

Opaheke School Board of Trustees
Meeting held on Tuesday, 23 September 2014 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

MINUTES:

Minutes of the Board meeting held on 26 August 2014 were passed as a true and correct record.

Moved: Jenn Seconded: Mike

Matters arising from minutes:

Sean put forward the idea of the funding for the Electronic Sign Board – it was moved that although we have a grant application lodged for the remaining \$10,000 if this is not successful that we go ahead with the purchase of this board with the idea that we will have a Spellathon early next year to recoup the cost.

Moved: Sean Seconded: Jenn

CORRESPONDENCE:

Mike drew the Boards attention to a number of articles he had read in the Education Gazettes that he thought were well worth reading.

Education Gazette 25 August 2014 – Volume 93 Number 15

- * The Digital Bard – e-learning article
- * Learning App for Te Reo

School News Term 3 2014 – Issue 26

- * Time to upgrade your wireless microphones

Moved: Mike Seconded: Glennis

NAG 1 – CURRICULUM:

BYOD Update:

Almost one month into use now. 26 students have their own devices – the classes are now trialling different learning environments. Students who do not have their own devices are using computers from the COW. There will be a review next term to see that all is well and what will happen with regards to rolling this out to all Year 7 & 8 classes at the beginning of 2015 and Year 5 & 6 mid way through next year.

Andrew questioned whether there had been any security issues. There is nothing to report the only incident this far was 1 broken screen. Sean is investigating cabinets to store devices in. Mike questioned how the students were coping with Office 365. Sean said there were no problems and that the students love it.

NAG 2 – DOCUMENTATION AND REVIEW:

NAG 3 - Update:

No feedback from parents with regards to Nag 3 - policies signed off.

Andrew asked with the introduction of the Vulnerable Children's Act do we need to relook at our school policies. It was decided that the recent review of NAG 5 policies covered this.

Self Review Checklist:

ERO Assurance Review Tool - Section 2 - Curriculum check list 5-10 – number 5 not completed to be completed in Term 4. Number 10 - Health Curriculum consultation in progress.

NAG 3 – PERSONNEL:

Staffing 2015:

Provisional staffing 2015 is 1.3 teachers up on beginning of 2014.

Advertisement placed in Education Gazette for 2 x experienced teachers.

Advertisement for DP position will be submitted to Education Gazette online this week. Will be advertised in Education Gazette hard copy first week back next term.

Composite classes for Year 1 & 2 classes being looked at for 2015.

Principal's Appraisal Survey:

Staff have been sent a survey via email which enables them to reply directly to Jim Ball (Principal's Appraiser). Support staff have been given a hard copy of the exact same survey (with a self-addressed envelope addressed to Jim Ball) to complete also.

Sean has suggested that the Board of Trustee Members receive a survey also. These will be sent by mail directly to the Board Members.

NAG 4 – FINANCE AND PROPERTY:

August Accounts:

August accounts were discussed.

Accounts accepted

Moved: Matt

Seconded: Glennis

It had also been noted that even though the 2013 accounts were discussed at our May meeting they had not been passed. Matt moved that the 2013 Audited accounts be accepted.

Moved: Matt

Seconded: Jenn

Grants Update:

It was resolved that we would apply for the following funding:

- * ASB Quick Response Grant Application for an IT Grant of \$5,000 for ipads for the Junior School
- * Grassroots Trust Limited – for Projectors and TVS

Kathy to organise these applications.

Moved: Patrick

Seconded: Mike

Eftpos Machine:

The ASB has provided the school with a Merchant Number - we are now awaiting EFTPOS NZ's installation of this machine.

Property Update:

John Thrupp has completed adjustments for Room 19 & 20 plans. Kathy organising registration with GETS to send out for tenders for this work.

Special Housing Project:

Sean attended a meeting with respect to the Special Housing Area project for Bellfield Road, Opaheke. The project is intended to create a community of 350 houses with a recreational area. The plans are still at the concept stage at the moment.

The two questions Sean asked remain unanswered – the impact of traffic on Opaheke Road and the impact on the school with the increase of houses in our enrolment area. With this project moving ahead these questions will need to be answered.

With the increase in housing in our area the Board will also need to carefully consider the number of out-of-zone enrolments they accept over the next couple of years.

NAG 5 – HEALTH AND SAFETY:

Incident Reports:

3 x Reports sent to Work Safe NZ –

Full reports held at school.

Hazard Report:

Glennis walked through the school and found no Hazards – all good.

PRINCIPALS REPORT:

As of 23 September 2014 a Yr 1 child has been stood down for 3 days. This was imposed due to a build-up of incidents – Sean has spoken to the mother and the child will return Monday, 13 October 2014 (first day of Term 4).

As tabled.

Moved: Sean

Seconded: Mike

Counsellors Report:

As tabled.

PTA REPORT:

Carnival work still progressing.

Movie Night - 5 September 2014 raised over \$700
BBQ Bunnings - 6 September 2014 raised just over \$250

GENERAL BUSINESS:

50th Jubilee:

Just over 3 years away – Andrew suggested the Board look at starting to put money towards this event – perhaps with the idea of looking for someone to come on board now to start the organisation process. Perhaps the introduction of a Facebook page or a Jubilee Roll Page inserted on the Website.

November Meeting – date change:

The October meeting has been amalgamated with the November meeting which will now be held on 11 November 2014.

Amenities for 2015:

Amenities amounts were discussed and it was decided that they will remain the same for 2015 as they were in 2014.

Moved: Sean Seconded: Matt

Meeting closed 9.20pm.

Next Meetings:	Tuesday	11 November 2014	7.30pm
	Tuesday	9 December 2014	7.30pm

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

Andrew Wickers,
CHAIRPERSON.

Date: