



**W F Joseph Lee Primary School**

**Annual School Plan  
2012-2013**



# W F Joseph Lee Primary School

## *Our Ideal*

*“Students are life-long, life-wide Learners”*

We want to see our students as young people who cherish and enjoy learning and want to perform to the best of their abilities in whatever they do. We want our students to undergo a comprehensive and cohesive system of primary and secondary education and develop into persons who are confident, innovative, resourceful and brave in facing their responsibilities in life and in society. We believe that these are persons who are biliterate and trilingual; possess the skills necessary for tackling daily problems in logic and with compassion; attuned to their surroundings; civic-minded and tolerant; appreciative and open-minded and are life-long learners.

## *Our Vision*

*“The school is an Exemplary Learning Organisation wherein every member achieves one’s best”*

Our students as beacons of light

Our teachers and staff as exemplary mentors and role models

Our school as a learning institution for all

## *Our Mission*

We pledge to provide our students with learning opportunities to lay a sound foundation in developing their multiplicity of capabilities so that they are intellectually individual thinkers.

We pledge to develop students to their fullest potential in all areas: physical, moral, intellectual, psychological and aesthetics.

We pledge to develop students into responsible future members of society worthy of respect.

# **W F Joseph Lee Primary School**

## **Annual School Plan 2012-2013**

### Major Concerns:

1. Enhance Learning & Teaching Effectiveness
2. Reinforce School Ethos (Moral, Civic & National Education)
3. Enhance External Communication & Network

Major Concern 1: Enhance Learning & Teaching Effectiveness

Objectives	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<p>1. Professional Development of Teachers</p>	<p>a. Professional development workshops for teachers to enhance capability in developing students' high order thinking skills. (e.g. workshops on Gifted Education, Literary and Poetry teaching for English teachers; Model Method for Math teachers, etc)</p> <p>b. Team planning and subject sharing sessions are arranged weekly in teachers' timetable to enhance communication and sharing of teaching strategies among teachers.</p> <p>c. Chinese, English and GS teachers join the EDB scheme on enhancing the teaching effectiveness. Specialist from EDB, teachers from different schools will share their valuable experience with our teachers. Our teachers will also co-plan with the teachers in the Gifted Education Network Scheme.</p> <p>d. Subject panels will design the sharing focus (theme-based topic) with teachers in subject meetings once a month.(e.g. how teachers apply CLD in lessons, explore and present the useful teaching resources which can facilitate the teaching of topics in certain category, more guidance on the procedures of team planning will be introduced.)</p> <p>e. Lesson observations by consultant and team members will be arranged regularly in order to enhance teaching effectiveness.</p>	<p>- Above 80% of teachers agree Team planning and subject meeting can enhance their teaching effectiveness</p> <p>- Above 75% of teachers agree lesson observations can reinforce their teaching effectiveness</p> <p>- 100% teachers participate at least 5 times in professional development workshops</p>	<p>- Feedback from teachers</p> <p>- Records of peer observation</p> <p>- Evaluation after lesson observation</p> <p>- Records of Staff Development Days</p> <p>- Record of training or courses outside school</p>	<p>Whole year</p>	<p>Principal, EDB Consultants, GS/SCI &amp; Eng Consultant, All teachers</p>	

<p>2. Develop school-based Moral Civic and National Education Curriculum</p>	<p>a. To enhance the school ethos, the Fireflies Scheme is designed for all students based on the Moral and National Education Curriculum Guidelines. This Scheme includes Assemblies (螢聚), House League and Buddy System (螢社), Moral lessons (螢亮課) and Sharing with Appreciation (螢光共享). In order to cultivate students' positive values and attitudes through a continuous and systematic learning experience, each student will receive a Student Log Book that includes different tasks.</p> <p>b. Teachers design 4 different themes in 4 different weeks within the same month to enhance students' understanding of their roles, responsibilities, rights and obligations in 4 different aspects: (1) personal &amp; family, (2) society, (3) country and (4) the World.</p> <p>c. Teachers infuse moral values through discussion of current affairs or subject topics in different types of special activities to enhances students' skills of independent and critical thinking from multiple perspectives.</p>	<p>- Most of the teachers agree that the scheme is effective in enhancing the school ethos.</p> <p>- Above 80% of students complete the tasks listed in the Log Book.</p> <p>- Moral values are infused in each subject</p> <p>- Teachers agree students' attitude become more positive and optimistic</p>	<p>- By observation</p> <p>-Students record their performance in the Student Log Book</p> <p>-Teachers keep check on the Fireflies Scheme</p>	<p>Whole year</p>	<p>All teachers</p>	
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<p>3. Develop students' higher order thinking skills</p>	<p>a. To enhance our teachers' teaching effectively through implementation and reinforcement of our gifted education policy. This year, teachers are required to infuse 3C, 13HOTs and model method teaching strategies systematically in their lessons.</p> <p>b. Teachers provide opportunities of open-ended discussion for students to develop the skills of independent and critical thinking. Teachers also design and implement 3C, 13HOTs and model method that are related to the tasks and worksheets in different subjects.</p>	<p>- Teachers can implement the higher order thinking skills in the students' worksheets</p>	<p>- The academic performance of students</p> <p>-Students' work</p> <p>-Feedback and discussions in year-end panel meetings of each subject.</p>	<p>Whole year</p>	<p>Consultants, All teachers</p>	
<p>4. Cater for learning differences</p>	<p>a. Chinese, English and Mathematic Remedial classes are implemented for all grades. The teacher-student ratio is relatively small in remedial classes to cater for learning difficulties of the weak students.</p> <p>b. P2 to P6 Math lessons are still split into 5 to 6 different classes according to students' abilities. To enhance students' potential, one class in each level is allocated for the high ability students.</p> <p>c. Academic exchange programme with schools in PRC and participation in external competitions can explore students' ability.(e.g. Hong Kong Budding Scientists Award, Primary Science Project Exhibition, Hong Kong Youth Science and Technology Invention Competition)</p>	<p>- The academic performance of students can improve</p> <p>- Students have opportunity to join external competitions or activities</p>	<p>- The academic performance of students</p> <p>- Students' work</p> <p>- Feedback and discussions in year-end panel meetings of each subject.</p>	<p>Whole year</p>	<p>Panel Chairs of all subjects, all teachers</p>	

<p>5. To enhance other learning experiences of students</p>	<p>a. Organise different activities for students to express their love and care to community. (e.g. voluntary and community service for P2-P6, study tour in mainland for P5 and P6.)</p> <p>b. Apply QE Fund for Art Learning Habitat and Campus TV to provide more learning activities for students to enhance their learning experiences.</p> <p>c. Create learning atmosphere through displaying Ss' works everywhere at school.(e.g. artworks)</p> <p>d. Upload good music through school intranet for students each month to nurture students' aesthetic sensitivity.</p> <p>e. Train Art, Music and PE ambassadors to promote art and healthy lifestyle at school.</p>	<p>- Students enjoy learning in different kind of activities</p>	<p>-By observation: Performance of students</p> <p>- Feedback from students</p> <p>-Feedback and discussions in year-end panel meetings of each subject</p>	<p>Whole year</p>	<p>Panel Chairs of all subjects, all teachers</p>	
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<p>6. Establish an effective administrative framework and system to support teachers' professional work</p>	<p>a. review and further refine school organisation to support teachers' professional work</p> <p>b. Additional teaching posts (5 teaching posts) for the implementation of specialised teaching to enhance teaching effectiveness</p> <p>c. Refine teachers' handbooks to provide clear guidelines and relevant information for teachers</p> <p>d. Refine Teaching Staff appraisal system through lesson observation, inspection of exercise books and a sense of commitment to work. Give feedback and help each staff to set up his/her individual professional development plan</p> <p>e. Cultivate and fortify team spirit and collaboration among all teaching and non-teaching staff. Welfare Committee organise activities, e.g. Secret Angels, Christmas Party, buffet, picnic. Provide snacks on Staff Meeting or Staff Development days</p>	<p>- Teachers are clear about their roles and responsibilities and they appreciate 'good match' of their aspirations, talents and experiences with school needs.</p>	<p>- Teachers' feedback Mid-year evaluation meetings and Year-end reports Stakeholders' survey</p>	<p>Whole school year</p>	<p>Principal VPs School Development Group (SDG) Admin Group (AG)</p>	<p>NA</p>
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Major Concern 2 : Reinforce School Ethos (Moral, Civic & National Education)

Objectives	Strategies	Success Criteria	Methods of Evaluation	Time Scale	Person(s)-in-charge	Resources Required
<p>1. Enhance students' whole-person development towards themselves, the family, the school, the society, our Nation and the World</p>	<p>a. Fireflies Scheme</p> <ul style="list-style-type: none"> <li>- The curriculum is structured as to develop students' inner self, then their family, the school and the environment around them</li> <li>- Based on the rationale of the 7 moral standards, curricula were structured to enhance whole-person development</li> <li>- Arrange a specified timeslot per week for the Fireflies Scheme (Every Monday PM session)</li> </ul>	<ul style="list-style-type: none"> <li>- More than 90% of students participate in the learning activities</li> <li>- More than 80% of students show positive attitude towards themselves, their family, the school and the environment around them, with reflections shown in the 'Fireflies Scheme Handbook'</li> </ul>	<ul style="list-style-type: none"> <li>- Participation rate</li> <li>- Data analysis on records on 'Fireflies Scheme Handbook'</li> </ul>	<p>Whole year</p>	<p>LYK, CSW, CCKI, TFT, CWL, LHY</p>	
	<p>b. House League</p> <ul style="list-style-type: none"> <li>- The school is divided into 7 houses. Students are assigned to different houses. Each teacher will take care of a group of not more than 12 students of different grade levels.</li> <li>- Meetings are arranged once a month, enhancing the caring atmosphere in groups</li> </ul>	<p>More than 90% of students participate in the activities</p>	<p>Participation rate</p>	<p>Whole year</p>	<p>CWL</p>	

	<p>c. Buddy Scheme</p> <ul style="list-style-type: none"> <li>- P1 &amp; P4 students are paired up (ie: P1 &amp; P4, P2 &amp; P5, P3 &amp; P6) for 3 years, at the end of which the elder buddy graduates. The junior buddy then, being promoted to P4, takes the role as elder buddy.</li> <li>- Buddy-up system helps P4/5/6 students to develop <u>leadership</u> skills, and P1/2/3 students to adapt with more ease and confidence during the transitional period to primary school life.</li> </ul>	<ul style="list-style-type: none"> <li>- More than 80% of students show positive attitude towards themselves, their buddies, their group members, and demonstrate it on the 'Fireflies Scheme Handbook'</li> </ul>	<ul style="list-style-type: none"> <li>- Data analysis on records on 'Fireflies Scheme Handbook'</li> </ul>	Whole year	CSW	
<p>2. Reinforce and establish a caring and healthy life habit in our school learning environment.</p>	<p>a. Morning Assembly</p> <ul style="list-style-type: none"> <li>- Subject sharing sessions by students are arranged in the morning assembly, so as to provide chances for students to present what they have learnt in lessons, and to build up their <u>confidence</u>.</li> </ul> <p>b. USSR &amp; Morning Exercise</p> <ul style="list-style-type: none"> <li>- Students develop a reading habit at 2 timeslots (morning time and after lunch daily)</li> <li>- Students take turns to lead their classmates to do morning exercise every day after the morning assembly.</li> </ul>	<ul style="list-style-type: none"> <li>- All students in the school have at least a chance to present themselves throughout the whole year</li> </ul>	<ul style="list-style-type: none"> <li>- Participation rate</li> </ul>	Whole year	CCKI	

3. Develop students' sense of responsibility toward the environment and our Nation	<p>a. Service Training</p> <ul style="list-style-type: none"> <li>- P1 Flag Selling</li> <li>- P2 Serving the Kindergarten students</li> <li>- P3 Beach Cleaning</li> <li>- P4 Serving the Mentally Retarded</li> <li>- P5 Serving Aged People</li> <li>- P6 Serving Poor People in Mainland China</li> </ul>	<ul style="list-style-type: none"> <li>- More than 90% of students in school have joined the activities</li> <li>- More than 80% of students show positive attitude towards serving others (both by teachers' observation and students' self-reflection)</li> </ul>	<ul style="list-style-type: none"> <li>- Participation rate</li> <li>- Teachers' observations on the attitude during service</li> <li>- Students' self-reflection</li> </ul>	Once a year (per grade)	CCKI	
	<p>b. Leadership Training</p> <ul style="list-style-type: none"> <li>- Develop different Leadership Teams in School</li> <li>- Develop different leader positions in class</li> <li>- Arrange regular trainings for various groups of leaders</li> <li>- Nominate students to participate in Elite Students Election</li> </ul>	<ul style="list-style-type: none"> <li>- More than 90% of the students in school are taking up leadership roles in different areas</li> <li>- More than 80% of students show positive attitude towards training (both by teachers' observation and students' self-reflection)</li> </ul>	<ul style="list-style-type: none"> <li>- Participation rate</li> <li>- Teachers' observations on the attitude during training</li> <li>- Students' self-reflection</li> </ul>	Whole year	LYK, CCKI, LWS	

4. Enhance classroom management strategies	<p>a. Develop consensus among teachers and students</p> <ul style="list-style-type: none"> <li>- Whole school discipline training</li> <li>- Monitor training</li> <li>- Prefect training</li> <li>- Class-rules setting</li> <li>- Goal Setting</li> </ul>	- 80% of students show better awareness of their behaviour in school - all records less than 10 times	<ul style="list-style-type: none"> <li>- Weekly checking of Students' Handbooks by CT</li> <li>- Bi-monthly checking of Students' Handbooks by Discipline Team</li> </ul>	Whole Year	<p>Discipline Team: LYK, CCKI</p> <p>Grade Discipline Team and CT</p>	
	<p>b. Arrange professional development workshop for teachers on classroom management and communication skills with parents</p>	- 80% of teachers develop consensus in handling discipline cases based on educating students	<ul style="list-style-type: none"> <li>- Record of PD workshops</li> <li>- Evaluation forms after PD</li> </ul>	2 times a year	LYK	
5. Communicate with parents to enhance the building of good learning habits	<p>a. Develop systems to enhance class teachers' communication with parents on records of 'late homework', 'tardiness', 'mis-behaviour'...</p> <p>b. Develop system to enhance Grade discipline teachers to follow-up cases and conduct timely communications with parents.</p> <p>c. Send timely reports to parents on the progress of students' effort in learning habits.</p>	- 80% of students show better awareness of their learning habits - all records less than 10 times	<ul style="list-style-type: none"> <li>- Weekly checking of Students' Handbooks by CT</li> <li>- Bi-monthly checking of Students' Handbooks by Discipline Team</li> </ul>	Whole Year	<p>Discipline Team: LYK, CCKI</p> <p>Grade Discipline Team and CT</p>	

6. Cater for learner diversity to meet students' learning needs	a. Arrange assessment accommodations for SEN students	- More than 90% of SEN students are satisfied with the assessment accommodation practices implemented	- Review arrangement with parents	2 times a year	NSY	
	b. Arrange professional development workshops for teachers on strategies in handling the SEN students	- 80% of teachers develop the strategies required in handling SEN cases based on educating students	- Evaluation forms after PD	2 times a year	LYK, NSY	
	c. Run support groups for students and parents with SPLD, ADHD, hearing impairment and speech problems	- 90% attendance rate - 80% of the participants review that they benefit from the support groups	- Attendance rate - Evaluation forms	Sept to Jan	NSY, SGT, SGP	
	d. Run UAP for P4 to P6 students with emotional and social needs	90% attendance rate 80% of the participants review that they benefit from the support groups	- Attendance rate - Evaluation forms	Whole year	NSY, SGT	

7. Provide guidance and support for all students, especially for P1 and P6 students	a. Whole-school Approach Student Guidance Programme - Run by Social Worker from PLK (details see attachment)	(details see attachment)	(details see attachment)	Whole year	Social worker	
	b. P1 Orientation supports - P1 Orientation Week - P1 Parent Orientation Meeting - Buddy Scheme	- 90% of P1 students can fit in Primary school life well - 90% of students can complete all activities in the Buddy Scheme	- Teachers' observations - Evaluate Buddy Scheme Record Booklet	Sept to Nov	NSY	
	c. P6 Promotion to F1 accommodation supports - Distribute pamphlets of Secondary schools to P6 students - Arrange parent meetings for P6 in selection of secondary schools - Invite old boys to share secondary school life - Launch an interview workshop to equip students with the interview skills	- 90% of students participate in the activities arranged - 90% of parents participate in the activities arranged	- Participation rate	Whole year	NSY	

8. Provide a safety and better environment for our students	<p>a. Develop a series of precaution measures to provide a better school environment for our students:</p> <ul style="list-style-type: none"> <li>- Arrange Talk by the Police Force to enhance students' anti-crime attitude</li> <li>- Consult Police Force on school safety issues</li> </ul>	- More than 90% of students in school join the talk.	- Participation rate	-Sept 2012  -Whole year	LYK	
	<p>b. Enhance safety awareness among students:</p> <ul style="list-style-type: none"> <li>- Cooperate with the Fire Services Department on Fire Drill in School</li> <li>- Arrange Talk by the Fire Services Department to equip students with the strategies on prevention of fire and how to react when there is a fire</li> </ul>	<ul style="list-style-type: none"> <li>- All students and staff participate in the Fire drill efficiently.</li> <li>- More than 90% of students join the talk.</li> </ul>	<ul style="list-style-type: none"> <li>- Record on the performance in Fire Drill</li> <li>- Participation rate</li> </ul>	Oct 2012	CCKI	
	<p>c. Arrange various student affairs to foster a better school life for students</p> <ul style="list-style-type: none"> <li>- School Uniform Order</li> <li>- Lunch Order</li> <li>- School Bus Services</li> <li>- Photo taking Services</li> <li>- Health Care Talk</li> </ul>	- 80% of students show satisfactory with the service provided by service providers.	- Questionnaire	Whole year	LWS	

Major Concern 3.: Enhance External Communication & Network

Objectives	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To enhance the <u>communication with the stakeholders</u>	a. A briefing seminar on the overview of school based curriculum was held at the beginning of the school term. Through the presentation of principal, vice principals and subject panels, parents grasp an understanding of the characteristics of the curriculum. b. Make use of the school homepage and newsletters to enhance communication with stakeholders and community. c. Invite parents to attend school activities. (e.g. acting corner, music contest.)	- Above 75% of parents satisfied with the talk.	- Feedback from parents through questionnaires - Feedback from teachers	Whole year	All teachers	
2. Publication of school <u>newsletter</u> quarterly	a. Introduce a systematic way in collecting photos and information for school news b. Recruit and establish a team with expertise in producing school news c. Publish school news quarterly this year	-School news published in Nov, March and June successfully	-Review contents and presentations in staff meetings	Whole year	External affairs	IT support
3. Re-arrange the system and presentation of <u>school website</u> and display boards	a. Rearrange and improve the format of school website b. Establish a system to check and make sure all the information in the website is up-to-date. c. Evenly distribute all the display work to different groups and subject panel d. Remind teachers to update information regularly	-Information in the website updated regularly -Information of each group and subject presented more systematically	-Check the website regularly	Oct,12  End of 1 <sup>st</sup> term	TCY	IT support



<p>4. <u>School to community</u> Widen students' horizon in the community. (Encourage students' participation in community activities)</p>	<p>a. Arrange student to serve others in our community (e.g. musical performances at shopping malls and elderly centres). b. Organise Art Exhibition in Central Library to showcase students' outstanding artworks and publish Visual Arts Booklet. c. Carry out excursions or visits to community resources.(e.g. public library, book fairs, art exhibitions) d. Recommend students to participate in general studies and science related courses organised by secondary schools, tertiary institutions and social institutes.</p>	<p>- Above 75% of students enjoy the activities - Student attendance above 80% in whole class</p>	<p>- Feedback from SS and TT through questionnaires - Students record their attendance in the Fireflies Scheme.</p>	<p>Whole year</p>	<p>All teachers</p>	
<p>5. Establish a strong and supportive network among parents</p>	<p>a. assist and ensure a smooth election of PTA committee and Parent Manager b. recruit and establish a strong and supportive parent volunteers c. organise appropriate talks to promote Parent Education</p>	<p>- Parent helpers can give support to different school activities - 2 to 3 talks for parents held during the school year</p>	<p>-Evaluate effectiveness of parent helpers in PTA meeting -Collect information from teachers</p>	<p>School first term</p>	<p>PTA teacher members</p>	
<p>6. Build graduates' network and establish 1<sup>st</sup> School Alumni Association</p>	<p>a. organise a School Graduates' Day in December each year to promote a sense of belonging in our graduates b. establish the first School Alumni Association</p>	<p>- A social gathering for alumni held in Dec -The 1<sup>st</sup> School Alumni Association established by the end of the school year</p>	<p>-a committee will be set up to handle the affairs concerning the establishment of Alumni Association</p>	<p>Whole year</p>	<p>External affairs</p>	

7. Provide supportive and caring learning environment	Building of New Annex	<ul style="list-style-type: none"> <li>-Stakeholders support the proposal of the building of the new annex.</li> <li>-The progress started in scheduled time period</li> </ul>	<ul style="list-style-type: none"> <li>- Stakeholders' survey</li> <li>- Whole year evaluation meetings and Year-end reports</li> </ul>	2012-2015	New Annex Committee	
8. School Improvement Projects (maintain and upgrade existing facilities)	<ul style="list-style-type: none"> <li>a. Replacement of the 30 classroom blackboards</li> <li>b. Install cabinet for storage of teaching aids in 30 classrooms</li> <li>c. Add notice boards and renew display wires</li> <li>d. To establish an "Art Gallery" by renovation of special rooms, hallway and podium on 3/F</li> </ul>	<ul style="list-style-type: none"> <li>- Replacement and renovation established</li> </ul>	<ul style="list-style-type: none"> <li>- Mid-year evaluation meetings and Year-end reports</li> <li>- Teachers' feedback</li> </ul>	Whole school year	Dr Tang, LKH, TKW, LYH, LMW, LKY	

**Budget - Income & Expenditure 2012-2013****Appendix 1**

<u>Income</u>	<u>\$</u>	<u>Expenditure</u>	<u>\$</u>
Tuition Fee	9,864,000	Salaries & Benefit	
DSS Grant	30,162,050	Teaching Staff	26,600,000
Refund of rates from Gov't	221,100	Non-teaching Staff	3,000,000
CEG	686,382	MPF	
Rental income (Tuck Shop)	11,000	Teaching Staff	1,330,000
Interest Income	750,000	Non-teaching Staff	150,000
Application Fee	8,500	Fringe Benefit	600,000
Other Income	51,478		
	<u>41,754,510</u>		<u>31,680,000</u>
		<u>Operating Expenses</u>	
Less : Scholarship / remission	986,400	Advertisement	10,000
		Audit Fee	22,000
<b>Total Income</b>	<b><u>40,768,110</u></b>	Bank charges	6,500
		Books for Students	100,000
		Celebration & Reception	10,000
		Cleaning Material	90,000
		Consumables Store	85,000
		Curriculum Development	500,000
		Extra-curriculum activity	900,000
		First Aid Material	5,000
		Fuel, Light & Power	515,000
		Insurance	250,000
		Newspaper & Magazines	50,000
		Postage & Stamp duties	2,500
		Printing & Stationery	210,000
		Repairs & maintenance	800,000
		Prizes	10,000
		Teaching Material	100,000
		Telephone & Fax	15,000
		Travelling & Transport	30,000
		Water Charge	70,000
		Weather & Flower-Baskets	5,000
		UAP	200,000
		Student Guidance Services	400,000
		Psychologist Services	200,000
			<u>4,586,000</u>
		<u>Other Operating Expenses</u>	
		CEG Expenses	686,769
		Computer Resources	200,000
		Depreciation	1,400,000
		Internet charges	60,000
		IT Support Services	130,000
		Rates	221,100
		Security Guard Fee	400,000
		Sundry expenses	25,000
		Staff Training	50,000
		Staff Gathering (Re Donation)	30,000
		Other	15,000
		Fee Remission for staff child	40,000
			<u>3,257,869</u>
		<b>Total expenditure</b>	<u>39,523,869</u>
			<b><u>1,244,241</u></b>

**Plan on Use of Capacity Enhancement Grant (CEG)**

Means by which teachers have been consulted: via staff meetings

No. of operating classes: 30      CEG total amount: \$686,382      Total expenditure: \$686,769

Areas of concern	Strategies	Benefits Anticipated	Time scale	Resources required	Success Criteria	Methods of Evaluation	Person Responsible
Raising teaching effectiveness	To employ 2 additional English teachers in support of the English language curriculum	English teachers can have more free periods for co-planning and looking after the needs of individual students	From Sept 2012 onward for 1 year	Total: \$671,769	1. Regular meetings can be held for lesson preparation 2. Students' individual needs can be well catered for	1. Lesson observation 2. Evaluation report on student performance in English learning	1. Principal 2. English Language Curriculum Development Consultant
Cultivating students' multiple-intelligences	To employ outside experts to run co-curricular activities within school hours	More time for teachers' meetings and better teaching quality		Total: \$15,000	1. More common free periods for teachers to co-plan and prepare teaching materials 2. Better learning performance	1. Feedback from teachers 2. Evaluation report on student performance in PRP	1. Principal 2. Teacher-in-charge of 'Potential Realization Programme' (PRP)