



Minutes for Tahatai Coast School Board of Trustees Meeting

28th November 2023 – 5.30 pm

In Attendance: Matt Skilton, Tim Acker, Gemma Tebble, Claire Wills, Dan Elliott

Apologies: Donna Te Wheoro, Cory Sweeney

Welcome to: Darren Scott, Lorin O'Reilly, Natasha Ballantyne

Actions from 31st October 2023:

- Revisit the 2024 PLD for more discussion - **Will talk through during the meeting**
- Wheelie bin and evacuation bags - priority for next meeting - **In progress, keep as an action for the next meeting**
- XOTF - Matt to email organisation for the BoT stall - **Matt will email out a plan on Wednesday 29th November**

Minutes from 31st October 2023, Moved Claire, Seconded Dan

1. Website Update (Lorin)

Lorin presented an update on the progress of updating the school website. Lorin and Darren have had regular meetings and Lorin outlined what they have decided needs updating and the content needed, how it will work and be presented. Collating and defining the content type was a key point. They have also been working with Sheldon from the developing company, InBox Design. Lorin shared what it will look like, the work they have done so far and how the website will look when finished. She shared what is left to do to complete the website. They are hoping it will be "live" in early 2024. All agreed it is looking great and an improvement on the current website, a huge appreciation for the work that has been done so far.

2. Numeracy Report (Natasha)

Taken as read

Natasha summarised the report.

- The 2024 Prime costings were shared
- Natasha is attending the Maths Leadership courses that are run once a term, she is finding these really valuable

- The Maths staff meeting was very successful with good engagement from staff
- Teachers are currently doing an inventory on resources they have
- 2025 Prime Version 2 orders will need to be ordered before June 2024 and paid in 2024, there is a substantial discount by ordering this early

Great report and thanks to Natasha for the job she is doing leading the Maths Curriculum.

3. End of Year Achievement Report (Darren)

Taken as read

Darren outlined the report and briefly went over the results in Maths, Reading and Writing. There are a lot of positive results in this year's achievement results.

He shared the emerging ideas for suggested targets for 2024. Observations and Where to from Here? were also shared and talked through.

Will be interesting to see what impact the new Ideal Literacy programme has on the 2024 achievement results.

4. 2024 Planning Overview (Matt)

Taken as read

- No updates from the previous overview tabled at the last meeting.
- CRT has now been finalised. Acknowledgement to Kirsten Bell for the time tabling work she put in around the CRT timetable.
- Fixed term release contracts were talked through
- 2024 PLD was discussed

5. 2024 Draft Budget (Matt)

Taken as read

A brief discussion was had around the amounts budgeted for each code. [All happy for the budget to be finalised](#)

6. Finance Report

Taken as read

Donna (emailed through Tim), acknowledged Tracey and the team on the work being done with the finances. This is reflected in the Management Reports that are accurate and easy to read.

7. Strategic Plan 2024-2026 (Matt)

Taken as read

Matt briefly talked through the Strategic Plan and the work he has done on this so far. He spoke about each of the Goals and how we will achieve them.

8. Year 3 & 4 and Year 5 & 6 Whānau Reports

Taken as read

A brief discussion was had, all agreed they were great positive reports.

9. Sponsorship (Claire)

- Signs all full on the fence
- A company has mooted the idea of doing a contra deal in lieu of having a sign on the fence if a space becomes available. A discussion was had whether this would work or not. A decision was made to defer this to be discussed at a later date if a space becomes available.


10. Wrap Up (Tim)

Ngā Potiki representation on the Board:

They have said it is up to the Board to make the decision. An email will be sent to all board members to make a decision on this.

Meeting closed: 7.12pm

Next Meeting: 27 February 2024 (TBC)

Board Chair: 
TIM ACKER

Date: 1/12/23

Actions before next meeting:

- Wheelie bin and evacuation bags - priority for next meeting