

Plan on the Use of Teacher Relief Grant (TRG) 2016-2017

Teacher Relief Grant (TRG): \$1,613,760 (2016/17) -- Frozen two SGM posts

Objective: To relieve teachers' workload so that teachers will have enhanced capacity to concentrate on the critical tasks in the education reform

Name of School: Yuen Long Merchants Association Secondary School

Means by which teachers have been consulted: Staff meeting/ Department meetings

No. of operating classes: 30

Task Area	Major areas of concern	Implementation Plan	Benefits Anticipated	Duration	Resources required	Performance Indicators	Assessment Mechanism	Persons In-charge
Curriculum development (ICT and Mathematics)	To assist teachers and the ICT/Mathematics panel in the preparation of teaching materials and logistics work in the organization of learning-related programmes and activities	To employ two ICT/Mathematics teachers to 1) Create space for ICT teacher to prepare for the NSSC. 2) To develop teaching materials for ICT and Mathematics	All ICT and Mathematics teachers' workload can be alleviated in the following ways: 1) Be specialized in the teaching of the ICT/Mathematics Subject. 2) Have more room for individual career counselling.	From September 2016 to August 2017 – 12 months initially and to be extended if situation warrants	Monthly salary of the two ICT/Mathematics for the period $\$34,085 \times 1.05 \times 12 \times 2 = \underline{\$858,942}$	<ul style="list-style-type: none"> ● Increased amount of quality learning/teaching materials tailored to students' need ● Increased space created for teachers 	1) Performance appraisal on teaching assistant 2) Feedback from teachers, students on the performance of the teachers. 3) Development of teaching materials for the ICT/Mathematics.	Mr. YAU Chi-leung
Curriculum development (Liberal Studies)	To assist teachers and the LS panel in the preparation of teaching materials for the teaching of	To employ 1 contract teaching assistant in: 1) developing teaching	1) To help share the workload of LS teachers 2) To help develop	From September 2016 to August 2017	Monthly salary of the full time teaching assistant for the period	● Percentage of teachers whose workload will be	1) Performance appraisal on the full time teaching assistant	Mr. YAU Chi-leung

	<p>LS and logistics work in the organization of learning-related programmes and activities</p>	<p>materials, exercises, etc. 2) conducting out-of-school activities, field trips, after-school tutorials, etc. 3) performing non-teaching duties, e.g. logistics, data entry and analysis, etc. 4) developing a resource bank for NSS Liberal Studies</p>	<p>resource bank for NSS Liberal Studies</p>	<p>initially and to be extended if situation warrants</p>	<p>$\\$15,000 \times 1.05 \times 12$ MONTHS = <u>\\$151,200</u></p>	<p>relieved</p> <ul style="list-style-type: none"> ● Increased amount of quality learning /teaching materials tailored to students' needs ● Increased amount of resources in the resource bank 	<p>2) Development of teaching materials for Liberal Studies 3) Feedback from teachers on the performance of the teaching-assistant</p>	
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