

Postal Address
1 Cutts Crescent
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MINUTES OF THE BOARD MEETING
HELD ON 17TH FEBRUARY 2026

The meeting opened at 3.30pm.

1. OPENING

1.1 Karakia - All

2. ADMINISTRATION

2.1 Present - Cassey Prentice, James Hawkes, Fiona Callen, Sandy Cook, Rob McCarthy, Ryan Stillwell

2.2 Minutes - Kalene

2.3 Apologies - Nil

2.4 Elect Presiding Member

Resolved:

James Hawkes is unanimously nominated as Presiding Member, and appointed .

Carried.

2.5 Delegations

Resolved:

The Board approves the Schedule of Delegations for 2026.

Carried.

2.6 Code of Conduct - All members signed

2.7 Declarations of Interest – Relevant members signed

2.8 Confirmation of Previous Minutes

Resolved:

The minutes of the previous meeting (25th November 2025) are taken as read and confirmed as a true and accurate record.

Carried.

3. MATTERS ARISING

Task	Status	Responsibility
Grant applications for Kapa Haka uniforms.	Two quotes are needed, as well as Board Resolutions, with the aim of submitting them in early April.	Fiona
CCTV System upgrade	Quotes are needed to install more outdoor Wi-Fi cameras (same as our current ones) around	Cassey

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	the school. Aaron Jones to quote on installation and hardwiring.	
Capex Fundraising	Staff to determine (Items from last year include painting on the concrete court,	Cassey
Paddling Pool Deck	Submit grant applications for a shade-sail cover to be erected.	Fiona
Marketing Plan	Board to decide from the boards perspective Ridgeview's Point of Difference for Marketing Plan. Cassey to get back feedback from community, students and teachers.	Board
	Marketing plan from colleague as a reference.	Rob
Camp	Investigate whether there is a way of crossing the creek	Cassey

4. BUSINESS

4.1 Principal's Report

Resolved:

The Principal's Report is received, and information noted.

Carried.

4.2 Finance

Resolved:

The Board notes the financial report.

Carried

4.3 Banking Staffing

Resolved:

The information from the Banking Staffing Report is received and approved

Carried

4.4 Health and Safety

Resolved:

The Board receives and notes the Health and Safety information

Carried

4.5 Attendance Management Plan

Resolved:

The Board approves the attendance management plan.

Carried

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4.6 EOTC

Resolved:

The Board approves the EOTC proposals for the Zoo trip and At School Camp.

Carried

4.7 Teacher ResearchED Conference

Resolved:

The Board approves for teachers to attend the researched conference on Saturday 1st May and use the staff teacher only day as a day in lieu.

Carried

4.8 Revised 2026 Budget

Resolved:

The Board approves the revised 2026 budget.

Carried

4.9 Policy changes with Stand Down, Suspensions and Expulsions

Resolved:

The Board receives and notes the information regarding policy changes with Stand Down, Suspensions and Expulsions.

Carried

4.10 Principal Goals for Professional Development 2026

Resolved:

The Board receives and notes the principal's goals for professional development for 2026.

Carried

4.11 Policies

- Alcohol, Drugs, and other Harmful Substances Policy
- Sun Protection
- Digital Technology and Online Safety

Resolved:

The Board reviews and approves the above policies.

Carried

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4.12 Creditors

Resolved:

The Board approves the creditors for:

- November 2025 - \$35,988.89
- December 2025 - \$145,409.33
- January 2026 - \$73,366.81

Carried

5. CLOSING

5.1 Karakia - All

Upcoming Meeting:

Tuesday 31st March 2026 at 3.30 pm

Meeting Closed:

5.30 pm

Signed: _____

A handwritten signature in blue ink, appearing to be 'JH', written over a horizontal line.

Date: _____

31/03/26

James Hawkes

Presiding Member – RidgeView School Board