

校董基礎培訓課程 2009/2010

A 組:為不熟悉教育行業及學校運作的人士舉辦 (CAP313)

Structured Basic Manager Training Programmes 2009/2010

Group A: For Participants who do not
have much Knowledge of School Education (CAP313)

本課程乃屬教育局委託，並由香港教育學院持續專業教育學院承辦

The School of Continuing and Professional Education of
The Hong Kong Institute of Education is commissioned by
the Education Bureau to provide the captioned programmes

序言

根據校本管理的原則，受資助學校在管理學校運作和資源運用方面，會更加靈活並享有更大自主權，以期促進學校為莘莘學子提供優質教育。另一方面，學校除了要增加透明度外，還要加強問責機制和引進主要持份者參予校政決策工作。

身為法團校董會成員，校董的工作可謂任重道遠、日益重要：既要帶領學校改善計劃，也要推動學生全人發展。鑑於學校在新的管治架構下，需要加入不同界別的持份者，本課程旨在協助那些不熟悉學校教育及運作的現職或擬任校董在《教育條例》新訂定之管治架構下有效地履行其職能。

Introduction

Under the principle of school-based management, aided schools are given more autonomy and greater funding flexibility to manage the operation and resources of schools to facilitate the provision of quality education. In return, schools are expected to be more transparent and accountable for their operation and key stakeholders should be involved in the decision-making process.

As members of the IMCs, school managers are playing an increasingly important role in leading and steering the school for improvement and in promoting students' all-round education. In view of the proposed changes to the school governance framework to include stakeholders of different categories, this programme is customized to help serving as well as potential school managers who are not familiar with school education and operation to function effectively under the new governance framework provided by the Education Ordinance.

課程目標

本課程的目標為：
幫助現任/ 擬任校董，更了解校本管理及學校的基本行政運作，並提供相關的訓練，讓他們出任校董時更有信心履行其職責。

課程對象

本課程是為現任或有意出任受資助中、小學校董之人士而設。此等人士應是非從事教育行業/不熟悉教育政策的，亦從未參加過類似校董培訓課程。

講者

本課程邀請著名學者、資深教育工作者、現任或前任校長作演講。

講者及嘉賓包括：

陳德恆校長、鄭志強博士、鄒秉恩校長、周耀榮校監、許俊炎校長、林日豐校長、劉文輝博士、李少鶴校長、梁健平博士、倪紹強博士、鄧薇先博士、曹啟樂校長、黃景波博士、黃炳文博士、胡少偉博士、黃仲基校長、黃詩麗校長、英汝興校長

(按英文姓氏排序)

講者將按實際情況出席不同課節，並按需要增加新講員。

上課形式

除專題演講外，每節皆有專題經驗分享，並有小組討論及匯報。

General Aim

The aims of the programmes are to enable the participants to have a better understanding of their roles and functions as school managers under the spirit of school-based management, to equip them with basic knowledge and skills essential in carrying out their responsibilities effectively as school managers within the new governance framework.

Target Participant

Programmes are designed for current and potential school managers of aided primary and secondary schools who have not attended any similar training programmes before. These participants are assumed to have not much knowledge about school education and are not familiar with school operation.

Course Tutor

Experienced academics, veteran and present/former principals will be invited as speakers / tutors.

Tutors and guests include:

Mr. Chan Tak Hang,
Dr. Cheng Chi Keung, Eric,
Mr. Chow Ping Yan, Alan,
Mr. Chow Yiu Wing,
Mr. Hui Chin Yim, Stephen,
Mr. Lam Yat Fung, James,
Dr. Lau Man Fai, Michael,
Mr. Lee Siu Hok, William,
Dr. Leung Kin Ping,
Dr. Ngai Siu Keung, George,
Dr. Tang Mei Sin,
Mr. Tso Kai Lok,
Dr. Wong King Por, Edwin,
Dr. Wong Ping Man,
Dr. Wu Siu Wai,
Mr. Wong Chung Kee, Steve,
Ms. Wong She Lai, Shirley,
Mr. Ying Yu Hing

(Sorted by alphabetical order of the surnames)

Speakers may attend different sessions according to the actual situation; new speakers may be added from time-to-time.

Mode of Teaching

Besides presentation on the selected topics, course tutors will share their experiences. Participants will be required to present after group discussions.

講授語言

以粵語為主，輔以英語。

證書頒授

學員在整個課程出席率達百分之八十或以上（即出席最少四個課節），可獲香港教育學院持續專業教育學院頒發聽講證書。

報名手續

請填妥申請表格，傳真至 2190 8544 或郵寄至九龍大角咀海輝道 8 號浪澄灣 2 樓 238 室香港教育學院持續專業教育學院謝惠恩小姐收。（信封面請註明課程編號: **CAP313**）

申請表格亦可於本學院網址 <http://www.scpe.ied.edu.hk> 下載。

Medium of Instruction

The programmes will be conducted in **Cantonese** and supplemented with English.

Award

Participants are required to attend not less than 80% of the course (i.e. not less than 4 sessions) in order to qualify for the award of the Certificate of Attendance issued by the School of Continuing and Professional Education of The Hong Kong Institute of Education.

Application Procedure

Please fax the completed application form to **Ms. Anita Tse**, School of Continuing and Professional Education, The Hong Kong Institute of Education (fax no.: 2190 8544) or mail to Rm 238, Level 2, Long Beach, 8 Hoi Fai Road, Tai Kok Tsui, Kowloon. (Please quote course code: **CAP313**).

Application form can be downloaded from our website <http://www.scpe.ied.edu.hk>

班別 Class	A1	A2	A3	A4
截止報名日期： Application Deadline:	2009 年 11 月 6 日 6 November 2009	2009 年 12 月 30 日 30 December 2009	2010 年 2 月 18 日 18 February 2010	2010 年 5 月 18 日 18 May 2010
開課日期： Commencement Date:	2009 年 11 月 14 日 14 November 2009	2010 年 1 月 7 日 7 January 2010	2010 年 2 月 27 日 27 February 2010	2010 年 5 月 26 日 26 May 2010

本課程以「先到先得」為錄取原則，額滿即止。錄取者將獲個別通知。

Participants are recruited on a first-come first-served basis. The successful applicants will receive the admission notification individually.

費用

費用全免

Course Fee

Free of Charge

查詢方法

電話: 2190 8535 (謝惠恩小姐)
2190 8675 (吳國傑先生)

學院網址:

<http://www.scpe.ied.edu.hk>

備註

倘遇惡劣天氣 (颱風或暴雨警告)，有關上課安排請參照香港教育學院持續專業教育學院網頁 (<http://www.scpe.ied.edu.hk>) 內之「惡劣天氣期間之上課及考試安排」通知。本學院將另定日期進行補課，並會個別通知受影響的學員。

上課地點

- **香港教育學院 (市區分校)**
持續專業教育學院
九龍大角咀海輝道 8 號
浪澄灣 2 樓
(近港鐵奧運站 A 出口)
- **中華基督教會香港區會**
馬禮遜紀念會所
九龍太子道西 191 號 (近港鐵太子站 B2 出口或東鐵線旺角東站 D 出口)
- **溫莎公爵社會服務大廈**
香港灣仔軒尼詩道十五號
(近港鐵金鐘站 F 出口)

Enquiry

Telephone : 2190 8535 (Ms. Anita Tse)
2190 8675 (Mr. Victor Ng)

Website :

<http://www.scpe.ied.edu.hk>

Remarks

In case of adverse weather conditions (e.g. tropical cyclones or rainstorms), please refer to the notice on the "Class/Examination Arrangements during Tropical Cyclone/Rainstorm" posted in the website of the School of Continuing and Professional Education of The Hong Kong Institute of Education (<http://www.scpe.ied.edu.hk>). Make-up class will be arranged and announced to participants in due course.

Teaching Venues

- **School of Continuing and Professional Education**
The Hong Kong Institute of Education
(Town Centre)
Level 2, Long Beach, 8 Hoi Fai Road, Taikoktsui, Kowloon, Hong Kong. (*Exit A of Olympic MTR*)
- **The Hong Kong Council of The Church of Christ**
Morrison Memorial Centre
191 Prince Edward Road West, Kowloon.
(*Exit B2 of Prince Edward MTR or Exit D of Mong Kok East MTR (East Rail) Station*)
- **Duke of Windsor Social Service Building**
15 Hennessy Road, Wanchai, Hong Kong
(*Exit F of Admiralty MTR*)