

**Ōpaheke School Board
Meeting Monday 4 May 2026 at 7.00pm
At Ōpaheke School, Tasman Drive, Papakura**

Present: Jade Tawhiti, Elizabeth van der Klip, Doug Johnson, Jono Francis, Kirsty Harris, Norman Olago, Ray Chan

Minutes Secretary: Kathryn Windleborn

Karakia

Minutes of previous meeting

The minutes for the 23 March 2026 meeting were accepted as a true and correct record.

Moved: Jade

Seconded: Kirsty

Carried

CORRESPONDENCE

As tabled.

Board Matters email with webinars available for Board members who would like to do these.

Emails received from SchoolDocs.

ACTION PLAN

As tabled.

Steve has advised the required ceiling tiles are no longer available to purchase new, he is waiting to source some from a future refurbishment project of a building with these tiles. We could potentially look at using some of the tiles from a less public area, such as the resource room, in the meantime to ensure items don't fall on or around students in the classroom.

Jade is still investigating options for a lock on reception door. Current recommendations through the council is either a building consent for a lock on the door or applying for an exemption for the lock. He is also looking into another alternative with a Fire Department contact and the possibility of obtaining a copy of the egress pathways for our school from Wormald.

Auckland Transport called today and advised the contractors are looking to do the road improvements on Tasman Drive and Opaheke Road in June, we are waiting on final design so be emailed through and will send this to the Board once we have it.

BOARD WORK PLAN

As tabled.

Job descriptions are all signed.

PRINCIPAL'S REPORT

As tabled.

Discussed Assessment Reports for reading, writing and mathematics, Board are happy with these.

Jade to contact McDonald's to discuss working together to encourage attendance. Possibly regular vouchers for students.

Board motioned to fund the remaining \$37,150 on top of the already budgeted \$10,000 for the astro-turf and fence replacement project on the courts. Additional Board funding to come from 2025 surplus. Look to repurpose the existing fence that will be removed.

Moved: Doug

Seconded: Jono

Carried

Board discussed progressing with the Cyclical Maintenance painting as per quote with the addition of a few other small areas which could do with painting to use the available funds already put aside for this year.

Looking to complete this in the July school holidays.

Health and Safety Report tabled.

FINANCE

The Finance Report for March was tabled and accepted.

Moved: Ray

Seconded: Elizabeth Carried

Ray to check and sign accounts, journals, reconciliations, and bank staffing after the Board 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 2026 Review Schedule and Board Assurances document.

PTA REPORT

Jono attended the last PTA meeting, he passed on feedback from the Board Community Survey around the request for more disco/activity type fundraisers and less food selling fundraisers. The PTA would like access to the results that mentioned PTA activities and fundraising events so that they can take this into account in their planning. The Board are happy for Jono to pass this on.

GENERAL BUSINESS

BOARD TIMESHEET

Board checked and signed timesheet.

'In Committee' matters

The Board moved to 'In Committee' status at 8.48pm to protect the privacy of the staff concerned.

The meeting commenced again at 9.08m.

Meeting closed 9.08pm

Next meeting to be held on Monday, 8 June 2026 at 7.00pm

At Ōpaheke School, Tasman Drive, Papakura

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

Doug Johnson,
PRESIDING MEMBER.



Date: 08/06/26