



Minutes for Tahatai Coast School Board of Trustees Meeting

24th November 2020 – 6.15pm

In Attendance: Matt Skilton, Eliot Hall, Donna Te Wheoro, Tim Acker, Daniel Elliott, Tony Burnette, Ali Teo

Actions from 27th October 2020:

1. Tim to thank the PTA for their donation towards the playground - Thank you sent to them. Was well received by the PTA committee
2. Tim to email Justin & Tony to thank them for the new trailer - Thank you sent, they weren't expecting a thank you, so were very appreciative to receive one
3. Dan & Eliot to look at BOT options for XOTF - Done, to be discussed further during this meeting

Minutes from 27th October 2020, Moved Eliot , Seconded Donna

1. End of Year Student Achievement Data (Matt presented Darren's report)

Matt went through the report and explained the data in more detail. There was a lot of discussion about the data and questions asked from the BoT, which Matt answered. New students have skewed the data with them coming in at a lower level. Matt explained the table and how this year was unique with Covid. We compared the data to last year. Maori achievement is down, we have had an influx of Maori students this year across all year levels. We are holding our own, discussions are ongoing within the whanau teams to help achieve the data results we are aiming for. Boys' writing continues to be a concern. Matt explained the variances etc across the curriculum areas and what the data is showing.

He shared the feedback on 'where to from here' and how the whanau leaders discussions and ideas on how to achieve them will happen within the various programmes we have, eg. Quick 60, Rainbow Reading. Our Maori achievement plan is being actioned.

There was discussion around the graphs that were produced showing each year level and numbers that were below, at and above in the curriculum areas.

Targets for 2021 were explained and how these are worked through and will be implemented. Maori achievement is going to be a strong focus, along with boys writing. Whanau leaders need to be released more to get around the classrooms and see the students that are struggling.

Looking ahead to next year's data, it would be good to compare 2019 data to 2021 data since 2020 with Covid didn't give the most accurate data. With tracking individual children and their results to the targets set, a request was made for the BoT to see their achievement data midway through 2021 to gauge how they are tracking.

Elit to thank Darren for the work put into the report.

2. Finance (Matt & Donna)

Taken as read

- It was tabled that the Property bank account was not needed anymore so to close the account. All agreed to close the account and transfer the money into the main account.
- Main points of the Executive summary were discussed.
- The 2021 Budget was presented and discussed.
- Ideas and "wishlist" spending for 2021 were discussed.
- Matt asked for BoT approval for the purchasing and install of 4 air conditioning units for rooms 1-4. All were in agreeance for this to happen and approval was given. Tim & Tony have some contacts and will follow up with getting them to quote.
- Discussion around purchasing the van. All agreed that we need to purchase one and this needs to be done in early 2021.

3. Curriculum (Matt)

Taken as read

3.1 Discussion around the proposal from Adam McLean (Bay Music School). Is the BoT happy to offer music tuition to the school in 2021? Yes all happy for this to go ahead

3.2 Community Survey Results - taken as read. Matt went through briefly some of the one word responses we have had so far.

3.3 Tahatai Values Branding was shared from the work that Lorin has been doing. Matt explained how Loren designed the branding.

4. Policies

Taken as read

Thanks to Shona for the work she does with the policies.

5. Property Report (Tim)

Taken as read

- Admin remedial work, work has now started back after the MOE has approved more funding. There is still a lot to discuss around the admin block and the "like for like" that we are getting. Are we happy to take what we are given or do we want to upgrade to the 21st century not back to 1996 when it was first built.
- The new caretakers shed - we are still waiting for this, Frequency are blaming council consent.
- Modular roll growth classrooms, work is going well. Kids Club is in the process of moving back in.
- Matt has negotiated with MOE a 50/50 cost split for a terraced deck between the two breakout spaces. This would be a cost of between \$15-20k for the school but would be an opportunity not worth missing. Matt asked for BoT approval to action this. [Approval given](#)
- The playground is due to be finished by the end of next week.

6. Principals Appraisal (Tim)

Taken as read

Tim read through the concluding statement from Rex Allott's report. Great report, Matt is doing a great job leading the school.

Tim tabled about extra remuneration for Matt around the extra work he is continuing to do with all the building projects that are going on in the school at the moment and International students. Concurrence around financial compensation was discussed. [All in agreement with this happening.](#) Tim will look at how to apply for this.

7. Principals Report (Matt)

Taken as read

Key points mentioned from Matt:

- Puhi & Toa - will seek student feedback
- Banking staffing - working towards a zero balance by the end of March 2021
- Uniform - will keep pricing as is at the moment. Big push for all new kukri uniforms to be worn in 2021.
- Reading Recovery great work from Charlotte for funding received for 2021
- 10 International students for 2021
- Big thank you to the BoT for their ongoing support

8. Whare Shirts (Tony)

Tony thanked Eliot & Ali for their support with the Whare Shirts.

3 shirts have new sponsorship, they are from:

Body in Motion, Fresh Choice, Height Protection/Exceed (will share).

Two companies are in the process of deciding. Sponsors get ongoing media coverage through Facebook, school newsletter and corflute advertising out the front of the school.

Tony put towards a proposal for having company signage out the front of the school, like a sponsors wall to help get fundraising towards the school van. Signs will all be the same size and fonts to help keep it tidy. [All agreed it was a great idea.](#)

9. Wrap Up

- **Board Tahatai Family Christmas (Eliot)**

BoT stall and organisation was shared and discussed

- **TCS Staff Christmas Party**

BoT was approached to help support the staff christmas party. [\\$40 a head was agreed by the BoT.](#)

- **BoT Dinner**

Board dinner will be at Izakai at Bayfair 8 December time TBC

Meeting closed: 8.47pm

Next Meeting: Tuesday 23 February 2021 at 5.30pm

Board Chair:

Date:

Actions before next meeting:

- **Eliot to thank Darren for the work put into the End of Year Student Achievement report.**