

Opaheke School Board of Trustees
Meeting Tuesday 12 July 2011 at 7.30pm
at Opaheke School, Tasman Drive, Papakura.

| | |
|---|--|
| | |
| <p>1. In Attendance</p> <p>1.1 Present G Maclachlan, M Gilmore, M Capper, D Honan, A Wickers, M Wratt.</p> <p>1.2 Apologies G Williams, G Burge</p> | |
| <p>2. Minutes</p> <p>Minutes of the trustees' meeting of 21 June 2011 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 from Minutes</p> <p>3.1 Property Andrew reported on classroom modernisation project. Work progressing well, two classrooms scheduled to be completed tomorrow, two classrooms remaining. Andrew to meet with David Bowes re: future projects \$107000.00 left in Seven Year Plan available for draw down. BOT approved Andrew's request for redirection of Health & Safety funds for incorporation into seven year plan budget.</p> <p>3.2 Website Options No progress from previous meeting. Some options and opportunities discussed. Murray to follow up on these.</p> <p>3.3 New Five Year Property Plan Recommendation for Board to have Strategic Planning Meeting at end of this year. Remove this item from Agenda meantime.</p> <p>3.4 After School Care No progress from previous meeting. Revisit this item next meeting.</p> <p>3.5 Pre-School Centre This will not be pursued by Board at this time. Other options and opportunities discussed: * Partnerships with existing kindergartens/ preschools for transition to Opaheke School? * Increase roll and teaching staff? * Take foreign students (Year 7 – 8)? These to be discussed further next meeting.</p> | |
| <p>4. Principal's Report</p> <p>Murray presented his report</p> | |
| <p>5. Financial Report</p> <p>Mike presented June accounts which were accepted.</p> | |

| | | | |
|--|----------------------|--|--|
| 6. Correspondence | | | |
| 6.1 Inwards Correspondence | | | |
| Date | Name | Description | |
| 23.06.00 | CMDHB | COHS, TDU @ School | |
| | NZSTA | Auckland branch Report | |
| | Telecom | Promotional Offer | |
| | Auck Uniservices | Milestone Report; Reading & Writing in NZC for Y9 teachers & leaders | |
| 04.07.11 | NZ Education Gazette | | |
| 6.2 Incident Reports | | | |
| | Nil | | |
| 6.3 Outwards Correspondence | | | |
| 05.07.11 | MOE | Roll Return | |
| 07.07.11 | Crombie Lockwood | Fixed term reaching contract query | |
| 6.4 Matters Arising | | | |
| 6.4.1 MOE Roll Return 1 July 2011 | | | |
| Board tabled roll return. | | | |

| | | |
|--|--|--|
| 7. General Business | | |
| 7.1 PTA Report: Nil. Next PTA meeting on 13 July. M Capper rostered to attend. | | |
| 7.2 IT Inventory List: Murray to compile IT Inventory list detailing school hardware and associated resources. This Inventory list will also indicate what items are satisfactory/ need upgrading or repairs/ need replacing. | | |
| 7.3 Teacher Recognition for Long Service: Murray to provide a list detailing teaching and support staff years of service. Board will review next meeting and determine milestone dates, criteria, and process for recognition of long term service. | | |
| 7.4 Australian Principals Conference Murray to attend Principals Conference in Adelaide 4 – 7 th October 2011. | | |
| 8. Meeting Closed Meeting closed 9.30pm | | |
| 9. | Next Meeting Tuesday 23 August 2011 Tuesday 20 September 2011 | |

| | |
|---|--|
| | |
| <p>Signed on behalf of the Opaheke School Board of Trustees as a true and accurate record.</p> <p>Grant Maclachlan Chairperson</p> <p>Date:</p> | |