

**Opaheke School Board of Trustees**  
**Meeting Tuesday 09 December 2008 at 7.30pm**  
**at Opaheke School, Tasman Drive, Papakura.**

<p><b>1. In Attendance</b></p> <p><b>1.1 Present</b>  N Shaddick, A Kemp, G Maclachlan, M Capper, S Costello, M Wratt, G Williams, A Cantley, G Burge, G Braks, N Laing, R Warburton</p>	
<p><b>2. Minutes</b></p> <p>Minutes of the trustees' meeting of 11 November 2008 previously distributed were confirmed and adopted. Neil signed them on behalf of the Board of Trustees as a true and accurate record.</p>	
<p><b>3. Matters Arising</b></p> <p><b>3.1 Property</b>  Grant reported on Property Issues. Ministry approval has gone through the first stage. Building Consent in to Council – Council have been helpful. Possible moving date for classroom block Mon 5 January 2009. Econobuilt tendering to confirm prices. Meeting with Builders 9.30 am, 18 December.</p> <p><b>3.2 Hall Use</b>  Gateway Trust contract finishes 09.04.2008. Notification has been given to Parents by Gateway Trust. No further need for School involvement at this time.</p> <p><b>3.3 BOT Workshop</b>  Murray thanked for workshop evening on NZ curriculum</p> <p><b>3.4 ICT Focus</b>  Richard Warburton – Prototec Ltd spoke on benefits of cabling versus wireless networks. Nikkie spoke on future needs of ICT in the School. Moved: To go ahead with cable/ switch maintenance with Doug Kyle, contractor. Estimate \$9700. Some price changes may be applicable because of current NZ dollar value. <span style="float: right;">Carried</span>  Agree to revisit computer options February 2009.</p>	
<p><b>4. Principal's Report</b></p> <p>Murray presented his report</p> <p><b>4.1 Y8 Camp</b>  Alana spoke on Year 8 camp at Camp Adair planned for 10 – 13 February 2009. BOT agreed to camp.</p> <p><b>4.2 Opaheke School Writing Report</b>  Alana presented her report on the Writing at Opaheke School.</p> <p><b>4.3 Rainbow Reading Report</b>  Alana presented her report on Rainbow Reading.</p> <p>Neil thanked Murray and the staff for all work done over the year.</p>	

<b>5. Financial Report</b> Mike presented his financial report.  <b>5.1 Budget 2009</b> Mike presented budget for 2009. Budget accepted. <p style="text-align: right;">Neil/Glennis</p>			
<b>6. Correspondence</b> <b>6.1 Inwards Correspondence</b>			
Date	Name	Description	
10.11.08	Uni of Auckland	Joyce Au – survey of auditory processing in 6yr olds	
10.11.08	Cleave Building Contractors	Eco-enviro classrooms	
11.11.08	NZPF	Annual conference 1-3 July 2009	
14.11.08	NZSTA	Admin & funding matters	
17.11.08	Ministry of Justice	Thank you for election day	
28.11.08	MOE	Joint Health/Education Assessment	
28.11.08	SKIDS	Out School care programme	
28.11.08	NZSTA	2008 Resource manual	
28.11.08	Velvet Events Marketing	Rebranding and signage	
28.11.08	STA News		
28.11.08	Tuketuku Korero		
01.12.08	The Gate	Notification of after school care closure	
Dec 08	MOE	Northern Network Team newsletter	
Dec 08	MOE	Education Circular	
<b>6.2 Outwards Correspondence</b>			
13.11.08	Mrs T Walker	Thank you Y6 camp	
13.11.08	Mr J Stainton	Thank you Y6 camp	
13.11.08	Miss S MacLeod	Thank you Y6 camp	
26.11.08	Gateway Community Trust	Hall Hire	
08.12.08	Papakura District Council	Relocating existing classroom block	
<b>6.3 Matters Arising</b> Nil			

<p><b>7. General Business</b></p> <p><b>7.1 Handling of BOT /School requests</b>  The proposal that the BOT be involved with school requests was rejected.  PTA will send out guidelines to be used for requests to PTA.</p> <p><b>7.2 PTA Report</b>  Geraldine spoke on the events coming up for the PTA.</p> <p><b>7.3 Professional Development</b>  Murray presented his professional development report for 2008, also priorities for 2009.  Noted that professional development for 2009 includes: All Papakura Schools enrolled in e-asTTle focusing on Student Achievement.</p>	
<p><b>8. Meeting Closed</b>  Meeting closed 10.10pm</p> <p>Met in committee</p>	
<p><b>9. Next Meeting</b>  Tuesday 17 February 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>	