

Opaheke School Board of Trustees
Meeting Tuesday 11 September 2012 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, A Cantley, G Burge.</p> <p>1.2 Apologies A Wickers</p>														
<p>2. Minutes</p> <p>Minutes of the trustees' meeting of 21 August 2012 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 Expressions of Interest for Toilet Block Upgrades received. Agreed to put to tender to three companies. Tenders in by 12 noon, 24 September. Dental Clinic Scope of works in progress with John Thrupp.</p> <p>3.2 Website Options Mike reported on this. Attending next PTA meeting to finalise what PTA want on website.</p> <p>3.3 International Students Murray reported on meeting with Asia Aware. Written report for next meeting.</p> <p>4. Principal's Report Murray presented his report which was accepted.</p>														
<p>5. Financial Report</p> <p>Mike presented his report. August accounts</p> <p>Funding and Grant Opportunities When quotes arrive for short throw projectors, send to Deborah with forms</p>														
<p>6. Correspondence</p> <p>6.1 Inwards Correspondence</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Name</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>12.08.12</td> <td>Family First</td> <td>Sex Education presentation DVD</td> </tr> <tr> <td>27.08.12</td> <td>Education Gazette</td> <td></td> </tr> <tr> <td>10.09.12</td> <td>Education Gazette</td> <td></td> </tr> </tbody> </table>		Date	Name	Description	12.08.12	Family First	Sex Education presentation DVD	27.08.12	Education Gazette		10.09.12	Education Gazette		
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6.2 Incident Reports			
	Nil		
6.3 Outwards Correspondence			
23.08.12	Charlotte Walker	Thanks for work with school choir	
23.08.12	Trespass Notice Issued		
07.09.12	MOE	Novopay Issues	
6.4 Matters Arising			
Nil			

<p>7. General Business:</p> <p>7.1 PTA Report: Next meeting 19 September</p> <p>7.2 Thanks: Alana thanked Board for the leave granted to her.</p>	
<p>8. Meeting Closed</p> <p>Meeting closed 09.25 pm</p>	
<p>9. Next Meeting</p> <p>Tuesday 23 October</p> <p>Tuesday 20 Nov</p> <p>PTA Meetings Roster</p> <p>19 Sept Mike C</p> <p>17 Oct Deborah</p> <p>21 Nov Mike G</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>	