

**Opaheke School Board of Trustees  
Meeting Tuesday 19 October 2010 at 7.30pm  
at Opaheke School, Tasman Drive, Papakura.**

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| Richard Warburton (ex IT Support) and Xerxes Saher (current IT Support) presented proposal for future IT at Opaheke School.   |  |
| <b>1. In Attendance</b><br><b>1.1 Present</b><br>G Maclachlan, M Gilmore, M Capper, D Honan, A Wickers, M Wratt, G Williams, G Burge.   |  |
| <b>2. Minutes</b><br>Minutes of the trustees' meeting of 14 September 2010 previously distributed were confirmed and adopted. Grant signed them on behalf of the Board of Trustees as a true and accurate record. |  |

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| <b>3. Matters Arising from Minutes</b><br><b>3.1 Property / Changing Room Upgrade</b><br>Andrew reported on this.<br>Agreed to accept project submission from Tulp & Walker for changing room upgrade.<br>Meeting with David Bowes Wednesday.<br><br><b>3.2 Website Options</b><br>Mike reported on this. Mike to set up template on Wordpress and bring to next meeting.<br><br><b>3.3 Seating Requirements</b><br>Glennis investigate issue of seating. After teacher consultation recommended no more seating as this would mean loss of play space. |  |
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| <b>4. Principal's Report</b><br>Murray presented his report<br><b>4.1 PAI 2011</b><br>Murray briefed BOT on this.<br><b>4.2 Hall Spouting</b><br>Kevin to obtain quotes on Hall spouting. |  |
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| <b>5. Financial Report</b><br><b>5.1</b> Accounts for 30 September 2010 were received. Report adopted. |  |
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| <b>6. Correspondence</b>          |             |                          |  |
| <b>6.1 Inwards Correspondence</b> |             |                          |  |
| <b>Date</b>                       | <b>Name</b> | <b>Description</b>       |  |
| 09.09.10                          | MOE         | Regional News #24 Term 3 |  |

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|------------------------------------|--|-----------------------------------|--|
| 09.09.10                           | ARDS                                   | H & S inspection of Dental Clinic |  |
| 15.09.10                           | MOE                                    | Ops Grant Notice                  |  |
| 16.09.10                           | MOE                                    | Ed Circ 2001/12 Resourcing        |  |
| 20.09.10                           | NZEI                                   | Union meetings                    |  |
| 20.09.10                           | NZ Education Gazette                   |                                   |  |
| 28.09.10                           | Counties Manukau District Health Board | Re: Vision & Hearing test changes |  |
| 11.10.10                           | NZ Education Gazette                   |                                   |  |
| <b>6.2 Incident Reports</b>        |  |                                   |  |
|                                    | Nil                                    |                                   |  |
|                                    |  |                                   |  |
| <b>6.3 Outwards Correspondence</b> |  |                                   |  |
| 18.09.10                           | Robert James & Room 25                 | Thanks for presentation to BOT    |  |
|                                    |  |                                   |  |
| <b>6.4 Matters Arising</b><br>Nil  |  |                                   |  |

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| <p><b>7. General Business</b></p> <p><b>7.1 PTA</b><br/>Grant reported on PTA meeting. Mainly organisation for Gala Day 7 Nov. PMP equipment viewed and demonstrated at PTA meeting.</p> <p><b>7.2 Out Zone Enrolments</b><br/>Murray reported on applications. Recommended accept all applications.</p> <p><b>7.3 National Standards</b><br/>APPA has organised meeting on implementation of National Standards, Wed 27 Oct, Ellerslie Events Centre.</p> <p><b>7.4 Outdoor Education Camp</b><br/>Agreed to Y8 outdoor education camp to be held at Camp Adair 22-25 February 2011.</p> <p><b>7.5 BOT Briefing PAI</b><br/>To be held for BOT members Thursday 21 October, 7 pm at Rosehill Intermediate.</p> |  |
| <p><b>8. Meeting Closed</b><br/>Meeting closed 09.55 pm</p> <p><b>Met in committee</b></p>  |  |

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| <p><b>9. Next Meeting</b><br/>Tuesday 16 November<br/>Tuesday 07 December</p>   |  |
| <p>Signed on behalf of the Opaheke School Board of Trustees as a true and accurate record.</p> <p>Grant Maclachlan<br/>Chairperson</p> <p>Date:</p> |  |