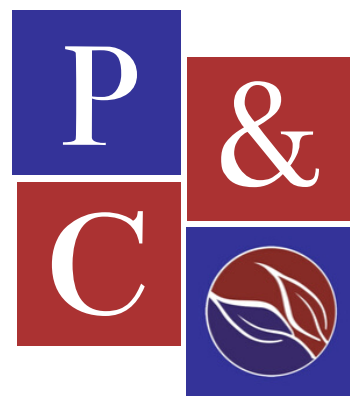


About the Parents and Citizens' Association

STRETTON STATE COLLEGE — 2020



Overview

WHAT TO EXPECT FROM THIS DOCUMENT

- What does Parents and Citizen's Association (P&C) stand for?
- What does the P&C do?
- Why should I get involved?
- What are the Executive Roles and what do they do?
- What happens at the Annual General Meeting (AGM)?
- What happens at general meetings?
- Where are meetings held?
- Can I be involved without attending meetings?
- How do I join?

What does P&C stand for?

The P&C is a committee of people within the school's community. Many of the members are parents/guardians of students currently attending the school, however members may also be school staff, parents/guardians of past students, past students and community members interested in the welfare and wellbeing of the students.



What does the P&C do?

Supports the school

By providing feedback on and endorsing school policies and activities.

Fundraising

To purchase and provide additional resources to be used to enhance student learning, school-based programs and facilities.

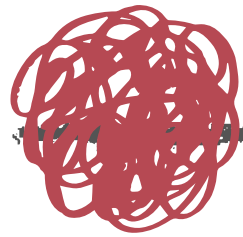
Brings families together

By providing parents opportunities to be involved in their child's education.

We are different

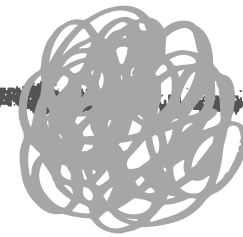
Unlike some other schools we don't run the canteens, uniform shop or outside of school hours care (OHSC).

Why should I get involved?



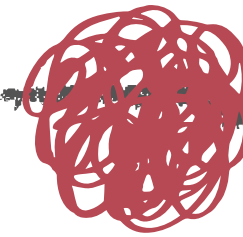
We host fun events!

School discos, community gatherings — the P&C need your support.



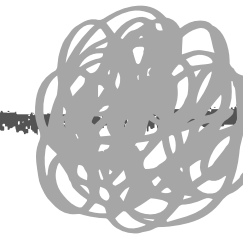
The kids love it!

Students love seeing their family and friends get involved, and it sets a great example.



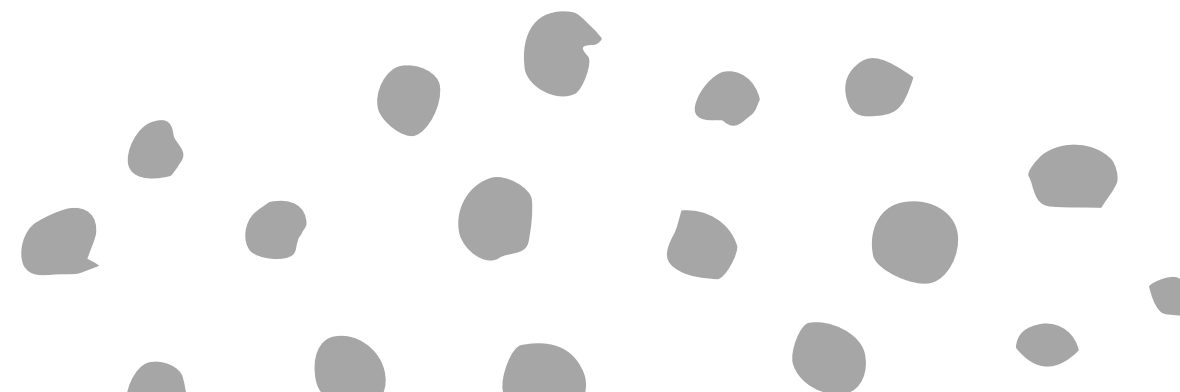
Have your say!

P&C meetings provide the perfect platform to have your say on a wide range of school topics.



Have fun and socialise!

P&C meetings and events are a fantastic opportunity to meet other parents and really feel a part of the school community.



PRESIDENT

- Provides leadership and chairs meetings
- Acts as P&C spokesperson/representative
- Fosters good communication between the P&C, parents, school and the community
- Encourages participation and inclusivity

SECRETARY

- Prepares agendas and meeting minutes
- Communicates with all members
- Maintains register of correspondence
- Maintains members and volunteer registers
- Organises, records and maintains documents
- Assists with other administrative requirements of the P&C

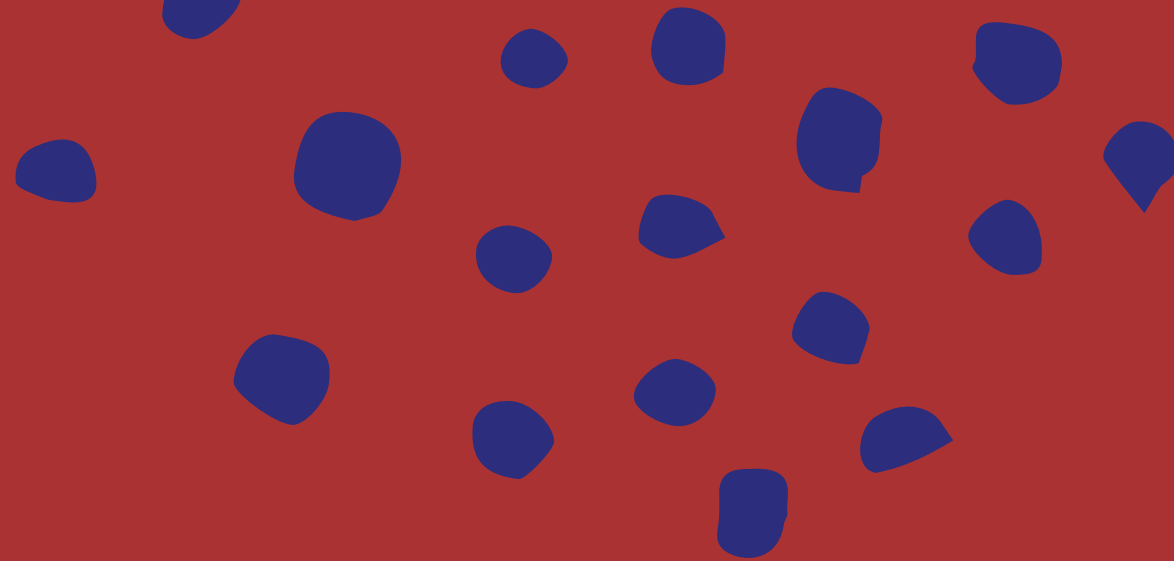
TREASURER

- Ensures compliance with P&C Accounting Manual and other regulations
- Prepares annual budget
- Manages financial statements
- Pays accounts and maintains asset register
- Ensures accounting is open and transparent

VICE-PRESIDENT x 2

- Provides support to the President and other executive members as required
- Chairs meetings in President's absence
- Fosters good communication between the P&C, parents, school and the community
- This role can be divided into multiple sub-roles if there is enough interest

**EXECUTIVE ROLES
& WHAT THEY DO**



WHAT HAPPENS AT THE AGM?

All memberships lapse

Memberships only last until the next AGM. This includes Executive Roles.

Join (or re-join)!

The AGM is the only meeting where a membership can be accepted without the person physically attending the meeting.

Executive Nominations

Members can nominate and be nominated for Executive Roles.
Why not give it a go!

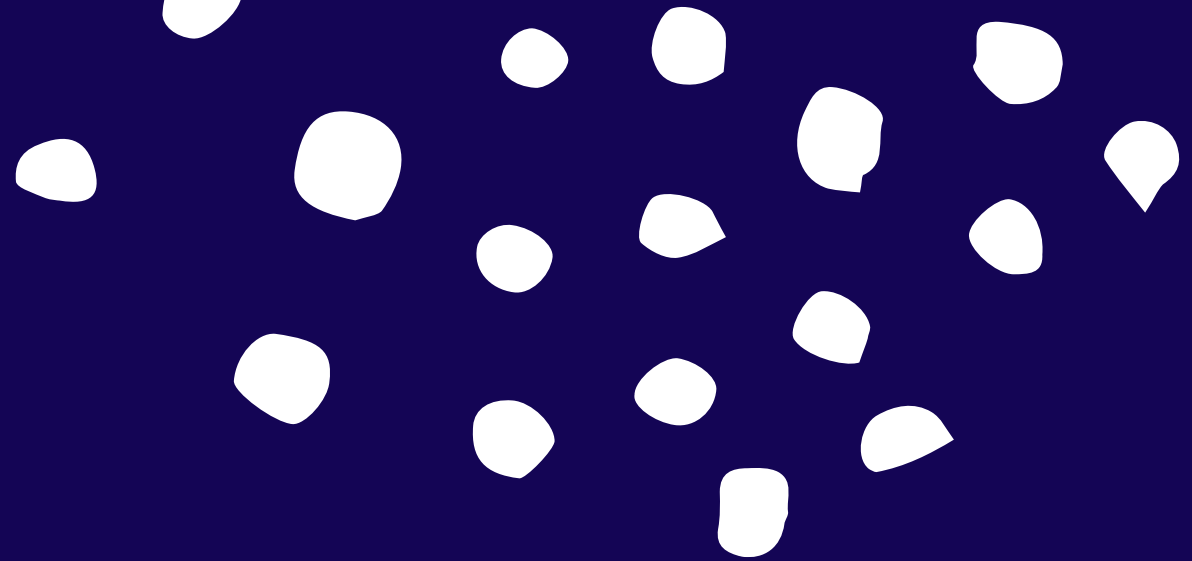
Vote for your Executive team

Secret ballots are used when there are multiple nominations for a role.

Plan for the year ahead

Plan for the year ahead and discuss what the committee would like to achieve.

***Stretton State College P&C AGM is held annually February**



WHAT HAPPENS AT MEETINGS?

General Business

An opportunity to bring anything P&C related to the attention of all present for discussion.

Treasurer's Report

The Treasurer's report contains updates on all P&C accounts and any expenses arising.

Principal's Report

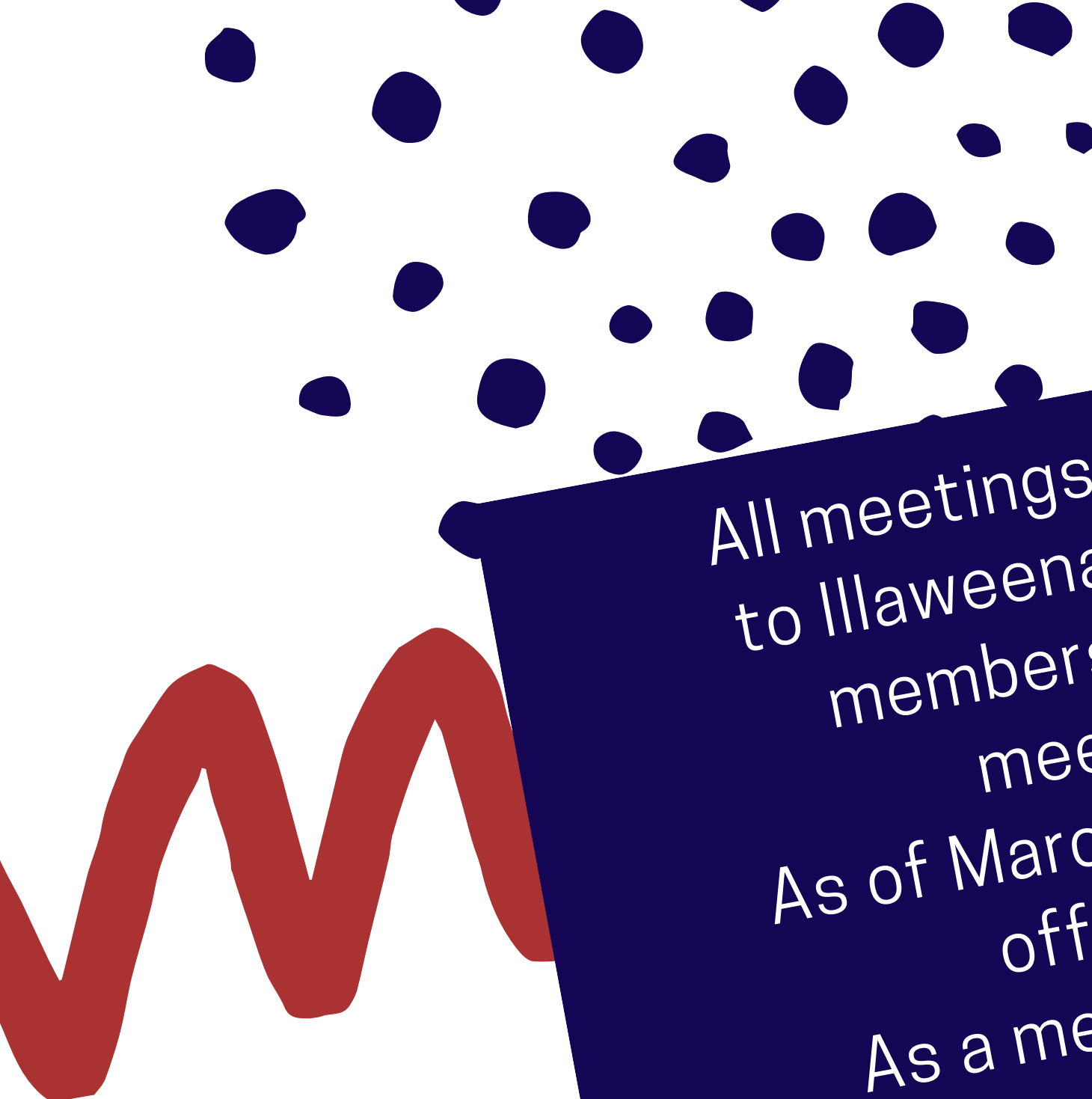
The Principal's Report contains updates and information concerning the school & students.

Upcoming Events

Upcoming events are discussed by all members and motions are made and voted upon.

Approve all expenditure

Members will discuss and vote on all expenses and projects.



All meetings are held at the school — the classroom next to Illaweena Bean Scene Cafe. An email will be sent to all members with notice to attend. The email will detail meeting time and confirmation of location.

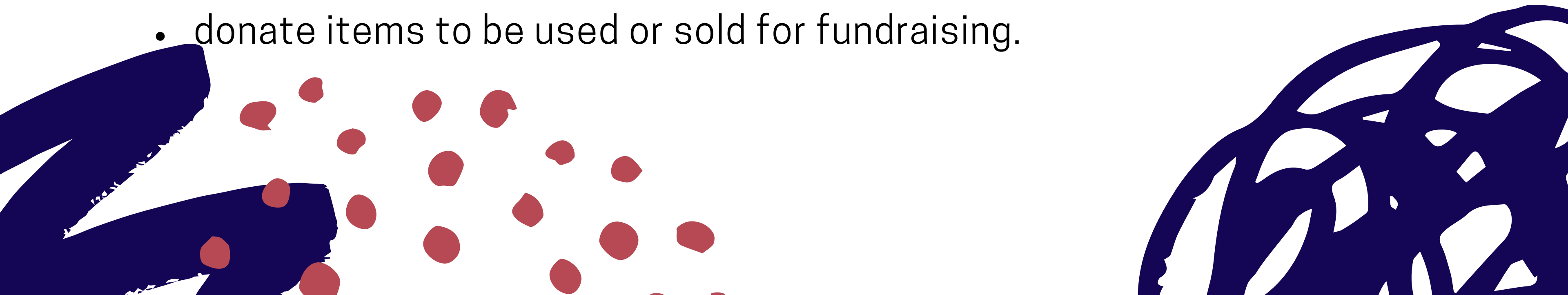
As of March 2020, the Stretton State College P&C is also offering meetings through online platforms. As a member you do not need to attend all meetings.

Meetings are typically held on the third Tuesday of each month.

Can I be involved without attending meetings? **ABSOLUTELY!**

There are many opportunities throughout the year to volunteer with our P&C. You can:

- contribute to the P&C Facebook page discussions
- offer connections to businesses and services
- volunteer your specific skills
- volunteer your time at events
- donate items to be used or sold for fundraising.





WHAT KIND OF EVENTS DO YOU HOST?

School discos

Themes, food, dancing, games, prizes, friends & fun!

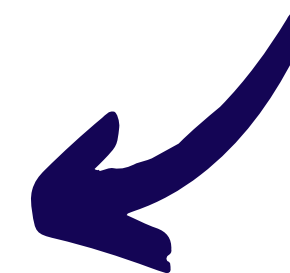
BBQs & cake stalls

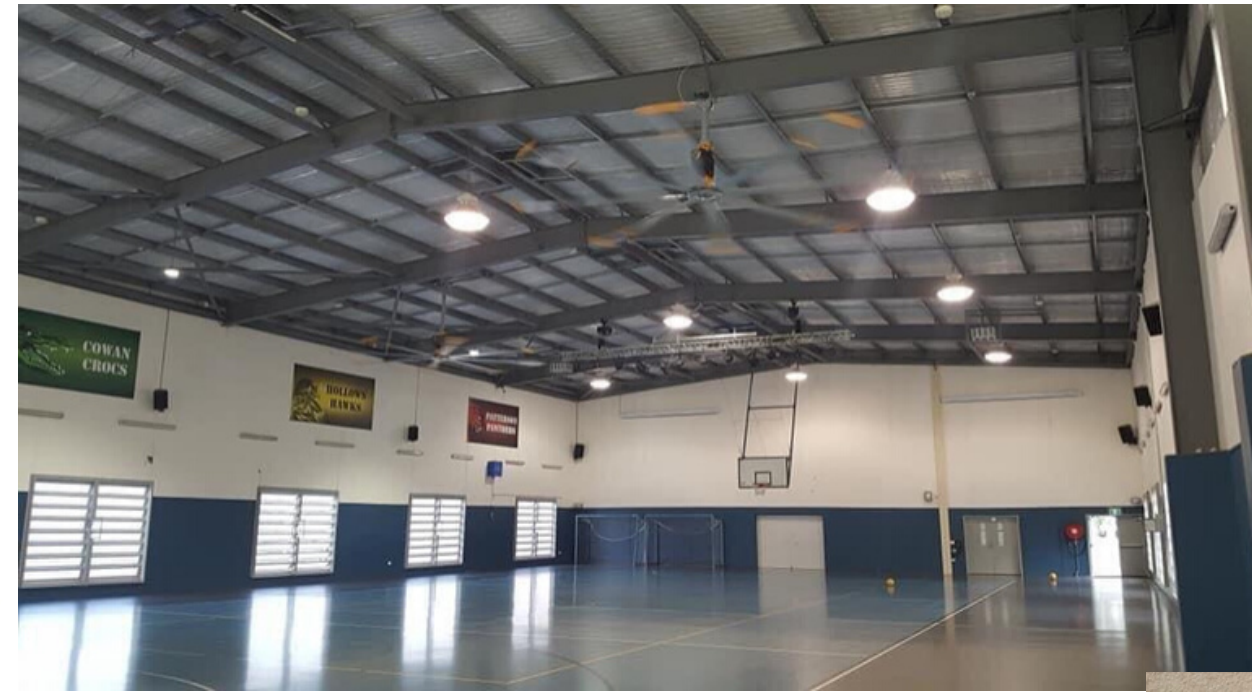
You'll find us hosting a democracy sausage and offering homemade treats at elections and school events.



Celebration stalls

Mother's Day, Father's Day and Christmas stalls for all students to purchase small gifts for family and friends.





**WE HAVE
ACHIEVED
SO MUCH!**





Attend the AGM

Our AGM is held annually in February. We would love to see you there! This is the only meeting you can join and vote immediately.

Attend a meeting

Meetings are held once a month (not during the school holidays) and reminders made on the P&C Facebook page. Please note you cannot vote until your second meeting as a member.



Fill out the form

If you can't get to a meeting, contact our Secretary for a membership form. Only members can vote at meetings and receive copies of meeting agendas and minutes. [Click here](#) for a membership form.

HOW DO I JOIN?

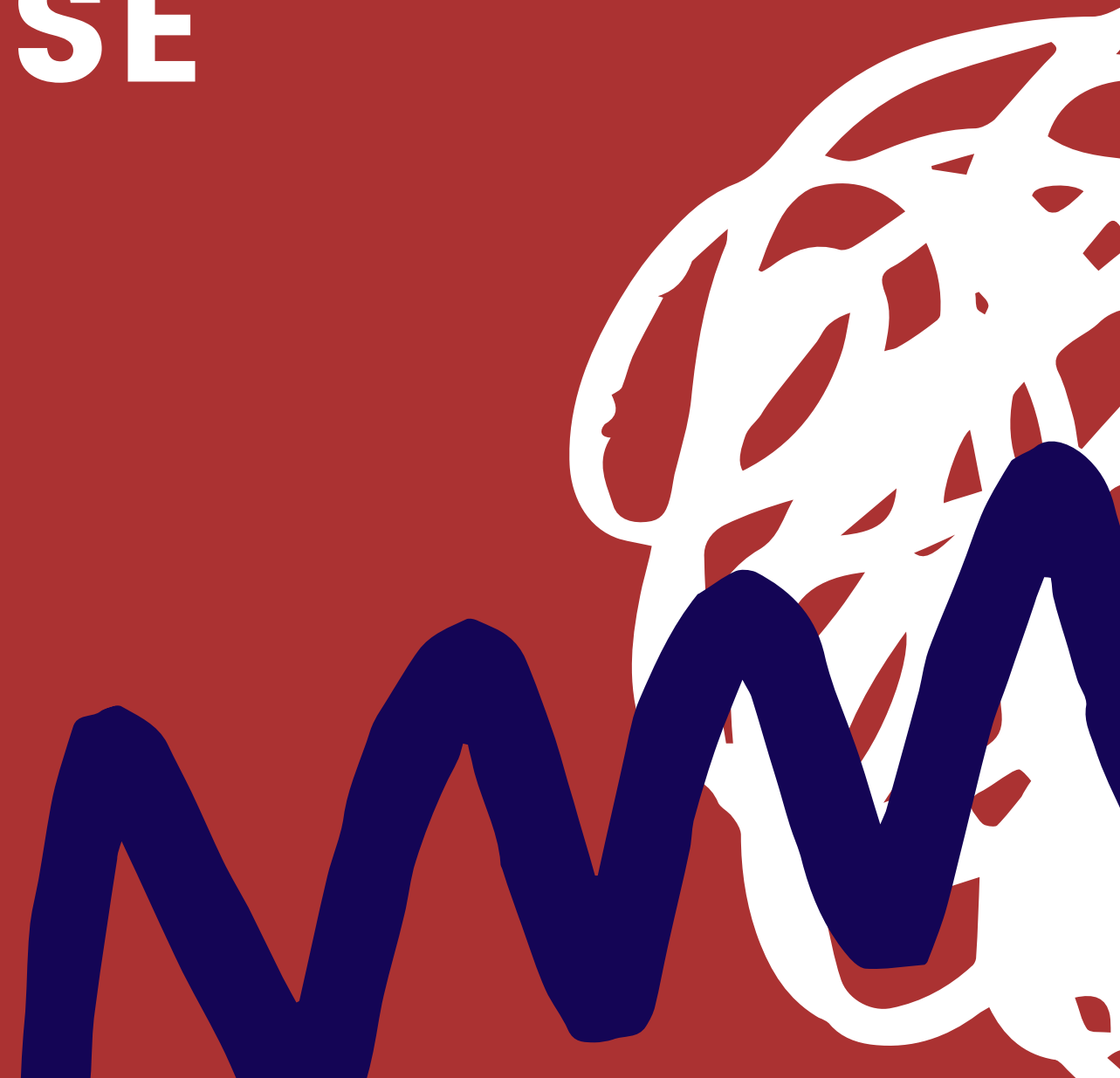
WE ARE SO GLAD YOU ASKED!

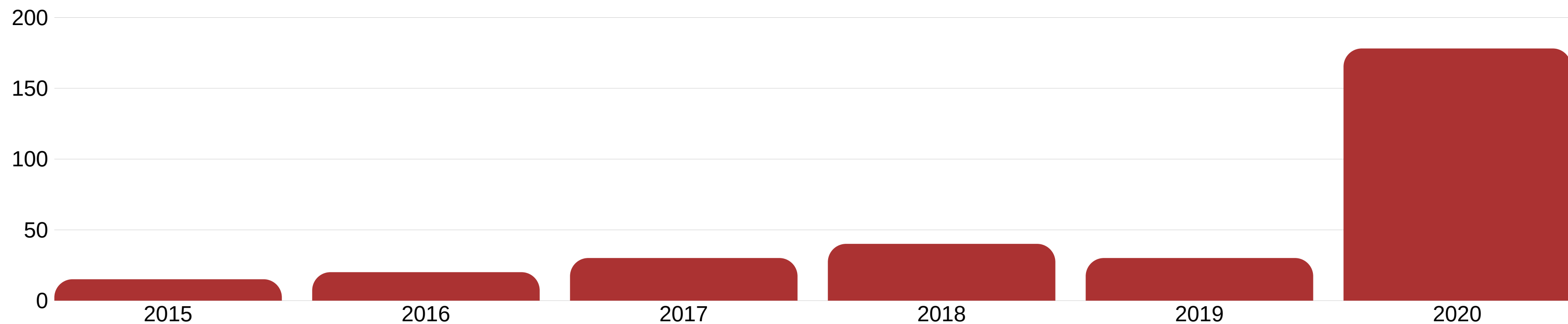


PARTING WORDS

**VOLUNTEERS DONT GET PAID,
NOT BECAUSE THEY'RE
WORTHLESS, BUT BECAUSE
THEY'RE PRICELESS.**

Sherry Andersen





Membership

Based on memberships data collated by previous executive committees the above information has been collated. In 2020, the executive team is working towards a goal of 150 members.

