

Opaheke School Board of Trustees
Meeting Tuesday 16 November 2010 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, M Wratt, G Williams, G Burge.</p> <p>1.2 Apologies A Wickers</p>	
<p>2. Minutes</p> <p>Minutes of the trustees' meeting of 19 October 2010 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 / Changing Room Upgrade Changing sheds almost finished. Flashings on ceiling vents to come. Agreed to approach R25 for design ideas for a mural.</p> <p>3.2 Server Options Discussion on server quotes. Request for two quotes for Technical support for Opaheke School for 2011. Proposal to be emailed to BOT for agreement with view to server installation in January.</p>	
<p>4. Principal's Report</p> <p>Murray presented his report</p> <p>4.1 National Standards Meeting with Alison Davis Tuesday 7 December, 6pm BOT/Senior Staff. To be followed with BOT meeting.</p> <p>4.2 Full Registration Agreed to full registration for Cindy Powell</p>	
<p>5. Financial Report</p> <p>5.1 Monthly Report Report for 31 October 2010 were received. Report adopted.</p> <p>5.2 Budget 2011 Agreed to budget for 2011. Board agreed to fund .7 FTTE</p> <p>5.3 Cleaning Contract Agreed to obtain quotes for cleaning contract.</p> <p>5.4 Internet Reimbursement Agreed to \$75 per full time teacher</p> <p>5.5 Travel reimbursement Agreed to travel reimbursement for full time teachers for travel on school business.</p>	

6. Correspondence			
6.1 Inwards Correspondence			
Date	Name	Description	
	Manukau Special Education	Positive behaviour for learning	
08.10.10	MOE	Charter 2011	
13.10.10	Powerswap Ltd	Offer brokerage power services	
15.10.10	APPA	National Standards	
19.10.10	NZSTA	Subscription	
21.10.10	Rodney Hide Ass Minister Education	Success for All	
25.10.10	NZ Education Gazette	Inc 'Maths at the Standard'	
08.11.10	NZ Education gazette	Inc 'Writing at the Standard'	
	MOE	Funding for Heat Light & Water	
	Principals Today	Gazette	
	PAI	Process diagram	
	MOE	Pamphlets National Standards	
	MOE NZ Curriculum	Mathematics National Standards	
	MOE NZ Curriculum	Reading & Writing Nationals Standards	
	Uni of Auckland	Diploma	
	Education Review office	Notification of Review	
6.2 Incident Reports			
	Nil		
6.3 Outwards Correspondence			
09.11.10	Katrina Tupe	Truancy Officer appointment	
09.11.10	Dave Kiwara	Truancy Officer appointment	
6.4 Matters Arising			
6.4.1 Power Brokerage			
To be looked into.			
6.4.2 Truancy			
Agreed to Katrina Tupe and Dave Kiwara as Truancy Offices on behalf of Opaheke School.			

<p>7. General Business</p> <p>7.1 PTA Mike G reported on PTA meeting. Gala 2011, 6 November Helpers evening 6th December 2010, 7.30pm. First PTA meeting next year 21 February.</p> <p>7.2 Swimming Pool use over holidays Lessons to be held in pool, two weeks in December plus from mid January pool to be used for lessons 9 – 12. Pool Key \$30.</p> <p>7.3 Security over Holidays Extra security to be set up over the holiday period plus alarm response during daytime as well during time Caretaker is on holiday.</p> <p>7.4 Gift Vouchers Agreed to Westfield vouchers for full time and part time staff.</p>	
<p>8. Meeting Closed Meeting closed 10.05 pm</p> <p>Met in committee</p>	
<p>9. Next Meeting Tuesday 07 December Starting 6pm with get together with Alison Davis re National Standards.</p>	
<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>	