

**Opaheke School Board of Trustees**  
**Meeting Tuesday 15 September 2009 at 7.30pm**  
**at Opaheke School, Tasman Drive, Papakura.**

<p><b>1. In Attendance</b>  <b>1.1 Present</b>  N Shaddick, A Kemp, M Capper, G Maclachlan, S Costello, M Wratt, G Williams, G Burge, A Cantley.</p>	
<p><b>2. Minutes</b>  Minutes of the trustees' meeting of 18 August 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><b>3. School Team Reviews</b>  Glennis Williams presented the Year 1/ 2 Team Review  Alana Cantley presented the Years 3 to 8 Team Reviews  Alana and Glennis thanked for their presentation. Thanks also to all the teams for the work on the Reviews.  <b>Library</b>  Alana reported on work done in Library Guidelines and Procedures by Lynda Pryor and Sylvia Smith. Guidelines and Procedures to be emailed to BOT.</p>	
<p><b>4. Matters Arising from Minutes</b>  <b>3.1 Property Playground</b>  Council permits and consents have come through for the shade cover. Construction to be started next week. Bark to be removed Friday pm, matting booked for school holidays.   <b>3.2 Audit Fee Proposal</b>  Some local schools surveyed, agreed to stay with current auditors.   <b>3.3 Saturday Netball</b>  End of season prize giving held in school hall went well.   <b>3.4 School Speech Competition</b>  Held 20 August. Evening went well. Thanks to Sue for attending.</p>	
<p><b>5. Principal's Report</b>  Murray presented his report  <b>4.1 School Vision &amp; Curriculum:</b>  Self respect and respect for others  Striving for Excellence  Achieving personal best  Agree to these values to be accepted as underpinning our School Curriculum.   <b>4.2 Full Registration:</b> Agree to full registration for Joseph Stainton and Joanne Pulman Term 4 2009.</p>	

<b>6. Financial Report</b> Mike presented the financial report which was adopted. <b>6.1 Capital Property Plan:</b> Capital plan referred to next meeting.			
<b>7. Correspondence</b> <b>6.1 Inwards Correspondence</b>			
Date	Name	Description	
	Counties Manukau DHB	Consultation summary dental services	
11.08.09	MOE	Options for Board training and support	
17.08.09	MOE	Education circular 2009/09	
20.08.09	MOE	Exclusion	
21.08.09	MOE	SDD1a	
24.08.09	NZ Education Gazette		
02.09.09	Kiwi Sport Counties Manukau	Forum CM Sport	
07.09.09	Education Gazette		
09.09.09	Telecom	Two months free business line	
09.09.09	Wendy Beaver	Opaheke Netball	
10.09.09	MOE	SDD1a	
10.09.09	MOE	SDD1a	
11.09.09	MOE	SDD1a	
<b>6.2 Outwards Correspondence</b>			
18.08.09	Mrs A Cantley	Thank you letter	
26.08.09	MOE – Vivien Knowles	Student placement	
<b>6.3 Matters Arising</b> <b>6.3.1 Counties Manukau DHB</b> Consultation summary document noted. Opaheke School Dental Clinic to close and a site developed on the school grounds for a portable dental clinic. The school can use the current clinic for its own purposes			

<b>7. General Business</b> <b>7.1 PTA Report</b> Sue reported on PTA functions planned. <b>7.2 Reaffirm Truancy Officer</b> Agreed to confirm appointment of Tarras Andrews as the truancy officer for Opaheke School.	
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<p><b>8. Meeting Closed</b>  Meeting closed 9.35m</p> <p>Met in committee</p>	
<p><b>9. Next Meeting</b>  Tuesday      20 October 2009                    17 November 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>	