

HKMA David Li Kwok Po College
Incorporated Management Committee 2023/24
Annual Plan on Sister School Exchanges - 2023/24 Academic Year

Name of the Mainland Sister School (1): Huiyang No.1 Middle School (惠陽區第一中學)

Please state the name and preliminary idea of planned exchange activities together with the methods of monitoring and evaluating the effectiveness of these activities.

Item No.	Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring/Evaluation	Estimated Expenditure
1.	<p>Equipment for video conferencing to provide online collaboration with the sister school including teachers' professional exchange and student activities</p> <p>DLKP teachers will meet the teachers and students of the sister school online to explore and develop collaboration between two schools.</p>	<ul style="list-style-type: none"> • To allow DLKP teachers to discuss and explore opportunities for collaboration or professional exchange with the sister school. • To conduct teachers' professional exchange and student activities. 	<ul style="list-style-type: none"> • Budget control, Reflections, reports and presentations after the meeting will be used as tools of evaluation 	<p>Around \$108,000</p> <ul style="list-style-type: none"> • Interactive TV/ Computer/Notebook/iPad, Screen, Cameras and Mic System
2.	<p>DLKP teachers' visit to the sister school</p> <p>Around 10 staff members will visit the sister school for 1 day to have some professional exchange activities with the teachers there.</p>	<ul style="list-style-type: none"> • To allow DLKP teachers to have some professional exchange students with the teachers at the sister school. 	<ul style="list-style-type: none"> • Budget control, Reflections, reports, and presentations after the meeting will be used as tools of evaluation 	<p>Around \$16,000</p> <ul style="list-style-type: none"> • High-speed Railway Fare (~\$3,300) • Local Transfer Service (~\$3,300) • Dining (~\$4,000) • Conference

Item No.	Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring/Evaluation	Estimated Expenditure
				Room (~\$4,400) <ul style="list-style-type: none"> • Visa (~\$500) • Misc (~\$500)
3.	<p>Online author’s sharing programme for students of both schools</p> <p>An author will be invited to come to the College and conduct sharing on writing with our students and the students of the sister school via online mode.</p>	<ul style="list-style-type: none"> • To organize a learning activity for students at both schools 	<ul style="list-style-type: none"> • Budget control, Reflections, reports and presentations after the trip will be used as tools of evaluation 	
4.	<p>DLKP students’ visit to the sister school</p> <p>Around 25 students and 4 staff members will visit the sister school for around 2 days. Participating students and teachers will attend class observations, cultural activities and excursions in the host city.</p> <p>DLKP students will interact and exchange ideas with students of the sister school on a specific theme, and they will also visit Huizhou to gain a better understanding of the development of the Greater Bay Area.</p>	<ul style="list-style-type: none"> • To help DLKP students understand Huizhou's cultural, educational, and economic development. • To immerse students in an authentic Putonghua language environment. • To provide opportunities for teachers from both schools to share experiences and exchange professional knowledge. 	<ul style="list-style-type: none"> • Budget control, Reflections, reports and presentations after the trip will be used as tools of evaluation 	Around \$89,000 <ul style="list-style-type: none"> • High-speed Railway Fare (~\$17,000) • Hotel Room Rate (~\$40,000) • Local Transfer Service (~\$8,000) • Dining (~\$15,000) • Tour Guide (~\$3,000) • Visa (~\$2,000)

Item No.	Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring/Evaluation	Estimated Expenditure
				<ul style="list-style-type: none"> Misc (~\$4,000)
4.	Tea reception for the sister school's visit to the College	<ul style="list-style-type: none"> To host students and teachers from the sister school so that they can gain a deeper understanding of DLKP. 	<ul style="list-style-type: none"> Budget control and Survey Report from the sister school 	<ul style="list-style-type: none"> Around \$5,000
5.	Employment of part-time project assistant DLKP will employ a part-time assistant to assist in the administrative work.	<ul style="list-style-type: none"> To ensure the relevant administrative work can be conducted by the project assistant smoothly 	<ul style="list-style-type: none"> Budget control, reports after each activity 	<ul style="list-style-type: none"> Around \$50,000

Remarks:

- All Exchange Rate in this Annual Plan (if applicable) is converted: CNY 1 : HKD 1.1*