

Greenslopes State School P&C Association Strategic Plan 2018 – 2022

Scope

The 2018-2022 Strategic plan was developed by the P&C Executive Committee and adopted by the P&C Association on 13th June 2018.

Context

In June 2014, the P&C executive identified a need to have a Strategic Plan to provide long-term guidance to the activities of the P&C. An initial strategic plan for 2015-2017 was developed and approved by the P&C to guide P&C planning and resource spending. At the conclusion of the 2015-2017 plan, the P&C membership determined that future strategic planning should commence following appointment of the new executive. This will occur after the Annual General Meeting held in March of each year. From henceforth, the strategic plan will be developed following the AGM and implemented for the next financial year. The next Strategic plan will hence be evaluated following the AGM in March 2022, and implemented July 2022 for the next 4 years. This will provide ongoing governance and decision making in accordance with the current executive and position holders of the P&C.

The Strategic plan of the GSS P&C should be read in conjunction with the annual operational plan, which outlines the day to day operations of the P&C for the upcoming year, together with the proposed allocation of financial resources in accordance with the Strategic plan. The operational plan will be finalised at the commencement of the school year, prior to the AGM. Funding and financial plans shall then be taken to the AGM for approval for expenditure for the forthcoming P&C year. These annual financial decisions will include consultation with the School Principal.

In 2017, Greenslopes State School developed a Strategic Plan. The GSS P&C Strategic plan aligns with the goals and visions of the school for the next 4 years, and has been developed in consultation with the school Principal. The plan also considers the Annual School review and the opinions and feedback from the school community on what makes our school unique, valued and desired.

In 2018, Greenslopes State School has approximately 345 students enrolled in 14 classes. The school has seen and will continue to see substantial growth in enrolment numbers in the coming years. The Education department has identified Greenslopes State School as one of the inner-city schools who are at risk of

enrolment numbers exceeding physical limitations in the near future. As such, the school is currently engaged in a department funded Master Plan process. BVN architects have recently developed a significant plan for GSS and this is currently sitting with the department for further decisions. If the school advances to part B of the master planning process, some of these plans will commence implementation. If not, the school will still have this master plan process filed with the department, and all future buildings on site will need to conform with this plan. All future plans of the GSS P&C must align with this master plan process.

Constitutional Objectives and Functions

The objectives of the P&C Association are to promote the interests of, and facilitate the development and further improvement of the school by - promoting parent participation; encouraging close co-operation between parents, students and staff; and promoting positive community support.

In pursuit of these objectives, the functions of the P&C are to:

- foster community interest in educational matters
- facilitate closer co-operation between the parents, community, staff and students
- provide advice and recommendations to the Principal about
 - issues relating to persons who receive educational instruction at the school, and
 - the general operation and management of the school
- give, or assist in the giving of, financial or other resources or services for the benefit of persons who receive educational instruction at the school, and
- perform any other functions, not inconsistent with the Act, as the Minister may decide.

Structure

The Greenslopes State School P&C Association is comprised of:

Executive

- President
- Vice President
- Vice President (OSCA)
- Treasurer
- Secretary

Sub Committees

- Building Fund
- Fundraising
- Uniform Shop
- Grants
- Small Events

Co-ordinators/representatives

- Minutes secretary
- School Photos convenor
- Tennis hire convenor
- Buzz editor
- Active school travel convenor
- PCR co-ordinator
- Café Dunellan co-ordinator
- Student banking co-ordinator

Long Term Strategic Plan Goals

1. The P&C identifies the need for updated tuckshop facilities to account for the increase in service requirements.
2. The P&C identifies the need for OSCA expansion due to the increasing numbers of enrolments for before and after school placements.
3. The P&C also acknowledges the increasing space requirements of the school, and the subsequent loss of the P&C room/uniform shop. As we work with local uniform suppliers to accommodate this at present, the P&C may look to reinstate this service in the future.
4. The P&C will work within the confines of the master planning process to achieve these aims in the long term. The Building Fund Sub Committee will also consider various community involvement to assist with this process.
5. The P&C will continue to foster a strong school community, embracing culture and diversity. Support of the Spanish Working group, before school and lunch clubs, sporting/musical/food and community events, and others will facilitate this by engaging students and parents.

Business Operations

The GSS P&C runs three main businesses

1. OSCA (Outside School Hours Care Association) - employees
2. Tuckshop – employs tuckshop convenor casual
3. Uniform Shop

All P&C finances, including OSCA, are to be managed on a single balance sheet by the Treasurer and presented at monthly general meetings. The P&C employs a book keeper to assist the Treasurer, manage MYOB accounting responsibilities for all P&C accounts and for guidance to ensure transparency and accountability. The same book keeper is employed for OSCA financial management.

Current P&C accounts are

1. P&C operating account
2. P&C Building Fund
3. OSCA general account
4. P&C Liabilities Term Deposit (previously OSCA term deposit This term deposit is to account for liabilities including long service leave, and emergent building funds)

High interest-bearing accounts should be utilised where possible.

Following each AGM, a transfer of funds from the OSCA general account to the P&C general account will be made as per P&C Qld Accounting Manual guidelines. This amount is to be reviewed annually to ensure finances held in OSCA accounts are adequate. In addition, a portion of this transfer should be deposited in the P&C Liabilities account to ensure adequate coverage of increasing yearly financial liabilities (eg long service leave).

Priorities for spending

The P&C would like to acknowledge and thank the tireless volunteers who continue to come up with innovative and fun fundraising opportunities, as well as the wider school community which continues to generously support these events. The P&C has successfully contributed significant finances to the school in the past, including OSCA building, Pool heating, Robotics and IT devices, 125 Outdoor Learning Space, Air conditioning, Musical instruments and sporting equipment. We aim to continue providing financial support to the school to encourage student achievements.

While the P&C retains the flexibility to respond to a range of issues across the school, priorities for utilisation of P&C funds for the period of 2018-2022 should fall within the following four categories

- Student Welfare and Community – eg classroom air conditioning, Social and Emotional Learning, playground resources, excursions
- Academic – Resources aligned with the school's School Improvement Agenda eg Technology/reading resources
- Cultural – eg musical instruments, arts programs, community events
- Sporting – eg Active School Travel, sporting equipment/clothing

The dollar amounts will be allocated as part of the annual operational plan developed prior to the Annual General Meeting and transferred to the school following approval at the meeting. The amounts will be determined annually following a review of P&C finances and will be a percentage of funds raised that year, above necessary operational budget requirements. The P&C will consult with the Principal and determine a plan for how these monies are to be spent in the current year.

The annual Student Welfare contribution should include the following four items, and will require a direct request to the P&C utilising the P&C Request form (see attached). These items have been discussed and approved at previous P&C meetings. To alter these amounts, written notice must be provided at General Meeting agendas, and approved at the meeting by members of the P&C).

1. The P&C will financially support GSS student representation at state (or higher) sporting (or equivalent) titles upon application from the relevant staff member (through the school). This amount will be for 50% of the levy up to a maximum amount of \$100.

2. The P&C will allocate \$100/class/year level per year to assist in subsidising costs for class excursions (this allows for multi age classes). All classes are encouraged to undertake an excursion each year approved by the principal and P&C – linking to curriculum and educational components. The P&C will no longer financially support end of year celebratory excursions as of 2017.
3. The P&C will support Year 5 & 6 School camp in addition to the yearly class excursion to the amount of \$200 per class/year level per year (this allows for multi age classes). This figure may need to be reviewed in the future dependent on school growth.
4. The P&C will provide financial support for the cost of Year 6 graduation medals. This amount will be negotiated on a yearly basis, but to be limited to \$200.

Funding above and outside of the yearly planned expenditure will be considered on request. This will be financed from the P&C financial reserves. Unspent monies from the additional funding allocation can be spent according to P&C priorities at the time.

Evaluation and Review

The P&C Executive and membership should annually evaluate and review this strategic plan following the AGM in conjunction with planning the annual operational plan.

The Greenslopes State School Strategic plan is to be updated every 4 years. The next update of this plan is to take place following the AGM in March 2022.

Signed by the Greenslopes State School P&C Association Executive

President Vice President Vice President (OSCA) Treasurer Secretary

Date