

Postal Address
1 Cutts Crescent
Paremoremo
Auckland
0632

Telephone - 027 593 5963

office@ridgeview.school.nz
www.ridgeview.school.nz



**Ridgeview
School**

MINUTES OF THE BOARD MEETING **HELD ON 21st OCTOBER 2025**

The meeting opened at 3.32pm.

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 Confirmation of Previous Minutes

Resolved:

The minutes of the previous meeting (2nd September 2025) are taken as read and confirmed as a true and accurate record.

Carried.

2.5 Confirmation of Delegation Minutes

Resolved:

The minutes of the delegation meeting (14th October 2025) are taken as read and confirmed as a true and accurate record.

Carried.

3. MATTERS ARISING

| Task | Status | Responsibility |
|--|---|-----------------------|
| The grant application for Kapa Haka uniforms has been submitted. | Two application have been unsuccessful. Will reapply next year. | Fiona |
| CCTV System upgrade | <ul style="list-style-type: none">Quote received to upgrade box and clean camerasRyan and Cassey to investigate the options of replacing with a cheaper version. | Cassey Ryan |
| Concrete painting | Will look at next year. | |
| Driveway replacement quote by Streetworx | Closed – as Abbotts was the principal contractor, works needed to be completed by them. | Cassey |

Postal Address
1 Cutts Crescent
Paremoremo
Auckland
0632

Telephone - 027 593 5963

office@ridgeview.school.nz
www.ridgeview.school.nz



**Ridgeview
School**

| | | |
|---|--|-----------------|
| International Students application | More documents have been submitted, and will hopefully be approved by the end of the year. | Cassey |
| 2026 Teacher Aide Restructuring process | Report back to Board so they can determine next steps. | Cassey |
| Paddling Pool Deck | James and Cassey to discuss. | James Cassey |
| Pool CCTV – apply for a grant | Fiona and Cassey to discuss. | Fiona 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 notes the Health and Safety information

Carried

4.5 Strategic Plan

Resolved:

The Strategic Plan update for 2025 is received and noted.

Carried

Resolved:

The Board agrees to provisionally approve the Strategic Plan for the 2026-2028 period, recognising potential adjustments.

Carried

Postal Address
1 Cutts Crescent
Paremoremo
Auckland
0632

Telephone - 027 593 5963
office@ridgeview.school.nz
www.ridgeview.school.nz



**Ridgeview
School**

4.6 Attendance – Term 3 2025

Resolved:

The Board notes the attendance information for Term 2, 2025.

Carried

4.7 2026 Term Dates

Resolved:

The Board approves the term dates for 2026.

Carried

4.8 2026 Teacher Aide Restructuring Process

Resolved:

The Board delegates authority to the Principal (Cassey Prentice) to go back to the Teacher Aides through her consultative process, on the basis that we will reduce staffing by one person, as well as a reduction of hours for the remaining three.

Carried

4.9 2026 Teacher Only Days

Resolved:

The Board approves the teacher only days for 2026.

Carried

4.10 Policies

- **Bullying and Harassment**
- **Behaviour Management**
- **Minimising Physical Restraint**

Resolved:

The Board reviews and approves the above policies.

Carried

4.11 Creditors

Resolved:

The Board approves the creditors for August 2025, for the amount of \$75,102.52, and September 2025, for the amount of \$27,859.61.

Carried

5. GENERAL

5.1 In-Committee

Postal Address
1 Cutts Crescent
Paremoremo
Auckland
0632

Telephone - 027 593 5963
office@ridgeview.school.nz
www.ridgeview.school.nz



Resolved:
The Board move into committee at 5.26
Carried

Resolved:
The Board move out of committee at 5.27.
Carried

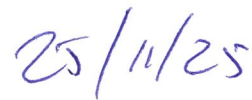
6. CLOSING

6.1 Karakia - All
Upcoming Meeting: Tuesday 25th November 2025 at 3.30 pm
Meeting Closed: 5.30 pm

Signed: _____



Date: _____



James Hawkes
Presiding Member – RidgeView School Board