



**Marshall Road State School
PARENTS & CITIZENS'
ASSOCIATION**

Operational Plan

2021



STATEMENT OF PURPOSE

Marshall Road State School (MRSS) P&C Association aims to operate in a collaborative relationship with members of the P&C, parents, teachers and school administration to benefit the school's ongoing aspirations, development and overall improvement.

The P&C is focused on assisting the school to provide the very best primary school education for our children; to provide parents with the opportunity to communicate their needs to the school; to assist the school with financial support for new educational programs and initiatives, and for full and part funding of large infrastructure projects that are not covered in the school's budget; and to operate a successful Outside School Hours Care facility, Tuckshop and Uniform Shop.

IMPROVEMENT PRIORITIES FOR 2021 (NOT in order of priority)

- Creation of a STEAM lab under B Block
- Junior Oval astro turf and amphitheatre sandstone steps and embedded slide
- Musical garden in environmental learning area
- Upgrade sound and lighting system in the PAC
- Install pool heating and upgrade change room, canteen and stands
- Apportion a percentage of OSHC annual income for future OSHC relocation project
- Sensory garden in junior playground

CERTIFICATION

This P&C Association Annual Operational Plan was developed in consultation with the school community.



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P&C President



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P&C Vice President

.....
P&C Treasurer



.....
P&C Vice President

.....
P&C Secretary

OBJECTIVE

The P&C is focused on assisting the school to provide the very best primary school education for our children, provide parents with the opportunity to communicate their needs to the school, provide the school with financial support for new educational programs and initiatives, and full and part funding of large infrastructure projects that are not covered in the school's budget, and operate a successful Outside School Hours Care (OSHC) facility and Uniform Shop.

KEY PLANNING PRIORITIES

To support its role and function, MRSS P&C will:

1. Hold regular P&C meetings (3 per semester).
2. Hold fundraising and community events throughout the year to maintain/improve school facilities and encourage community participation.
3. Ensure regular communication with the school community via the school newsletter and Facebook page
4. Apply for relevant grants.

OPERATIONAL OBJECTIVES

ADMINISTRATIVE AND FINANCIAL

To provide high quality services in the areas of finance, administrative and support services to the P&C Association and the school community:

- a. Provide oversight and management for the P&Cs financial and administrative operations.
- b. Direct the management of all P&C human resources operations and responsibilities.
- c. Supervise employees and the operation of all employee relations activities.
- d. Provide leadership and oversight of information technology services (for OSHC, Tuckshop and Uniform Shop).
- e. Direct and oversee all P&C operations, including projects, planning and maintenance of equipment that belongs to the P&C Association.
- f. Employ staff as required.
- g. Ensure reporting requirements are met.

LEADERSHIP BY P&C EXECUTIVE

To provide overall executive level leadership for the P&C Association:

- a. Provide executive leadership for all P&C operations.
- b. Promote openness and transparency in the planning of P&C activities.

c. Provide leadership and consultation opportunities for the school community and the Principal.

d. Provide support and feedback to the school Principal when requested.

e. Provide appropriate policies and documents.

GRANTS

| Strategy & Responsible Person | Outcome | Timeframe | Income |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------|----------------------------|--------|
| Stronger Communities Grant | Grants available up to \$20,000 with project completion required by Dec 31 st 2021 | Applications close 15/3/21 | |
| Other grants as they become available/Grant Committee members | Obtain additional funds for identified school projects | Ongoing | |

FUNDRAISING

| Strategy | Estimated Income | Timeframe |
|---------------------|------------------|-----------|
| Colour Run | \$21000 | Term 2 |
| Entertainment Books | \$1000 | Term 3 |
| Trivia Night | \$1200 | Term 2 |
| Mother's Day Stall | \$3000 | Term 2 |
| Father's Day Stall | \$3000 | Term 2 |
| Movie Night | \$3000 | Term 1 |
| Christmas Market | \$3000 | Term 4 |

COMMUNITY EVENTS (not fundraising)

Tea and Tissues for new Prep parents

Welcome BBQ

STEM Festival/Arts Festival

Year 6 Graduation

Music/Arts Events

YEARLY TARGETED DONATIONS TO SCHOOL

| Item | Area of school | Timeframe | Cost |
|------|---------------------------------|-------------|------------------|
| 1 | Junior Oval renovation | Term 1 2021 | \$25,000 |
| 2 | Pool heating | Term 1 2021 | \$36,000 |
| 3 | STEM Festival | Term 3 2021 | \$1500 |
| 4 | GRIP leadership program | Term 1 2021 | \$1400 |
| 5 | Parent Liaison Officer Position | 2021 | \$9500 recurring |
| 6 | Pool Maintenance | 2021 | \$7500 |

SCHOOL IDENTIFIED PROJECTS (NOT in order of priority)

Projects planned 2021:

1. Rejuvenate front garden based on student designs (school funded), term 1
2. Creation of a STEAM lab under B block, scoped term 1 for funding considerations
3. Junior oval astro turf and amphitheatre sandstone steps and embedded slide (EQ and P&C funding), term 1
4. SAKGP garden beds to be built and sown
5. Musical garden in environmental learning area (joint P&C sustainability/school)
6. Sensory garden in junior playground (joint P&C sustainability/school)