

Opaheke School Board of Trustees
Meeting Monday 09 June 2009 at 7.30pm
at Opaheke School, Tasman Drive, Papakura.

<p>1. In Attendance 1.1 Present N Shaddick, A Kemp, M Capper, G Maclachlan, S Costello, M Wratt, G Williams, G Burge.</p>	
<p>2. Minutes Minutes of the trustees' meeting of 12 May 2009 previously distributed were confirmed and adopted. Neil signed them on behalf of the Board of Trustees as a true and accurate record.</p>	
<p>3. Matters Arising 4.2 Property – Buildings Building project signed off by Chairperson Friday 4 September. The School is indebted to Grant for the dedication and commitment he showed in ensuring the success of the project.</p> <p>4.3 Property Playground Agreed to reinstate the shade cover from R21/22 to cover the junior adventure playground. Agreed to cover base with playmatta tiles. Approx cost \$45,000. PTA to contribute \$25,000 towards this.</p>	
<p>4. Principal's Report Murray presented his report</p> <p>4.1 Opaheke School Vision Statement: Agreed to accept vision statement.</p> <p>4.2 Staff Development Day: Agreed to development day August/September.</p> <p>4.3 Proposed National Standards: Murray reported on information session on National Standards</p>	
<p>5. Financial Report Mike presented the financial report which was adopted.</p>	

6. Correspondence			
6.1 Inwards Correspondence			
Date	Name	Description	
09.06.09	MOE	Influenza – Swine Flu	
09.06.09	National Excellence in Teaching & Leadership Awards	Nomination forms	
15.05.09	MOE	SDS1a	
	MOE	SDS1a	
	Opapeke School	Incident report form	
13.05.09	BNZ Partners	Board's financial & investment management	
18.05.09	MOE	ESOL verification	
19.05.09	National Standards	Meetings – consultation	
20.05.09	BDO Spicers	Audit management letter	
28.05.09	NZSTA	Provision of email address/contacts	
	NZSTA	Budget 2009	
	NZSTA	Budget allocation for Caretakers and Cleaners	
19.05.09	National Standards	Meetings - consultation	
May 2009	Tukutuku Korero	NZ Gazette	
May 2009	MOE	Education Circular	
May 2009	STA News		
6.2 Outwards Correspondence			
12.05.09	Mrs K Edwards	Paternity Leave request confirmation	
<p>6.3 Matters Arising</p> <p>6.3.1 Audit Management Letter year ending 31 December 2008 Management letter discussed. Thanks to Glenise Burge.</p> <p>6.3.2 Pandemic Planning Agreed letter to be sent home to parents advising them that children who travel overseas will be required to stay at home for seven days before they return to school.</p>			

<p>7. General Business</p> <p>7.1 PTA Report Grant reported on PTA meeting.</p> <p>7.2 Letter of Thanks Letter to be sent home to families thanking them for their contribution towards the School. Neil/Grant</p>	
<p>8. Meeting Closed Meeting closed 9.30pm</p> <p>Met in committee</p>	
<p>9. Next Meeting Tuesday 28 July 2009</p>	
<p>Signed on behalf of the Opaheke School Board of Trustees as a true and accurate record.</p> <p>Neil Shaddick Chairperson</p>	