

Summary of Survey Findings on Operation of GRSC

30/5/2016

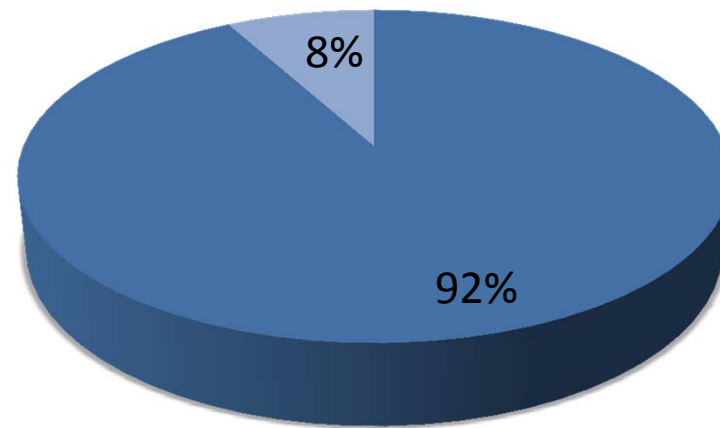
School Administration 3 Section
Education Bureau

Questionnaire on Operation of GRSC

Status:	Closed
Start date:	6-4-2016
End date:	18-5-2016
Target:	GRSC chairpersons/ functional committee of similar nature
Nature:	Optional & Anonymous
Questions:	11
Total responded:	25

Review Plan

Q.1 Has your school formulated a plan for reviewing all the school-based policies and procedures under the 3 domains as set out in Annex 1 of EDB Circular No. 7/2012?



% of responses

Total responses: 25

■ Yes - 92%

■ No - 8%

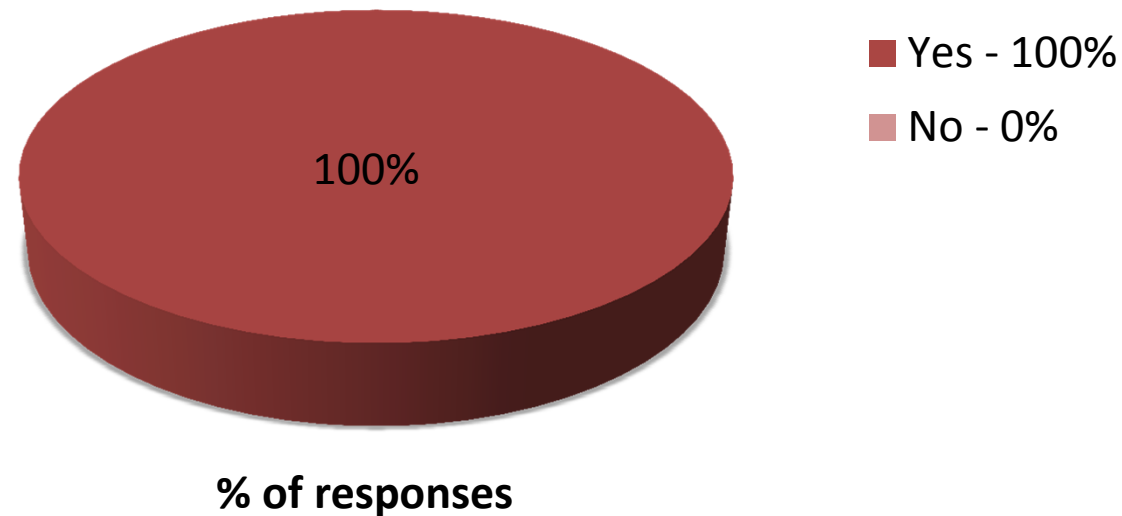
Reasons:

- An ad hoc basis school reviews as part of preparation for GRSC review [count = 1]
- 14-15: Formulation of GRSC; 15-16: Review the domain of Human Resource Management; 16-17: Review school governance and administration [count = 1]

Review Plan

(**Q.1** Has your school formulated a plan for reviewing all the school-based policies and procedures under the 3 domains as set out in Annex 1 of EDB Circular No. 7/2012?)

Q.2 If “Yes” to Question 1, has the plan been discussed and endorsed at the SMC/IMC meeting(s)?

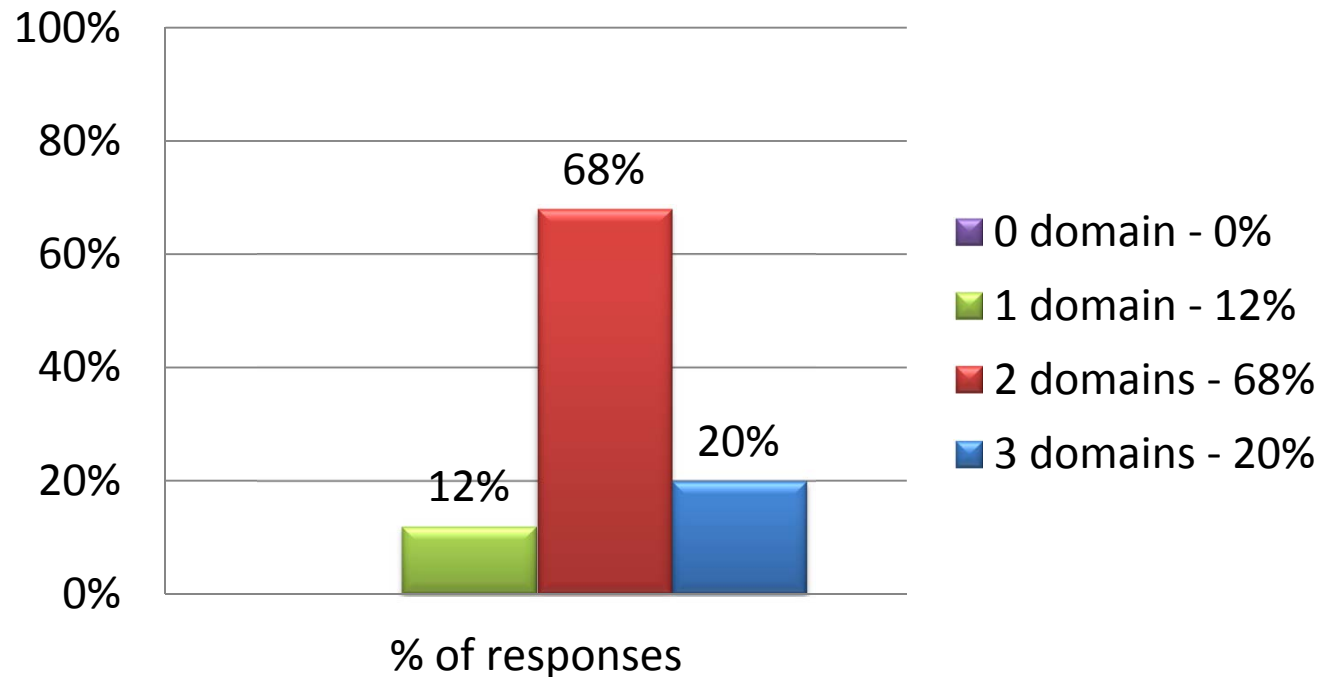


Total responses: 23

Review Process

Q.3 Please state the domain(s) for review covered in the 2014/15 and 2015/16 school years.

(Each respondent could choose more than one domain)

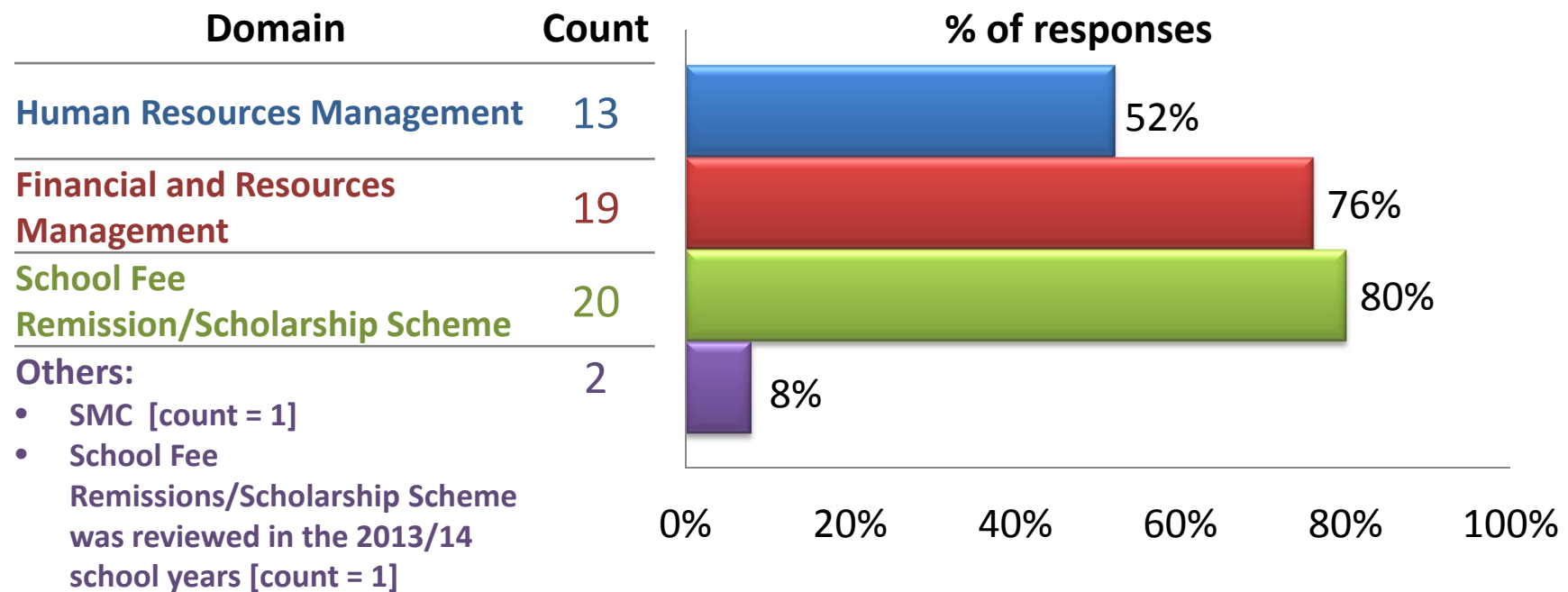


Total responses: 25

Review Process

Q.3 Please state the domain(s) for review covered in the 2014/15 and 2015/16 school years.

(Each respondent could choose more than one domain)

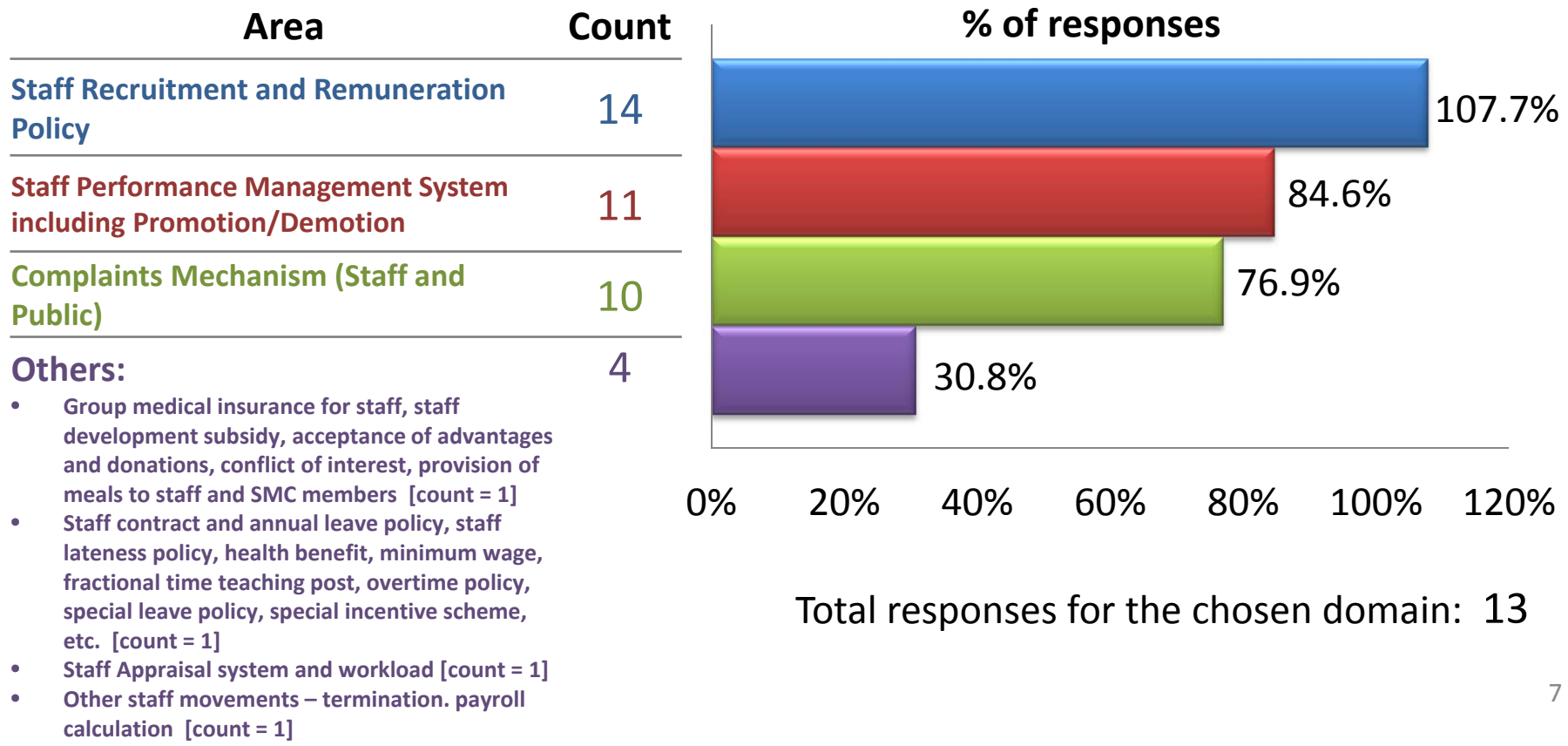


Total responses: 25

Human Resources Management Domain

Q.4 Please indicate the areas reviewed/to be reviewed in the 2014/15 and 2015/16 school years under the corresponding domain(s).

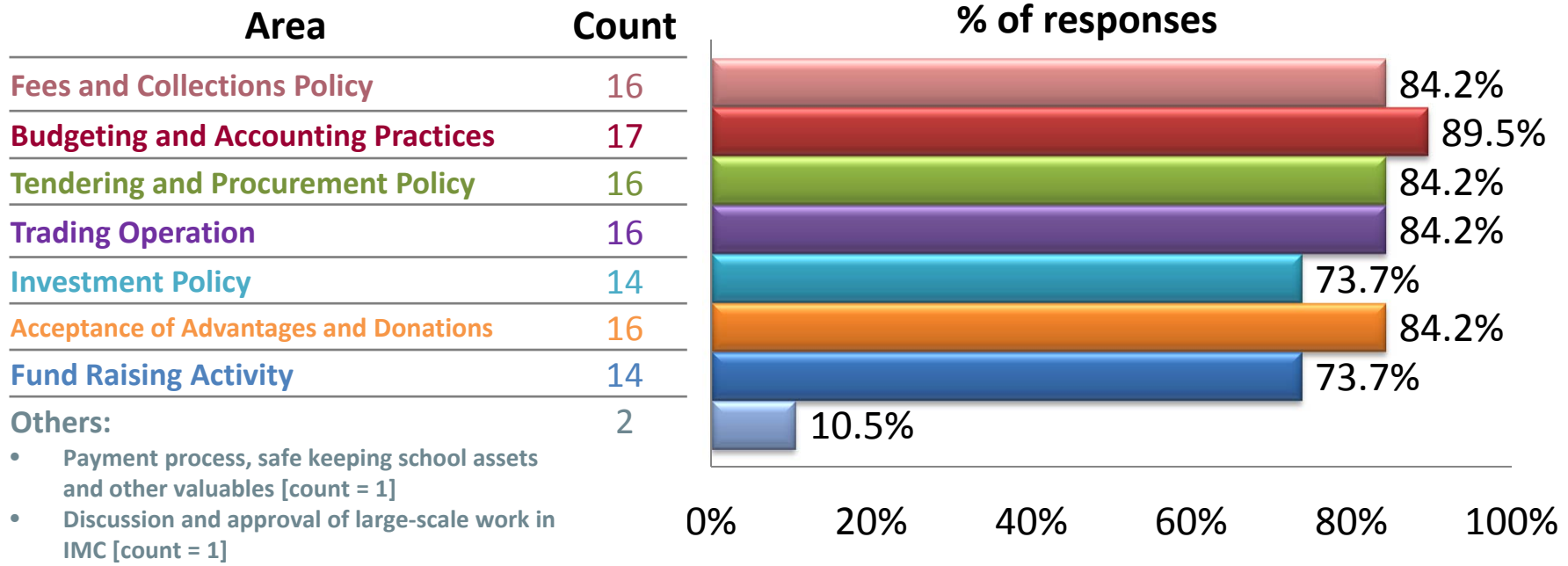
(Each respondent could choose more than one area/domain)



Financial and Resources Management Domain

Q.4 Please indicate the areas reviewed/to be reviewed in the 2014/15 and 2015/16 school years under the corresponding domain(s).

(Each respondent could choose more than one area/domain)

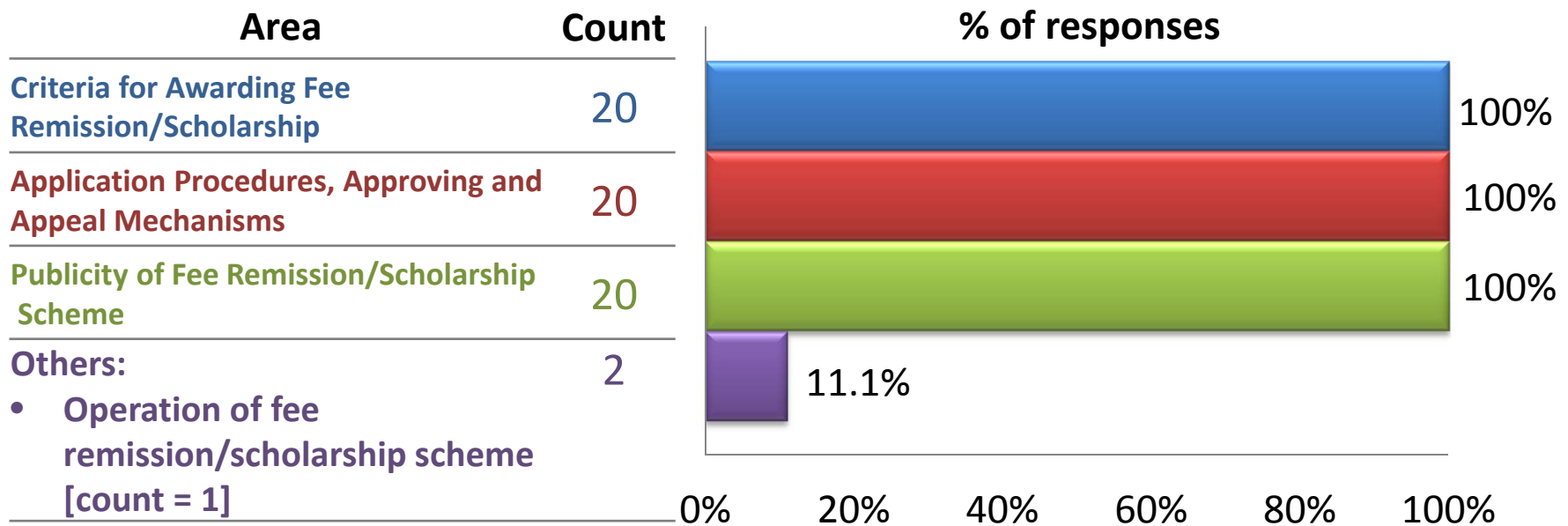


Total responses for the chosen domain: 19

School Fee Remission/Scholarship Scheme Domain

Q.4 Please indicate the areas reviewed/to be reviewed in the 2014/15 and 2015/16 school years under the corresponding domain(s).

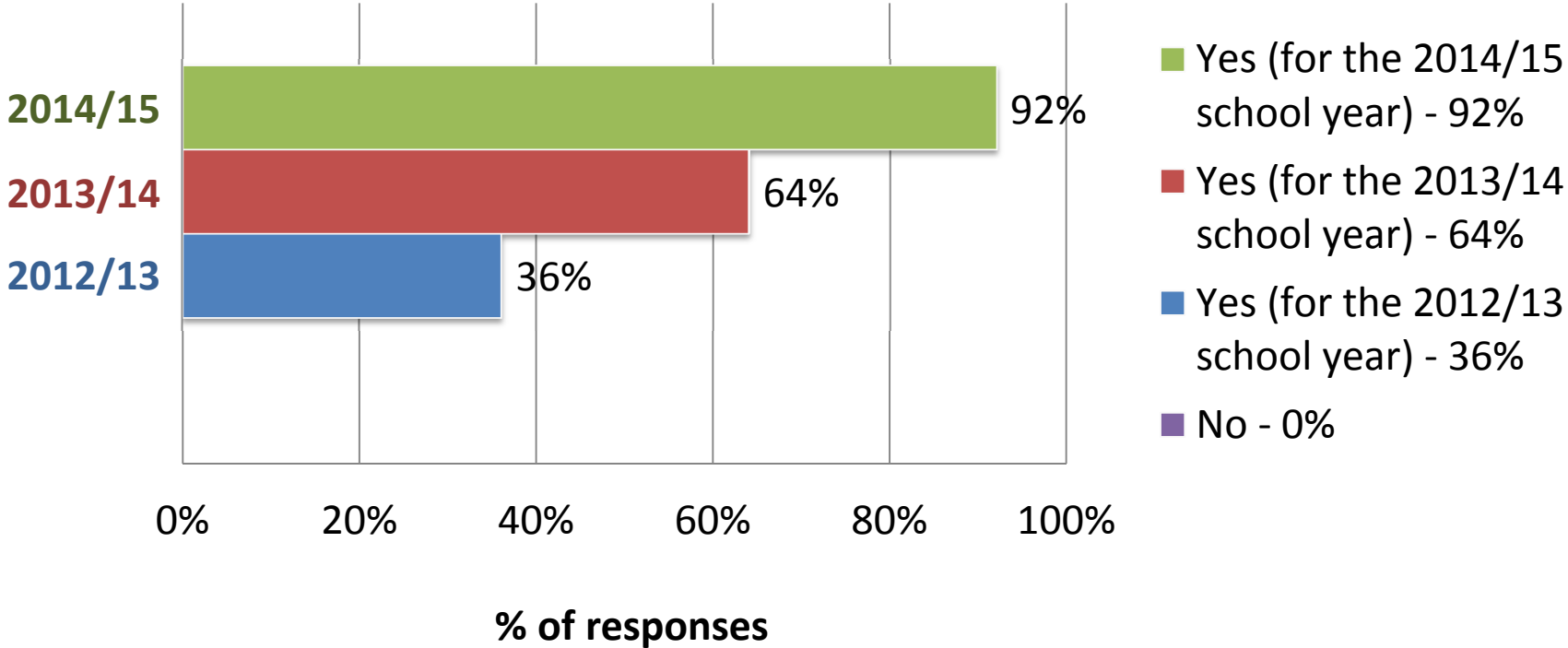
(Each respondent could choose more than one area/domain)



Total responses for the chosen domain: 20

Review Process

Q.5 Has your GRSC reviewed the completed Self-evaluation Checklist?

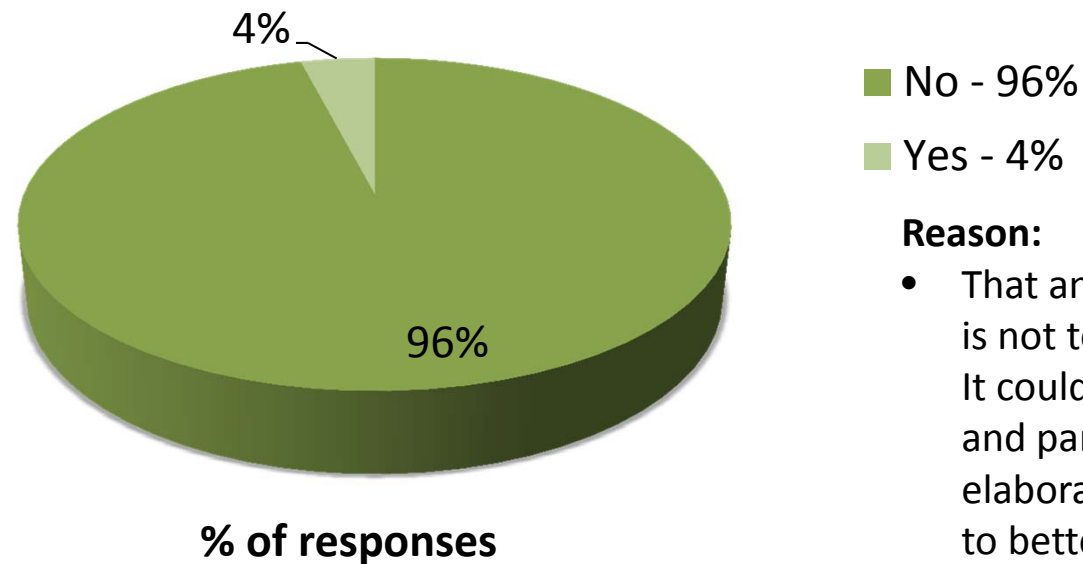


Total responses: 25

Review Process

(Q.5 Has your GRSC reviewed the completed Self-evaluation Checklist?)

Q.6 If “Yes” to Question 5, were there any difficulties in reviewing the completed Checklist?



Reason:

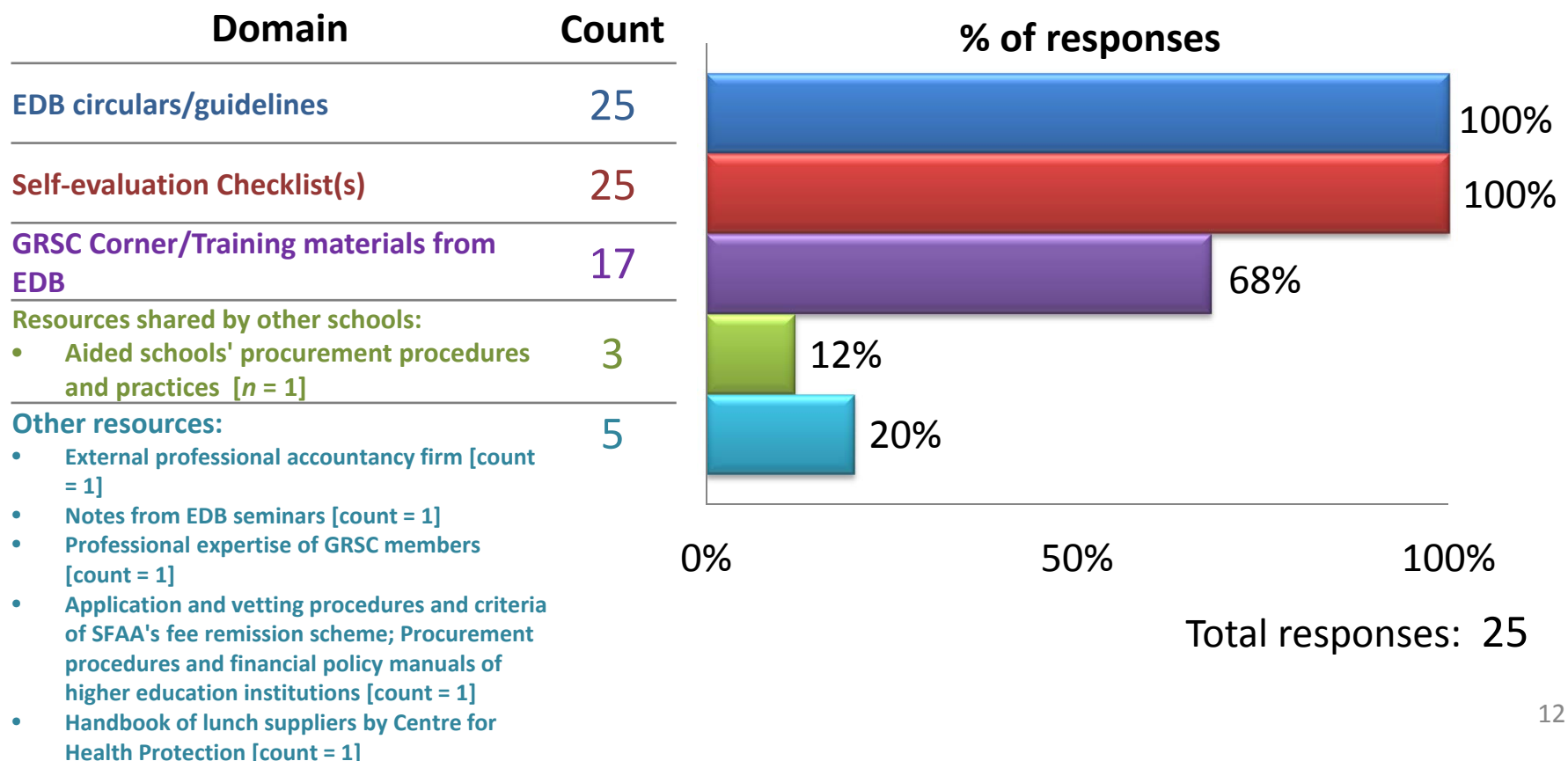
- That answer sometimes is not totally Yes or No. It could be partially Yes and partially No. More elaboration is required to better describe the situation. [count = 1]

Total responses: 25

Review Process

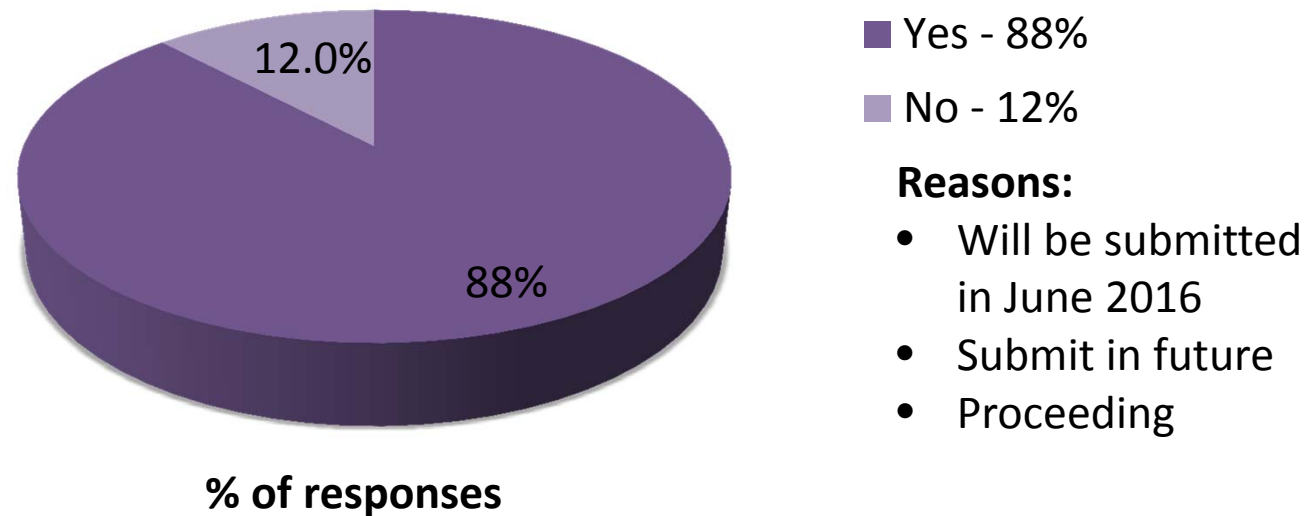
Q.7 What are the resources that your GRSC has made reference to when conducting the review?

(Each respondent could choose more than one option)



Review Process

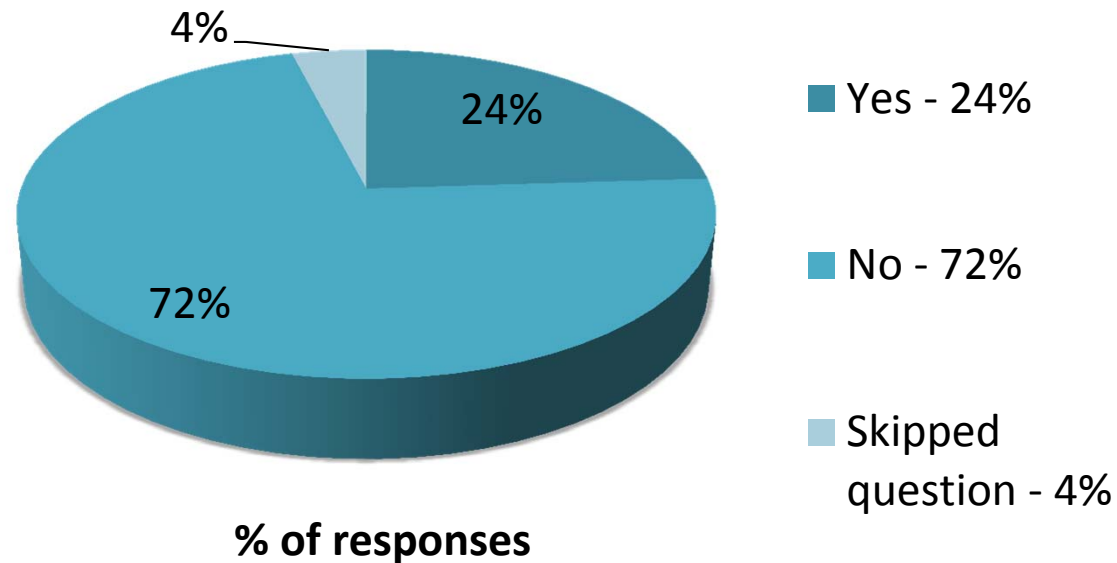
Q.8 Does your GRSC submit review findings to the SMC/IMC on a regular basis?



Total responses: 25

Success Experience, Concerns and Support Needed

Q.9 Is there any success experience(s) that your GRSC would like to share with other counterparts?



Total responses: 25

Success Experience, Concerns and Support Needed

Q.9 Is there any success experience(s) that your GRSC would like to share with other counterparts?

- Important to meet with staff (both teaching and administrative) in School to understand the practical situation and policies, identify problems and make suggestions. It is also important to follow whether the suggestions are useful to enhance teaching/learning quality, as well as work efficiency, or not.
- The committee members are fully engaged and willing to share their experience and professional views.
- The School directors, principal & staff are supportive of “Governance Review” and attend the meetings as the resources managers.
- The school management is open-minded in considering good ideas for continuous improvement.
- They are strong proponents of teamwork.
- Active participation in discussions is encouraged in meetings.
- Formulated schedule of review for working group.
- Reviewed & revised the policies.
- By benchmarking with other education institutions and public sector bodies will give members lots of insight into the Financial and HR Domains.
- Learning from other people’s best practices greatly facilitates the review process.
- Identified areas of improvement on Financial and Resources Management and accepted by the SMC.
- Useful to develop the annual work plan.
- Maintain good communication with the School Management Team.

Success Experience, Concerns and Support Needed

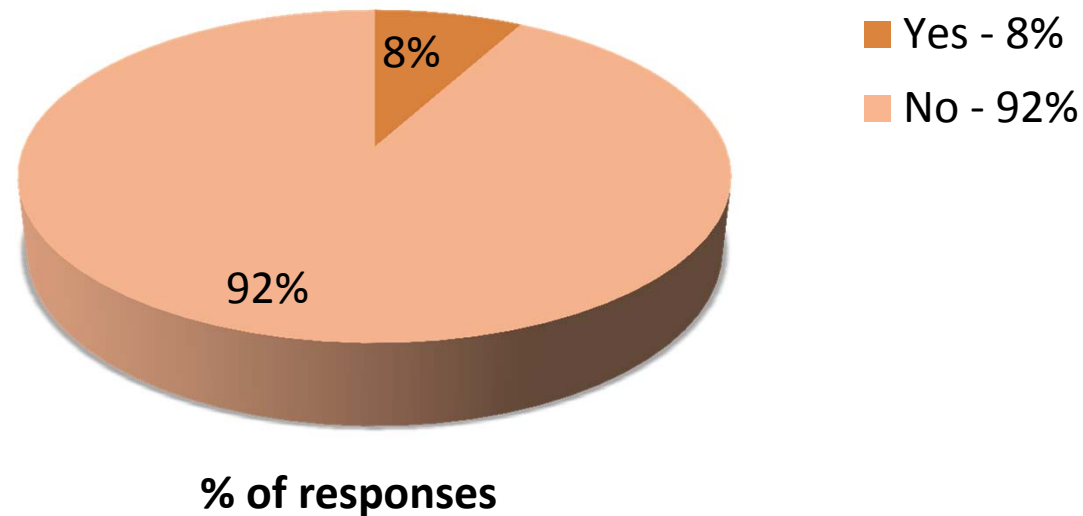
Q.9 Is there any success experience(s) that your GRSC would like to share with other counterparts?



Most frequent words: [school](#) (count=4); [management](#) (count=3); [review](#) (count=3); [financial](#) (count=2); [good](#) (count=2).

Success Experience, Concerns and Support Needed

Q.10 Does your GRSC have any concerns or difficulties in performing the function of assisting the SMC/IMC to review school-based policies and procedures?



Total responses: 25

Success Experience, Concerns and Support Needed

Q.10 Does your GRSC have any concerns or difficulties in performing the function of assisting the SMC/IMC to review school-based policies and procedures?

- The voluntary nature of the GRSC members makes their time availability limited. The restriction of time leads to reviews which are not much in depth, considering the very broad scope of a comprehensive school administration and management system that the reviews need to cover.
- Not enough financial resources.
- The School has appointed a coordinator to help the Committee to collect information and liaise with responsible staff. This is most helpful.

Success Experience, Concerns and Support Needed

Q.10 Does your GRSC have any concerns or difficulties in performing the function of assisting the SMC/IMC to review school-based policies and procedures?



Most frequent words: [reviews](#) (count=2); [school](#) (count=2); [time](#) (count=2); [administration](#) (count=1).

Success Experience, Concerns and Support Needed

Q.11 Please propose the support service/training you think GRSC members need most.

- Organize sharing sessions for GRSC members from different schools to share good practices.
- Updates from EDB on school trends and peer support forum for resource sharing.
- Would suggest EDB to provide one full set of GRSC Guidelines for reference. GRSC will only have to make reference to it when conducting the review.
- Understanding EDB guidelines
- Learning from other people's best practices greatly facilitates the review process.
- It is proposed that secretarial support should be provided for GRSC members. The support services should include research and collation of information and filing of documents, coordination among members and heads of functional groups in school and to prepare documents to be inspected or reviewed.
- Some GRSC members for some schools may not have relevant experience in financial and HR aspects relating to DSS Schools. Some sort of guidelines highlighting important issues which GRSC members should note would be helpful.
- Will need budget to recruit external clerical support for GRSC exercise.

Success Experience, Concerns and Support Needed

Q.11 Please propose the support service/training you think GRSC members need most.



Most frequent words: [grsc](#) (count=6); [members](#) (count=4); [support](#) (count=4); [edb](#) (count=3); [guidelines](#) (count=3).

THANK YOU!

- We appreciate your responses and comments!
- If you would like to tell us something about the **operation of GRSC** that has not been covered in this survey, please free feel to give your comments in the **Question-and-Answer Session**.
 - e.g. “EDB should revisit the role and the function of the GRSC” (Count = 1)

Contact Us

School Administration 3 Section

Ms Amy CHENG 3509 7490

Ms Isabel WONG 3509 7459

Ms Jenny HUEN 3509 7461

Mr Brian YU 3509 7491