



Minutes for Tahatai Coast School Board of Trustees Meeting

26th March 2024 – 5.30 pm

In Attendance: Matt Skilton, Tim Acker, Gemma Tebble, Claire Wills, Dan Elliott, Cory Sweeney, Ngākohu Papuni

Apologies: Donna Te Wheoro

Welcome to: Darren Scott

Actions from 27th February 2024:

- Ngākohu met with Board members on the 4th March to explain why he wants to join the TCS Board as a Ngā Potiki representative - **The meeting went well and Ngākohu presented well and has since been asked to join**
- Matt to continue updating the property report he has created to present at the March meeting - **This is ongoing and will be presented at each meeting**

Minutes from 27th February 2024, Moved Claire, Seconded Dan

1. Strategic Plan (Matt)

Matt shared the paper copy of the A3 Strategic Plan posters to go up in the school. All agree it is looking great and will be awesome to have these on display.

Went through the in depth plan and discussed how we will show progress through the goals over the year (highlighting system).

2. AOV and 2024 Targets (Darren)

Main points:

- School wide targets - Part of the school annual reports
- Shows progress made over past year's targets
- The percentages are based on data from previous year
- Large focus on writing especially with Maori males
- How we will target those needed
- Actions - what did we do, what were the results, explanations as to why
- In depth look into 2024
- Noticed the changes that structured literacy has made on the school, having 3 unit leaders across the school and taking our time working through the platform. This is enabling

consistency across the school. Staff are reviewing their practices. Term 2 focus will be reading since we did spelling this term.

- Te Reo maori is starting in term 2 for the staff, this will hopefully uplift maori achievement. Positive mindsets that they will achieve.
- Maori students have been identified as targets for each whanau - these results will be shared with the board in twice this year
- Attendance - shared the attendance review for 2023. Working well towards our 2024 targets. Few strategies in place to keep attendance up, eg tracking system, incentives, consistent messages for the whole school, creating a culturally safe environment
- Partnership with whanau, a lot more families in the school we haven't always seen eg. cultural evening tomorrow
- Whare system has been a big hit with the students
- Students seem confident in their learning

Darren also thanked the Board for the money available to buy more resources to enable the school to run the structured literacy programme effectively.

3. Property Update (Matt)

Few updates from last meeting.

- Fire alarm system is under tender and is number one priority. Will take remainder of 5YA funds which impacts refurbishment of kids club
- Kids Club - on hold waiting to hear regarding the fire alarm system. Should have answers by next week
- Roll growth classroom - priority 2. Looks like it'll arrive in September
- Kai Growers landscaping - retainer wall, excavation and pouring of concrete pad, pergola installation. All kai growers equipment to be stored here instead of Greg's shed. Garden beds to be moved to allow for landscaping and for internal access to the rubbish bins
- Grass turf being placed outside the koru room and the empty space outside room 21
- Mini putt installation in empty space in the middle of scooter track
- Bike Bay - priority 2. Remove the existing fence and flax garden. Concrete this and install new fence and gate and scooter stands
- Hall basement - parking this for now as it is with the Ministry
- Water play area - agreed PTA funding. Matt wants to do some more research about what equipment to get. This will be for the play area near Kids Club
- Netball courts - Matt is still waiting for QS report from Stratum Civil Engineering

4. Policy review (Matt)

Taken as read. Board has reviewed EOTC, learning support and international dispute resolution scheme.

5. Principal's Report (Matt)

Taken as read.

Main points:

- Cultural Evening tomorrow night, thanks to Hayley for initiating this
- Molly Masters (Te Aihe) and Sherallee MacFarlane (taking over Anna Price in room 19) appointed and will start in term 2
- Teachers have a paid union meeting tomorrow at 1.30pm. School closing early

- Details for the whanau leaders PLD trip to Melbourne finalised
- International marketing trip - Rowan and Matt to go for the Korean Times Korea Fair in August. **The Board agreed that they support this.** Matt will email a detailed marketing travel proposal for online Board approval.
- Health and Safety - have had a few incidents, been looked into and satisfied they were awkward falls
- PTA - hosting two upcoming events. A colour run in May and a casino night in August. Board agrees these are great ideas for events, awesome for the new PTA crew to want to get involved with fun events
- Kahui Ako 2025 suggested start dates shared with Board

6. Enrolment Review

The school is up for an enrolment review. Some mapping to look at for zoning questions. The review will be sent to the board members to look at.

7. Finance

Taken as read.

8. Sponsorship Signs

Two empty spots available. Commercial Signs no longer a silver sponsor.

Meeting closed: 6.50pm

Next Meeting: Tuesday 28th May 2024

Board Chair: 
Tim Acker

Date: 10/4/24