

Opaheke School Board of Trustees
Meeting Tuesday 20 September 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, 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 23 August 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 Grant presented Andrew's report. Rooms 1 & 2 now in use.</p> <p>3.2 Website Options Mike spoke on this. Agreed to progress with Wordpress site building on Mikes set up. Look into provider for service.</p> <p>3.3 IT Inventory Wish list to be made up. Referred to next meeting and budget</p> <p>3.4 After School Care Murray to follow up on parent enquiry.</p> <p>3.5 Teaching and Support Staff Service Tier of gifts for long service discussed. Referred to next meeting.</p> <p>3.6 International Students Mike spoke on his contact with Study Auckland. Murray to visit another school.</p> <p>3.7 Out Zone Applications More applications than usual received so far. Applications close 27 September. Murray given authority to accept which year levels are appropriate.</p> <p>3.8 ICT Policy and Protocols Agreed to accept policy with amendments.</p> <p style="padding-left: 40px;">5.7 Online Publication of student images and work</p> <p style="padding-left: 40px;">1.10 Information Communication Technology</p> <p style="padding-left: 40px;">1.11 Cyber Safety Agreements</p>	
<p>4. Principal's Report</p> <p>Murray presented his report which was accepted.</p>	
<p>5. Financial Report</p> <p>Mike presented August accounts which were accepted.</p> <p>5.1 Fire Extinguishers: Wormald recommended the purchase of six fire extinguishers to replace the hose reels that were taken out with the renovations. Agreed to purchase.</p>	

6. Correspondence			
6.1 Inwards Correspondence			
Date	Name	Description	
24.08.11	2010 Developments Ltd	Building Contract	
24.08.11	MOE	Guidelines	
31.08.11	BEST	Progress Report to PAI	
05.09.11	NZ Education Gazette	Ref CHC ICT article	
06.09.11	MOE	National Standards ESOL	
15.09.11	NZPF	Policy/Education Partnership	
19.09.11	NZ Education Gazette		
19.09.11	NZ School Trustees Ass	Support Staff ratification	
19.09.11	Best PAI	Report	
19.09.11	Ops Grant 2012	Received	
19.09.11	Provisional staffing 2012	Received	
6.2 Incident Reports			
15.09.11	Ezra Williamson	Fracture to left arm	
6.3 Outwards Correspondence			
24.08.11	Brenda Marquet	Thank you presentation	
6.4 Matters Arising			
Best PAI: Accepted report from PAI.			

<p>7. General Business:</p> <p>7.1 PTA Report Grant reported on PTA meeting. Quiz night went well. Gala Day 6 November.</p> <p>7.2 Term Dates 2012: Discussion on this. Agreed to go ahead with dates decided by local principals.</p> <p>7.3 Use Grounds: Agreed to use of grounds on Saturday for a film.</p> <p>7.4 Netball: Letter of thanks to Nicky Lundo Nielsen for her work with the netball teams, plus gift.</p>	
<p>8. Meeting Closed Meeting closed 10.15pm</p>	

<p>9. Next Meeting</p> <p>Tuesday 08 November 2011</p> <p>Tuesday 06 December 2011</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>	