

**Opaheke School Board of Trustees**  
**Meeting Tuesday 21 August 2012 at 7.30pm**  
**at Opaheke School, Tasman Drive, Papakura.**

<p><b>1. In Attendance</b></p> <p>1.1 <b>Present</b>  G Maclachlan, M Gilmore, M Capper, A Wickers, D Honan, M Wratt, G Williams, G Burge.</p>	
<p><b>2. Minutes</b></p> <p>Minutes of the trustees' meeting of 24 July 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><b>3. Matters Arising from Minutes</b></p> <p>3.1 <b>Property</b>  Classroom Modernisation R15, 16, 17 now complete. MOE completion certificate signed off.</p> <p>3.2 <b>Website Options</b>  Mike reported on this.</p> <p>3.3 <b>International Students</b>  Glennis reported on visit to Glendowie School. Murray to contact Anne Henwood to get an overview of scope of project.</p> <p>3.4 <b>Questionnaire – Mid Year Reports and Learning Conferences</b>  Summary of responses distributed. Murray spoke on this.</p> <p>3.5 <b>Start &amp; Finish Dates 2013</b>  Teacher Only Day Friday 1 Feb. Pupils start Monday 4 February, last day of school 18 December.</p> <p><b>4. Principal's Report</b></p> <p>Murray presented his report which was accepted.</p> <p><b>3.1 School Choir</b>  Letter of thanks to Charlotte Walker for training Choir for Papakura Principals Music Festival.</p>	
<p><b>5. Financial Report</b></p> <p>Mike presented his report. July accounts</p> <p>5.1 <b>Five Year Maintenance Painting Schedule</b>  Schedule set up by Greenstone group has maintenance provision as at end of 2012 at \$84110. Agreed to make up short fall as journal entry in accounts.</p> <p>5.2 <b>5YA</b>  Agreed to progress with Capital Works. Toilet Upgrade to be put on GETS for expressions of interest. Aim to complete job over January holiday period.</p>	

<b>6. Correspondence</b>			
<b>6.1 Inwards Correspondence</b>			
<b>Date</b>	<b>Name</b>	<b>Description</b>	
27.07.12	AARDS	Confirmation of Dental Clinic closure	
27.07.12	Accelerated Learning in mathematics	Y6 & Y4 Report	
30.07/12	NZ Education Gazette		
06.08.12	MOE	AKL School Condition Assessment Report	
13.08.12	NZ Education Gazette		
	Rainbow Reading Report Terms 1 & 2		
<b>6.2 Incident Reports</b>			
	Nil		
<b>6.3 Outwards Correspondence</b>			
30.07.12	V McFlinn / G Williams	Thanks for Literacy Conference presentation	
	Trespass Notice Issued		
<b>6.4 Matters Arising</b>			
<b>6.4.1 National Standards Data</b>			
Request for Data on national Standards. Agreed to send.			
<b>6.4.2 Dental Clinic</b>			
Letter confirming closing of Dental Clinic and building now passed over to BOT use.			

<b>7. General Business:</b>	
<b>7.1 PTA Report:</b> Report on PTA meeting. School Carnival Friday 9 November 4 – 7 pm Movie Night Fri 14 September – Donation of \$150 towards costs. BOT to pay further \$150.00	
<b>7.2 Out Zone Enrolments:</b> Agreed to alter time frame to close applications on 18 October, ballot on 26 Oct.	
<b>7.3 New South Wales Science Tests:</b> Murray reported on these.	

<p><b>8. Meeting Closed</b> Meeting closed 10.05 pm</p>	
<p><b>9. Next Meeting</b>  Tuesday      11 September  Tuesday      23 October  Tuesday      20 Nov</p> <p><b>PTA Meetings Roster</b>  19 Sept      Mike C  17 Oct      Deborah  21 Nov      Grant?</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>	