitate cross-curricular/collaborative teaching and learning; 3. To encourage students to learn how to learn; 4. To promote reading for pleasure; 5. To help students and teachers become lifelong readers</i>			
	Item		Estimated Expenses (\$)
1.	Purchase of Books & DVDs	<ul style="list-style-type: none"> a. Printed books b. e-Books c. DVDs 	53,000
2.	Reading Activities	<ul style="list-style-type: none"> a. Hiring writers and professional storytellers to conduct talks b. Hiring of service from external service providers to organise reading-related activities c. Paying the application fees for reading-related activities and competitions d. Subsidising students for their participation in and application for reading related activities in and out of Hong Kong e. Paying the expenses for in-school activities such as Reading Carnival, World Book Day programmes, Book Talks by Reading Ambassadors, Displays on Book Recommendations 	13,000
3.	Subscription to newspapers and magazines	<ul style="list-style-type: none"> a. English & Chinese newspapers b. News Magazines and periodicals 	6,000

				<u>Budget for the Year (1st September 2018 - 31st August 2019)</u>	
				Income (\$)	Expenditure (\$)
Opening Balance	Government Funds - EOEBG (Baseline + School Specific Grants)			463,256.43	
	Government Funds - Outside EOEBG			1,943,665.23	
	School Funds			3,969,166.37	
				6,376,088.03	
I	Government Funds				
(1) - 1	EOEBG		B/F	<i>463,256.43</i>	
	(a)	Baseline			
		School and Class Grant		891,632.16	984,000.00
		Lift Maintenance Grant		96,550.87	78,480.00
		Administration Grant for Additional Clerical Assisstant		190,283.65	228,360.00
		Supplementary Grant for School-based Management		230,556.47	348,040.00
		Composite Furniture and Equipment Grant		575,400.67	888,070.00
		Programme Funds for Implementation of Whole School		9,256.39	21,350.00
		Approach to Guidance & Discipline Grant			
		Consolidated Subject Grant		198,684.67	300,435.00
				2,192,364.88	2,848,735.00
		Surplus / (Deficit) for the year	Sub-total		(656,370.12)
	(b)	School Specific Grants	B/F	-	
		Capacity Enhancement Grant		613,766.00	594,594.00
		Composite Information Technology Grant		448,459.00	391,971.00
		Administration Grant		4,507,038.00	4,502,703.00
		Provision of Air Conditioning Grant		650,095.00	400,000.00
				6,219,358.00	5,889,268.00
		Surplus / (Deficit) for the year	Sub-total		330,090.00
EOEBG		Surplus/(Deficit) as at 31.08.2019			136,976.31

(1) - 2	Funds Outside EOEBG	B/F		
	# Career and Life Planning Grant	56,256.22	609,900.00	616,011.60
	# Enhanced Chinese Learning	598,510.50	800,000.00	957,320.00
	# IT Staffing Support Grant	300,000.00	300,000.00	342,310.50
	# Learning Support	23,170.06	229,152.00	252,322.00
	# Senior Sec Curriculum Support Grant	208,382.57	914,850.00	1,103,880.00
	# Teacher Relief Grant	406,766.40	210,297.44	300,000.00
	% Diversity Learning	39,081.90	105,000.00	105,000.00
	% Extra Recurrent Grant under ITE4	15,318.60	84,940.00	35,850.00
	% HK Jockey Club Life-wide Learning Fund	-	14,490.00	14,490.00
	% One-off Promotion of Ch Hist & Culture	120,778.00	-	60,000.00
	% One-off Promotion of Stem Edu-Aid	100,166.98	-	96,300.00
	% One-off IT e-Learning Grant	75,234.00	-	75,234.00
	% Promotion of Reading Grant	-	70,000.00	70,000.00
	* Home-School Co-operation Project	-	15,474.00	15,474.00
	* Employer's Contribution to PF/MPF Scheme	-	589,983.57	589,983.57
	* HK School Drama Festival	-	3,250.00	3,250.00
	* Salaries Grant - Supply Staff	-	110,077.00	110,077.00
	* Salaries Grant - Teaching Staff	-	49,783,331.60	49,783,331.60
	* Salaries Grant - Teaching Supporting Staff	-	1,731,831.15	1,731,831.15
	* Teacher Training Grant - SEN	-	24,930.00	24,930.00
	<i>#Staffing related %Specific Purposes *Even Exchange</i>	1,943,665.23	55,597,506.76	56,287,595.42
	Outside EOEBG Surplus / (Deficit) as at 31.08.2019	Sub-total		1,253,576.57

II	School Funds (General Funds)	B/F	3,969,166.37	
(1)	Tong Fai		2,802,000.00	3,234,754.00
(2)	Approved collection for specific purposes account		289,540.00	480,000.00
(3)	Donations		-	-
(4)	Profit on Sales of Exercise Books		10,000.00	-
(5)	Tuckshop Rent		200,000.00	-
(6)	Others - Printing Collection		-	-
(7)	Educational Trust Funds		486,855.00	486,855.00
			3,788,395.00	4,201,609.00
Sch Funds	Surplus / (Deficit) as at 31.08.2019	Sub-total		3,555,952.37
	Total surplus / (deficit) for school year			4,946,505.25
	Estimated as at 31.8.2019			
	1) Government Funds - EOEBG			136,976.31
	Government Funds - Outside EOEBG			1,253,576.57
	2) School Funds			3,555,952.37
				4,946,505.25