

Opaheke School Board of Trustees
Meeting held on Tuesday, 22 September 2015 at 7.30pm
At Opaheke School, Tasman Drive, Papakura

Present: Andrew Wickers, Jenn Jury, Glennis Williams, Sean Valvoi,

Apologies: Matt Morling, Mike Gilmore, Patrick O'Halloran

Minutes Secretary: Kathy Brinsden

Minutes:

Minutes of Meeting held on 18 August 2015 were tabled as a true and correct record.

Moved: Andrew Seconded: Jenn

CORRESPONDENCE:

Inwards / Outwards Correspondence:

Correspondence as tabled.

Moved: Jenn Seconded: Glennis

Counsellors Report:

Circulated to all Board Members prior to meeting. Accepted as tabled.

NAG 1 – CURRICULUM

Microsoft:

Thanks to the hard work of Nikkie Laing we have been selected to be a Microsoft Showcase School. This means that our school will be open to visits from other schools. Notification of this will become official on 20 November 2015.

Board visit through Y7/8 classes and Hub (R19 & 20):

Andrew has been through the 'Hub'. The rest of the Board have been invited to visit anytime they like.

Literacy Day:

The Literacy Team held a Literacy Day on 15 September. The whole event was a huge success and well received by the parents who attended.

Jenn commented on how successful the evening appeared to be and the fact that a huge number of teachers were present on the night.

Life Education:

The Life Education van will be here at the beginning of next term for our Y5-8 students who will participate in Puberty Talks.

NAG 2 – DOCUMENTATION AND SELF REVIEW

2016 Dates:

The start dates for 2016 were submitted to the Board – 2 February 2016 to 15 December 2016. These dates were accepted by the Board.

Moved: Andrew Seconded: Jenn

Nag 4 Policy Review:

Nag 4 Policies have been on display in Reception for the past two weeks. To date no feedback has been received. A motion was put forward to pass these as presented.

Moved: Glennis Seconded: Sean

Board Assurance Checklist:

Section 6 – Asset Management was presented. There are a few items to follow up with.

NAG 3 – PERSONNEL

Teacher Registration:

All teachers are fully registered to date. Notification has been received from the Ministry of Education to advise that schools are no longer permitted to pay for Teacher Registration as this is deemed to be a conflict of interest. Teachers whose registration expires before the end of February 2016 have already had their applications submitted and registration paid for.

Ratify Staff:

Nikkie Laing's appointment to Associate Principal was ratified.

Moved: Sean Seconded: Jenn

NAG 4 – FINANCE AND PROPERTY

August Accounts:

In Matt's absence accounts for August were presented as tabled.

Kathy advised that interest for Term Investments will show in both the September and November accounts as this is when our term investments come up for renewal.

Andrew commented on the fact that there is a \$60,000 surplus at present and asked that Sean look at what expenses we are expecting for the rest of the year and whether there are some areas in need of attention that could be a focus for absorbing this.

Moved: Andrew Seconded: Glennis

Grants Update:

Trillian Trust declined our second application for funding for the Radio Station equipment. Andrew moved that Sean go ahead and purchase this equipment from school funds so this activity can get off the ground.

Moved: Andrew Seconded: Jenn

It was decided that we would apply to the Whitehouse Tavern Trust for a grant to cover the purchase of some equipment for our Perceptual Motor Programme. Lesley has already done a list of equipment required. **Kathy to obtain a quote for this equipment.**

Pool seating installation to go ahead in the school holidays. The PTA have agreed to pay for the cost of this.

Property Update:

Sean and Kathy have spent time this week meeting with prospective Property Managers. To date they have met with Opus and MPM Projects. There is still one more left to meet with.

NAG 5 - HEALTH

Fire Drill:

A whole school Fire Drill was completed on 2 September 2015. Everything ran very smoothly.

Incident Reports:

6 x Incident Reports were presented to the Board. Jenn inquired as to where the report for Cen Grayer was as she was aware that he had been involved in an accident at school. Kathy said she knew that the report had been completed, she will look into this and send a copy of the report to the Board of Trustees.

One of the incident reports involved a child colliding with one of the Netball Poles on the school concrete areas. The Board would like netball protection pads purchased for these poles. **Kathy will organise the purchase of these items.**

Hazard Report:

Walk around and report to be completed tomorrow.

NAG 6 – LEGISLATION

Out-Of-Zone Enrolments:

All out of zone enrolments have been accepted.

Principals Report:

As tabled.

PTA Report:

Carnival coming up.

GENERAL BUSINESS:

Lunch Eating Times:

Next term we are trialling new lunch eating times. The school bell will sound for the start of lunch at 11.50am when the children will go out to play. Then another bell rings at 12.35pm when they stop playing and start eating. The bell then goes at 12.50pm for the children to pack up and head back to class.

We will wait to see how this works out.

Meeting closed 8.50pm.

Next Meeting:

27 October 2015
24 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: