

**Opaheke School Board of Trustees**  
**Meeting Tuesday 23 February 2010 at 7.30pm**  
**at Opaheke School, Tasman Drive, Papakura.**

<p><b>1. In Attendance</b>  1.1 <b>Present</b>  N Shaddick, A Kemp, M Capper, G Maclachlan, S Costello, M Wratt, G Williams, G Burge.</p>	
<p><b>2. Probe Reading Results</b>  Viki Banks presented Probe Reading Results for Year 7 &amp; 8  Viki thanked for her presentation.</p>	
<p><b>3. Minutes</b>  Minutes of the trustees' meeting of 08 December 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>4. Matters Arising from Minutes</b>  <b>3.1 Property Classroom Modernisation</b>  Grant reported on this. Quotes to be obtained for ceilings.  <b>3.2 Security Patrols</b>  Murray reported that Manurewa Schools were looking into a Joint contract with Manurewa and Papakura Schools with First Securities.</p>	
<p><b>5. Principal's Report</b>  Murray presented his report  <b>4.1 National Standards</b>  Alana to be asked to present report to BOT.  <b>4.2 Strategic Plan</b>  Add Nag 2a – Implement reporting expectations according to National Standards.  <b>4.3 Annual Development Plan</b>  Agreed to adoption of annual development plan. Neil/Sue  <b>4.4 Evening for Combined Boards</b>  Thursday 18 March, 7pm, Rosehill Intermediate.  <b>4.5 Student Achievement Report</b>  To be distributed to Board.  <b>4.6 Papakura Education Centre</b>  To close March 2010. Principals to look in to options to keep open.</p>	
<p><b>6. Financial Report</b>  Accounts for year end 31 Dec 2009 were adopted. Neil/Glennis   Mike presented the financial report for January which was adopted. Neil/Murray</p>	

<b>7. Correspondence</b>			
<b>7.1 Inwards Correspondence</b>			
<b>Date</b>	<b>Name</b>	<b>Description</b>	
05.11.09	NZSTA	Membership	
22.11.09	NZSTA	Triennial Elections 2010 – BOT	
Nov/Dec	NZSTA	STA News	
Dec 2009	Education Circular	Changes to National Administration Guidelines	
04.12.09	Office of Auditor General	Audit 2009/2011 approval	
04.12.09	MOE	Statutory annual audit terms of engagement	
17.12.09	NZSTA	Settlement Support Staff agreement	
Dec 2009	MOE	Guidelines Stand-downs, suspensions, exclusions and expulsions	
Dec 2009	MOE	Good practice – managing behaviour	
Dec 2009	NZSTA	2010 Resource Annual	
Dec 2009	NZSTA	Guidelines BOT – Privacy Act	
17.12.09	NZSTA	National Standards	
	QV	Notice of rating valuation	
Term4 09	MOE	Northern Network Team newsletter	
Dec 2009	The Gate	Thank card for support	
04.01.10	NZSTA	Professional development BOT	
11.01.10	MOE	Proposed ballot dates for 2011 out zone enrolments	
22.01.10	NZEI	Primary Teachers Collective meeting	
25.01.10	NZ Education Gazette		
05.02.10	Ian Fletcher	Bible in Schools (CRE) Planner 2010	
05.02.10	NZSTA	Start of Term 1	
07.02.10	NZSTA	Triennial elections what's happening	
09.02.10	Brian Shove	Opake School recent electrical work report	
08.02.10	NZ Education Gazette		
12.02.10	NZSTA	Paid union meeting	
15.02.10	NZSTA	Ratification support staff agreement	
17.02.10	Mayor Papakura	Police pay parade Thurs 4 March 9.30	
19.02.10	ERO	Change in focus for reviews	

22.02.10	NZ Education Gazette		
22.02.10	Tarnya Burge	Thank you card	
22.02.10	Monique Watson	Petition	
22.02.10	NZSTA	Returning Officer's Handbook 2010	

### 7.2 Outwards Correspondence

16.12.09	Mr Brian Shove	Thank you for assistance	

### 7.3 Matters Arising

#### 7.3.1 NZSTA

Agreed to discontinue membership

#### 7.3.2 National Standards

Discussion on national Standards.

Board accepts implementation of National Standards.

## 8. General Business

### 8.1 PTA Report

AGM 15 March, Carnival 26 March, Movie Night 13 Aug, Op Shop Ball 1 May, Gala 7 Nov.

### 7.3 BOT Election

Nomination forms to be posted out by 15 March.

Nominations close noon 21 April

Voting papers distributed by 28 April

Voting day 7 May

Board takes office 14 May.

## 8. Meeting Closed

Meeting closed 10.05 pm

### Met in committee

## 9. Next Meeting

Tuesday 23 March 2010

Tuesday 27 April 2010

Signed on behalf of the Opaheke School Board of Trustees as a true and accurate record.

Neil Shaddick  
Chairperson