

08/11/2022



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RidgeView School

MINUTES OF THE BOARD MEETING **HELD ON 18th OCTOBER 2022**

Present: Rachael Kemball, Katrina Hart, Liz de Kort, Derek Morrow, Lisa McLachlan, Anna Boardman
Minutes: Kalene Meumann

Meeting opened at 6.07 pm.

1. OPENING

1.1 Karakia - All

2. ADMINISTRATION

2.1 Election of a Presiding Member

Resolved - Liz de Kort is nominated, and accepts the position of Presiding Member

Rachael / Katrina Carried

2.2 Apologies – Nil

2.3 Declarations of Interest – Liz de Kort, Katrina Hart, Derek Morrow, Lisa McLachlan and Anna Boardman have no new declarations of interest. Rachael Kemball added a declaration of interest.

2.4 Signing of Code of Conduct

2.5 Confirmations of Previous Minutes

Resolved - The minutes of 9th August 2022 are taken as read and confirmed as a true and accurate record.

Liz / Derek Carried

3. MATTERS ARISING

Task	Responsible	Due Date
Ridgeviews' Tiriti o Waitangi Policy meets all the guidelines for our Tiriti obligations	Rachael	Completed
Consult physical restraint guidelines when they become available	BoT	Await MoE guidelines
Complete school brochure to show what Ridgeview has to offer and attract new enrolments	Rachael	Update at meeting
Provide Rachael with the financial calculation (bank amount / number of children).	Liz	Complete



4. ACTION ITEMS

Task	Responsible
Two picnic tables were donated by Opening Doors, and need to be added to the asset register	Kalene
Terms and conditions of use for opening the pool to the community needs to be decided. We need to find information from other schools on how they do it (e.g. how much they charge for the key, rules for using the pool).	Lisa
Board to decide when and how the pool will be opened.	Board
Reschedule 5YA process meeting before the end of the year.	Rachael
Investigate how we can dig the trampoline into the ground, and how much it is going to cost.	Rachael
Board to ensure all procedures and practices relating to the stand-down/suspension/exclusion and/or expulsion of any student are implemented in accordance with the relevant provisions of the Education and Training Act 2020, the Education Stand-down, Suspensions, Exclusions, and Expulsion Rules 1999 and guidance issued by the Ministry of Education.	Board
The last meeting of the year has been changed to Monday 5 th December 2022.	Kalene

5. BUSINESS

5.1 Principal's Report

Resolved – The Principal's Report is received, and information noted
Liz / Anna **Carried**

5.2 Finance Report

Resolved – The Financial Report as at the 31st August 2022 is received, and information noted.
Liz / Anna **Carried**

5.3 Banking Staffing

Resolved – The Banking Staffing Report as at the 4th October 2022 is received, and information noted.
Liz / Anna **Carried**

5.4 Health and Safety Information

Resolved – The Health and Safety Information in this report is received and noted.
Liz / Anna **Carried**

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5.5 MOE School Donation Scheme

As we have a current Equity Index of 463, the school is able to join the MoE School Donation Scheme. This scheme pays \$154 per child provided that we do not ask parents for the school donation. Rachael has carried out consultation with some parents.

Resolved – The Board agrees that RidgeView School join the MoE School Donation Scheme.
Liz / Anna **Carried**

5.6 Water Infrastructure

The Department of Corrections currently supply our fresh water. They have approached the MoE with a proposal to reroute and replace our waterpipes. We will need to budget for water rates going forward.

Resolved – The Board agree to the proposal that the Department of Corrections update our water pipes as long as the work is agreed to by the Ministry of Education and the Ridgeview School Board
Liz / Anna **Carried**

5.7 Trampoline

The Board agreed that the trampoline gifted to the school should be dug into the ground, so that it is at ground level.

Resolved – The trampoline will be installed on the school grounds
Liz / Anna **Carried**

5.8 Board Assurance Form

The Board is working through the board assurance document as part of the ERO review.

Resolved – The Board Assurance Form will be completed in anticipation of ERO's visit to the school.
Liz / Anna **Carried**

5.9 2023 Term Dates

Rachael advised that teacher only days are not in the current schedule and will be added at a later stage.

Resolved – The term dates for 2023 are approved and accepted.
Liz / Anna **Carried**

5.10 Grant for interactive panels

Resolved – The Board gives permission for the school to apply for a grant of \$20k from Dragon Community Trust to purchase interactive panels.
Liz / Anna **Carried**

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5.11 Board approval for upcoming trips

- Resolved –** The Board approves the following trips
- Whole school gymnastics trip to North Harbour Gymnastics 4 November 2022
 - Super Cluster Athletics at Kristin School 29 November 2022
 - Whole school market day at school 7 December 2022
 - Year 5/6 end of year trip to Parakai Pools 14 December 2022
 - Whole school trip to Greenwich Gardens to perform excerpts from our production date tbc.

Liz / Anna

Carried

5.10 Physical Restraint

- Resolved –** The Board delegates authority for Physical Restraint of students to the Principal.

Liz / Anna

Carried

5.11 Policies for Ratification

- Resolved –** The Board approves the amended Protected Disclosures Policy.

Liz / Anna

Carried

- Resolved –** The Board approves the amended Board Member Code of Conduct Policy.

Liz / Anna

Carried

- Resolved –** The Board approves the amended Positive Behaviour Expectations Policy.

Liz / Anna

Carried

5.12 Creditors for August and September

- Resolved –** The Board approves the creditors for August 2022, for the amount of \$15,884.72 including GST.

Liz / Katrina

Carried

- Resolved –** The Board approves the creditors for September 2022, for the amount of \$25,577.97 including GST.

Liz / Katrina

Carried

7.0 CLOSING

7.1 Karakia - All

Upcoming Meeting:

Tuesday 8th November at 6 pm

Meeting Closed:

8.00 pm

Signed: _____

Date: _____

Liz de Kort

Presiding Member – RidgeView School Board