

Opaheke School Board of Trustees
Meeting held on Tuesday, 31 July 2018 at 7.00pm
At Opaheke School, Tasman Drive, Papakura

Present: Jenn Jury, Sean Valvoi, Dylan Weymouth, Glennis Williams, Andrew Wickers, Patrick O'Halloran

Apologies: Louisa Hunter

Minutes Secretary: Kathryn Windleborn

Minutes of previous meeting held on 26 June 2018:

Sean is still looking into the national staff turnover rate.

The Minutes for the 26 June 2018 were accepted as a true and correct record.

Moved: Andrew Seconded: Patrick

Correspondence

As tabled.

NAG 1 - CURRICULUM

Religious Instruction

Discussed email Sean received from a parent and Board agreed all points are reasonable and will be actioned in the future.

Bible classes are only half an hour per week, not one hour as advised at the 10th April BOT meeting.

Feedback – Reporting to Parents

As tabled.

Board suggested we could add a page on our website with a video and brief on what to expect and how the Student Led Conferences work.

Box for returning the feedback forms should be left at reception.

Overall Board are happy with how it all went and the feedback received.

NAG 2 – DOCUMENTATION AND SELF REVIEW

BOT Work Plans

As tabled.

Policy Review – NAG 2 and NAG 4

NAG 2 Review – No feedback received from parents, board approved changes and signed.

NAG 4 Review – Copy given to Andrew, Dylan and Sean. Meeting is set for next Monday 6pm.

Out of Zone Enrolments

Out of Zone enrolments are due to begin in August.

Moved to allow Sean to set the numbers for next year based on the information he will have at the time of the ballot.

Moved: Jenn Seconded: Andrew

NAG 3 – PERSONNEL

Contract Negotiations

Advised there is a possibility the strike could be for a full day, NZEI went into negotiations again today. We may not know the final decision until the week of the strike. Board will vote on school closure details via phone/email once the decision has been made.

Sean to add to the next newsletter about the upcoming strike on the 15th August so that parents can be made aware.

Staffing

Room 12 started this term with SK as the teacher.

We have a new NZ Sign Language Teacher (LG) who started this term. New staff member ratified.

Resignation letter received from CM. BOT will respond with letter to confirm acceptance.

NAG 4 – FINANCE AND PROPERTY

Finance Report

As tabled.

Depreciation is under budgeted for 2018 by approximately 30k which will need to be offset from other areas. Cyclical Maintenance to be reviewed.

Moved: Dylan

Seconded: Jenn

Approved Property Plan

Boiler replacement will be the priority with the retaining wall next priority. Sean to start meeting with companies to put these in motion.

Grass Roots Application

Application was successful for 10k, we need to provide audit trail after money is spent.

Motion for BOT to purchase rugby and netball uniforms with the grant money. BOT to fund additional costs of up to 2K for these.

Moved: Patrick

Seconded: Glennis

NAG 5 - HEALTH

Health and Safety Update

As tabled.

Road patrol policy has been reviewed by Sean who will take it to the next H&S meeting for review before placing it at reception for parents to review.

Grip edging has been ordered for stairs outside the Junior Hub.

Incident Report

No incidents to report since the last BOT meeting.

NAG 6 – LEGISLATION

Board of Trustees Timesheet

Checked and signed.

PRINCIPAL'S REPORT

As tabled.

PTA REPORT

Dylan to be the Board Representation at next meeting 15th August.

GENERAL BUSINESS:

Jubilee

Grant application for the Mural was successful for 2k.
Jenn will attend the next Team Leader meeting to discuss what may be expected.

Online Issues and Complaints

An email was sent out last week to remind parents of the process around issues and complaints and to advise them on the law around 'Causing harm by posting digital communication'.

**Meeting closed 8.55pm.
Next meeting to be held on Tuesday, 11 September 2018 at 7.00pm
At Opaheke School, Tasman Drive, Papakura**

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


Jenn Jury,
CHAIRPERSON.

Date: 11/9/18