

Opaheke School Board of Trustees
Meeting held on Tuesday, 17 February 2015 at 7.30pm
At Opaheke School, Tasman Drive, Papakura

Present: Andrew Wickers, Jenn Jury, Glennis Williams, Mike Gilmore, Mathew Morling, Patrick O'Halloran, Sean Valvoi

Minutes Secretary: Kathy Brinsden

Meeting was handed over to Sean for the election of the Chairperson. Jenn nominated Andrew, Matt seconded the nomination - the vote was unanimous. Andrew Wickers retained his position as the Board Chairperson.

MINUTES:

Matters arising from minutes:

Teacher Registrations: New Zealand Principals Federation stated there is no hard and fast rule about the Board of Trustees paying Teacher Registrations. **Patrick is still waiting to hear back from his contact.** Issue to be tabled until Patrick hears back.

Sean has not had any time available to follow-up on Radio Station. **Patrick offered to contact Si-Tech for a quote.**

Board Meetings: Sean has suggested that the number of Board meetings each year be lessened – with the prerequisite that there are still three in the fourth term. The Board are willing to trial this and see how it goes. **Sean to look at dates and send out to Board Members for consideration.**

Minutes of 9 December 2014 were passed as a true and correct record.

Moved: Mike Seconded: Jenn

CORRESPONDENCE:

Inwards Correspondence:

As tabled.

NZSTA Memo re negotiation of Cleaners and Caretakers Collective.

NZSTA website has been updated – Andrew suggested all Board Members sign on and have a look. AGM for NZSTA on 4 July 2015.

Churches Education Commission information pack received. Mike asked what the Board thought about continuing to use their curriculum structure. **Andrew suggested that the Board table this until Jenn has the chance to collect data on this.**

Outwards Correspondence:

None.

Moved: Mike Seconded: Glennis

NAG 1 – CURRICULUM:

Principal's Report:

As tabled – school roll at 587.

Charter:

As tabled. Sean asked Board Members to peruse and send feedback.

My Mobile Learning:

Sean reported that this has been received better than expected with over 100 student owned devices present in the classes.

Andrew inquired re computers from Microsoft (as mentioned at last meeting). Sean stated that Microsoft are dragging their feet. The question was asked as to whether the lack of computers would slow the introduction of My Mobile Learning for Year 5s and 6s. Sean stated this issue will be looked at closer to the time.

Brainwave Trust:

Brainwave Trust as suggested by Angela Futter – this evening is scheduled for Wednesday, 4 March 2015 from 7pm to 8.30pm. This is to be publicised to parents shortly. There will be no cost to parents as the school will cover the cost.

NAG 2 – DOCUMENTATION AND REVIEW:

Self Review Checklist:

Nothing to be presented.

Statement of Physical Force and Corporal Punishment policy needs to be displayed and advertised in the school newsletter for two weeks for parents to peruse and give feedback.

Emergency Management Plan link was sent out. Everyone was in agreement with this plan. **Andrew to have a more detailed look at this and send feedback to Sean.**

Family Fun Night:

Changes to the evening will now include children visiting the classes first instead of at the end of the evening.

NAG 3 – PERSONNEL:

NAG 4 – FINANCE AND PROPERTY:

Finance Policies:

Finance and Property Guidelines were moved and adopted for the 2015 year. This NAG is to be reviewed later on this year.

December and January Accounts:

A draft copy of both accounts were presented to the Board.

Accounts accepted.

Moved: Matt

Seconded: Patrick

Andrew suggested that some of the surplus funds the Board has in the bank be used on areas of the school that need attention or resources (eg furniture) that needs replacing. The Board agreed.

Sean has a list of areas that need work.

Grants Update:

It was moved that the Board would apply for funding from Trillian Trust for the installation of a Radio Station at Opaheke School.

Moved: Patrick Seconded: Glennis

Jenn to chase up quote for Pool Seating and forward this to Patrick.

Property Update:

Room 19 & 20 Upgrade:

Tender in at \$94,000 from Gartshore Construction. Property Consultant required to upgrade 5ya so that funding can be reallocated for this project.

Moved: Andrew Seconded: Mike

New Telephone System:

Sean has been made aware of the fact that our telephone system needs an upgrade – OCL have quoted \$4050.00 for this job. Sean asked that the Board approve spending of this amount.

Moved: Andrew Seconded: Jenn

NAG 5 – HEALTH AND SAFETY:

Incident Reports:

Nothing to report.

Hazard Report:

Kathy and Sean to find out when Health and Safety funds in 5ya can be accessed and can this be allocated to future projects.

NAG 6 – LEGISLATION

SHA Opaheke:

SHA – cannot see any movement in the foreseeable future.

PTA Report:

Nothing to report.

Foreign Exchange Students:

10 students and 10 parents – Y5/6 age. They would be here from July to August. Sean to investigate procedures and what is required from the school and provide feedback to the Board Members.

Solar Power:

Jenn asked if the Board were okay with her investigating Solar Power for the school. Everyone agreed with her following this up.

Meeting closed 10.00pm.

Next Meeting: 31 March 2015
19 May 2015
23 June 2015
11 August 2015
22 September 2015
20 October 2015
17 November 2015
8 December 2015

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

Andrew Wickers,
CHAIRPERSON.

Date: