

Ōpaheke School Board
Meeting Monday 5 August 2024 at 7.00pm
At Ōpaheke School, Tasman Drive, Papakura

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

Apologies: Jade Tawhiti

Minutes Secretary: Kathryn Windleborn

Karakia

Minutes of previous meeting held on 17 June.

The minutes for the 17 June 2024 meeting were accepted as a true and correct record.

Moved: Alex

Seconded: Moe

Carried

CORRESPONDENCE

As tabled.

Emails received from SchoolDocs.

ACTION PLAN

As tabled.

Elizabeth is still working on this, she will talk to Jade to confirm who the owners will be so that the set up can be finalised and the content moved over ready to start using.

Jenn has not been able to make contact with Renee to date, Kathryn to contact the brokers who were suggested by Park Supplies and Playgrounds to see if we can get the ball rolling through one of them.

Tabled the Board Code of Conduct.

Tabled updated RAMS from Chosen Valley Christian Camp and ratified e-motion to approve self-catering the Year 6 camp using Moonlight Catering and charging the students \$90.

BOARD WORK PLAN

As tabled.

Jade to email the Board his thoughts around Out of Zone Enrolments for 2025. Board questioned if it would be beneficial to ask our current students if they have siblings due to start in 2025 to give us a more accurate indication of this.

The last Biennial Health and Curriculum Survey was delayed until March 2023, this means the next one is now not due until March 2025. Board discussed if March is the most ideal time of the year to do this or is there a better time of the year to deliver it. Kathryn to send out copy of last one to the Board. Jade to let the Board know about his thoughts around this at the next meeting.

PRINCIPAL'S REPORT

As tabled.

Discussion around Student Led Conferences and how we could improve on these in future.

Discussed the Mid-year Achievement Report. Board requested Jade to advise at the next meeting if there is anything he can think of that the Board can do to help lift achievement or Jade can email if he believes it would benefit the students to discuss an option earlier.

FINANCE

The Finance Report for June was tabled and accepted.

Moved: Jenn

Seconded: Doug

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 3 review policies as per the SchoolDocs email to Board is due for those that want to review policies. Term 3 assurances as per the SchoolDocs 2024 Review Schedule and Board Assurances document to be made at next meeting.

PTA REPORT

PTA are looking for parent helpers for the Funfest coming up in November.
Next PTA Meeting is 21st August.

GENERAL BUSINESS

Nothing to discuss here.

BOARD TIMESHEET

Board checked and signed timesheet.

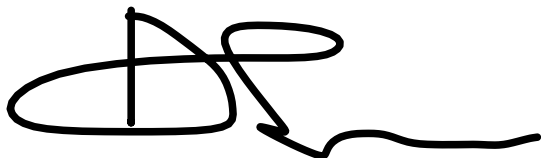
'In Committee' matters

**The Board moved to 'In Committee' status at 8:30pm to protect the
privacy of the staff concerned.**

The meeting commenced again at 8:45pm.

**Meeting closed 8:45pm
Next meeting to be held on Monday, 9 September 2024 at 7.00pm
At Ōpaheke School, Tasman Drive, Papakura**

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

A handwritten signature in black ink, appearing to be 'Doug Johnson', with a stylized, looped design.

Doug Johnson,
VICE PRESIDING MEMBER.

Date: 14/09/24