

Ōpaheke School Board
Meeting Monday 13 May 2024 at 7.00pm
At Ōpaheke School, Tasman Drive, Papakura

Present: Jenn Jury, Jade Tawhiti, Elizabeth van der Klip, Alex Banfield, Doug Johnson, Moe Tu'ipulotu

Apologies: Sonjia Peck

Minutes Secretary: Kathryn Windleborn

Karakia

Minutes of previous meeting held on 18 March.

The minutes for the 18 March 2024 meeting were accepted as a true and correct record.

Moved: Doug

Seconded: Moe

Carried

In-committee minutes from 18 March will be tabled for approval at the next meeting.

CORRESPONDENCE

As tabled.

Emails received from SchoolDocs.

ACTION PLAN

As tabled.

Elizabeth has spoken to Jeffrey who has confirmed an online collaborative workspace is possible; she will email board members to confirm their email addresses and organise to get this set up. We can check access and Elizabeth will show everyone how this new platform works at the next meeting.

BOARD WORK PLAN

As tabled.

The 2023 accounts have just been sent back to Kathryn from the auditors today, Kathryn will email them to the Board to see prior to sending into the Ministry by the end of the month.

We have not heard from ERO as a school or a Board recently, Jade will contact ERO to ask if there are any checks we should be doing to stay on top of our obligations.

PRINCIPAL'S REPORT

As tabled.

Discussed potential ideas for the ILE upgrade which is currently open for tender. When a successful contractor has been confirmed a scope will be presented to the Board to confirm and prioritise the different options.

Board requested the Health and Safety team advise in their report to confirm that action has been taken for each identified hazard as well as ensuring there is a running record of hazards kept. Jade will pass this feedback onto the Health and Safety team.

FINANCE

The Finance Report for March and April were tabled and accepted.

Moved: Jade

Seconded: Jenn

Carried

Alex will check and sign accounts, reconciliations, bank staffing and journals after the meeting.

POLICIES

Updates have been made to policies as per email from SchoolDocs.

Term 2 review policies as per the SchoolDocs email to Board is due for those that want to review policies.

All Term 2 assurances have been made as per the SchoolDocs 2024 Review Schedule and Board Assurances document.

PTA REPORT

The last PTA meeting was the AGM. Office holders remain the same. Funfest date was locked in for 8th November.

The next PTA meeting is 22 May.

GENERAL BUSINESS

Journey to te Tiriti o Waitangi

As tabled.

Jenn talked about the journey and highly recommended other Board members attend if they get the chance in the future. It was a very insightful weekend.

BOARD TIMESHEET

Board checked and signed timesheet.

'In Committee' matters

The Board moved to 'In Committee' status at 8:18pm to protect the privacy of the staff concerned.

The meeting commenced again at 8:21pm.

Playground Grant Update

We applied to Dragon Community Trust for funding to replace our senior playground twice, once in the March funding round and once in the April funding round. Both applications were declined due to insufficient funds.

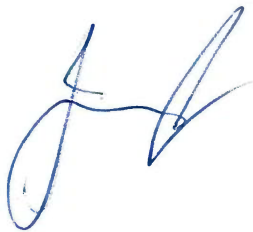
Jenn will contact Renee Seales (PTA) to have a discussion on how we should move forward from here.

Meeting closed 8:30pm

**Next meeting to be held on Monday, 17 June 2024 at 7.00pm
At Ōpaheke School, Tasman Drive, Papakura**

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

Jenn Jury,
PRESIDING MEMBER.



Date: 17/6/2024