

Opaheke School Board of Trustees
Meeting Tuesday 10 June 2008 at 7.30pm
at Opaheke School, Tasman Drive, Papakura.

<p>1. In Attendance</p> <p>Present G Maclachlan (Acting Chairperson), A Kemp, M Capper, S Costello, G Williams, M Wratt, G Burge.</p> <p>Apologies Neil Shaddick</p>											
<p>2. Minutes</p> <p>Minutes of the trustees' meeting of 13 May 2008 previously distributed were confirmed and adopted. Grant signed them on behalf of the Board of Trustees as a true and accurate record.</p>											
<p>3. Matters Arising</p> <p>3.1 Property Legal opinion of Project Manager contract. If all okay agree to accept fee proposal.</p> <p>3.3 Transport Network Murray reported on this. Contract received from Bus Network</p> <p>3.4 Drinking Fountains Agreed to replace all seven drinking fountains, Living Water quote.</p> <p>3.5 Parking Spaces Grant to look into this further</p> <p>3.6 School Security Murray reported that new Ministry contract was the same as the last one.</p> <p>3.7 Security Cameras Installed and working. Murray to put note in newsletter.</p>											
<p>4. Principal's Report</p> <p>Murray presented his report</p> <p>4.1 Office Holders</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Chairperson</td> <td>Neil Shaddick</td> </tr> <tr> <td>Secretary</td> <td>Alison Kemp</td> </tr> <tr> <td>Treasurer</td> <td>Mike Capper</td> </tr> <tr> <td>Health & Safety</td> <td>Sue Costello</td> </tr> <tr> <td>Property</td> <td>Grant Maclachlan</td> </tr> </table>	Chairperson	Neil Shaddick	Secretary	Alison Kemp	Treasurer	Mike Capper	Health & Safety	Sue Costello	Property	Grant Maclachlan	
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<p>5. Financial Report</p> <p>Mike presented his financial report.</p> <p>5.1 Audit 2007 Audit complete. Final management report received. Copies sent to Ministry</p>											

6. Correspondence		
6.1 Inwards Correspondence		
Date	Name	Description
21.05.08	MOE	Network News – school dental clinics
21.05.08	MOE	Budget 2008
27.05.08	NZSTA	Appointment of delegate form
29.05.08	BDO	Audit Management Letter 2007
30.05.08	MOE	Advice Stand Down
30.05.08	MOE	Security company arrangement
02.06.08	MOE	Education Gazette
04.06.08	First Security	Report on monitoring
04.06.08	MOE	School Transport Direct Resourcing
05.06.08	Minister of Education	Nag 5 promoting healthy food
05.06.08	NZSTA	Auckland Branch report
05.06.08	NZSTA	STA News
05.06.08	MOE	NEMP programme 2008
10.06.08	Parent	Re maths programme
6.2 Outwards Correspondence		
14.05.08	Mrs Smith	Support
14.05.08	Ministry of Education	Security – Paul Tolungamaka
21.05.08	Mrs Laing	Parental Leave acceptance
21.05.08	Mrs Braks & PTA	Thanks for work on Carnival
26.05.08	Paul & Colin Sanderson	Thanks for bequest
6.3 Matters Arising		
Nil		

<p>7. General Business</p> <p>7.1 Numeracy Alison presented her view on the Numeracy programme. Also an email from a parent re the Numeracy programme at Opaheke School. Glennis to reply.</p> <p>7.2 After School Care Supervisor visited Murray at School.</p> <p>7.3 PTA Report Grant reported on PTA meeting. Applying for Charities registration Calendar fundraising to go ahead.</p>	
<p>8. Meeting Closed Meeting closed 10.00 Met in committee</p>	
<p>9. Next Meeting</p> <p>Tuesday 22 July 19 August 16 September 14 October 11 November 09 December</p>	
<p>Signed on behalf of the Opaheke School Board of Trustees as a true and accurate record.</p> <p>Neil Shaddick Chairperson</p>	