

Opaheke School Board of Trustees
Meeting Tuesday 19 November 2013 at 7.30pm
at Opaheke School, Tasman Drive, Papakura.

<p>1. In Attendance</p> <p>1.1 Present A Wickers, M Gilmore, M Morling, J Jury, P O'Halloran, M Wratt, G Williams, G Burge.</p>	
<p>2. Minutes</p> <p>Minutes of the trustees' meeting of 22 October 2013 previously distributed were confirmed and adopted. Andrew 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 Boiler Roof: Have not received official confirmation from Ministry. Turf Quotes: Agreed to look into sand blanket Shade Sails: Application has been sent to Lion Foundation</p> <p>3.2 Murray Farewell Advert in local paper and sent to local High Schools. To be held Wed 4 December.</p> <p>3.3 Y7/8 House Teams Discussion on this from last meeting.</p> <p>4. Financial Report Mathew presented the October accounts which were accepted.</p> <p>4.1 Draft Budget 2014 Budget was accepted</p> <p>4.2 Amenity 2014 Agreed to increase amenity by \$10 to the following: 1 child \$170 reducing to \$160 if paid by 31 March 2 children \$220 reducing to \$210 if paid by 31 March 3 or more children \$260 reducing to \$250 if paid by 31 March Classroom Materials \$12.00 Tech \$75.00</p> <p>4.3 Maintenance Provision Agreed to top up Maintenance provision to match plan by \$11876.00</p> <p>4.4 Change Signatures Authorisation was given to add new Principal, Sean Valvoi as signatory and authorized user of Fastnet Business as from 28 January 2014.</p> <p>5. Principal's Report Murray presented his report which was accepted.</p> <p>5.1 Full Registration Liza Mc Farlane has participated in a course of advice and guidance. Agreed to approve application for full registration.</p> <p>5.2 Teacher Reimbursement Agreed to reimburse travel and internet expenses to full time teachers. Agreed to give a gift to all staff at end of year. Westfield vouchers \$60 full time, \$30 part time.</p>	

6. Correspondence			
6.1 Inwards Correspondence			
Date	Name	Description	
15.10.13	Education Review Office	Notice of Review T1 2014	
22.10.13	Auckland Council	Unitary Plan re: Ardmore Airport	
25.10.13	Education Circular 2013/28	Amendment to NAGs	
29.10.13	NZ Education Gazette	Inc article on teacher well being	
04.11.13	Education Review Office		
11.11.13	MOE	Unitary Plan	
11.11.13	NZ Education Gazette		
12.11.13	NZSTA Brochure		
6.2 Incident Reports			
22.10.2013	Year 1 student	Fractured wrist	
6.3 Outwards Correspondence			
6.4 Matters Arising			
Nil			

<p>7. Health & Safety Jenn and Glennis reported on Health & Safety check. Items to be added to Caretaker's book. Contact John Thrupp re options for area by R19/20</p> <p>8. Fundraising Whitehouse Tavern Trust: Agreed Charlotte to apply for Education Outside the classroom. Pub Charities: Agreed to apply for funding for IPADs for ESOL</p> <p>9. General Business:</p> <p>9.1 PTA Report Jenn reported on this. Carnival 1 November went well. Coming up, Grandparents day, Disco, Hells Pizza, Leaving function.</p> <p>9.2 Sexuality Teaching Information: Agreed to set up a meeting early next year.</p> <p>9.3 Policy 1.14 ESOL Agreed with one alteration</p> <p>9.4 Policy Student Guidance and Counselling Agreed to addition to this policy</p>	
---	--

<p>9.5 School Counsellor School Counselling Report for 2013 received. Agreed to continue in 2014. To be reviewed 2014.</p> <p>9.6 Drum Lessons Agreed not to proceed at this time.</p>							
<p>10. Meeting Closed Meeting closed 10.05 pm</p> <p>Met in Committee</p>							
<p>11. Next Meeting</p> <table data-bbox="383 627 1244 739"> <tr> <td>Wednesday 04 December</td> <td>PTA/BOT/ Murray farewell evening</td> </tr> <tr> <td>Tuesday 10 December</td> <td></td> </tr> <tr> <td>Thursday 12 December</td> <td>Farewell Murray former pupils</td> </tr> </table>	Wednesday 04 December	PTA/BOT/ Murray farewell evening	Tuesday 10 December		Thursday 12 December	Farewell Murray former pupils	
Wednesday 04 December	PTA/BOT/ Murray farewell evening						
Tuesday 10 December							
Thursday 12 December	Farewell Murray former pupils						
<p>Signed on behalf of the Opaheke School Board of Trustees as a true and accurate record.</p> <p>Andrew Wickers Chairperson</p> <p>Date:</p>							