

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 13TH MAY 2025**

Present: Liz de Kort, Cassey Prentice, James Hawkes, Fiona Callen, Derek Morrow, Sandy Cook

Minutes: Kalene Meumann

Meeting opened at 5.31 pm

1. OPENING

1.1 Karakia - All

2. ADMINISTRATION

2.1 Apologies – Nil

2.2 Confirmation of Previous Minutes

Resolved - The minutes of 24th March 2025 are taken as read and confirmed and are a true and accurate record.

Carried

3. MATTERS ARISING

Task	Responsibility	Due Date
The FORS Facebook Chatgroup has been deleted. Fiona to set up another chat to advise of future events. The Matariki Breakfast and OKE Trust Working B will be held on the 21 st June. Fiona and James to check whether sport are on for that weekend.	Fiona Cassey James	To advise in next meeting
A draft strategic priorities list to be drawn up.	Cassey	Complete
Advise community of Sandy's appointment to the board.	Cassey	Complete
Delete the email Board address used by Liz as the Presiding Member	Cassey	Complete
Purchase a farewell gift for Daniel Kemball	Cassey	Complete
Investigate draft Presiding Member delegations and will share with the Board.	James	To advise in next meeting

4. ACTION ITEMS

Task	Responsibility
Parents interested in joining the Board to be invited to a meeting.	Cassey

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5.1 Principal's Report

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

Carried

5.2 Finance

Resolved - The Financial Report for March 2025 is received, and information noted.

Carried

Resolved - The Board approves the Creditors for March 2025, for the amount of \$118,216.67 including GST, and for April 2025, for the amount of \$40,298.77 including GST.

Carried

5.3 Banking Staffing

Resolved - The Banking Staffing Report is received, and information noted.

Carried

5.4 Health and Safety

Resolved - The Health and Safety information is received, and information noted.

Carried

5.5 Strategic Plan

Resolved - The Strategic Plan updates are received and noted.

Carried

5.6 EOTC Permission

Resolved - The Board approves the EOTC trips planned for Term 2.

Carried

5.7 PB4L

Resolved - The Board approves the allocation of the PB4L funding of \$10,000.

Carried

5.8 Policies

Resolved - The Board reviews and approves the following policies:

- Planning and Preparing for Emergencies, Disasters, and Crisis;
- Communication During an Emergency, Disaster, or Crisis;
- School Closure

Carried

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5.9 Election Preparation

Our triennial election is on the 17th September 2025. All parent positions and the staff position will become vacant.

6. GENERAL BUSINESS

6.1 Correspondence

By email, the Board agreed that James Hawkes would continue as the Board representative on the Kahui Ako Stewardship Group

7. CLOSING

7.1 Karakia - All

Upcoming Meeting:

Tuesday 17th June 2025 at 5.30 pm

Meeting Closed:

6.36 pm

Signed: _____

Date: _____

17/06/25

James Hawkes

Presiding Member – RidgeView School Board

