



# Minutes for Tahatai Coast School Board of Trustees Meeting

26th November 2024 – 5.30 pm

**In Attendance:** Tim Acker, Donna Te Wheoro, Dee Piermarini, Claire Wills, Matt Skilton

**Apologies:** Cory Sweeney, Gemma Tebble, Dan Elliott, Ngākohu Papuni

**Welcome to:** Darren Scott, Natasha Ballantyne

## **Actions from 29th October 2024:**

- Matt to look at more consistency around the end of year yearbook - Matt spoke with Bec about the 2024 Yearbook. Matt is looking to allocate a unit for this mahi moving forward. Staff yet to be appointed to this responsibility. Will be drafting a JD around expectations and standards

**Minutes from 29th October 2024, Moved Claire, Seconded Donna**

## **1. Numeracy Report (Natasha)**

Taken as read

- Acknowledgement to the teachers for their expertise and knowledge, students are engaged in learning. Main goal is to ensure the teachers are confident in delivering the new curriculum.
- We are in round 2 for the Ministry resources, they will be delivered sometime mid term 1
- Alayne Sharp will be Maths co lead in 2025 with Natasha
- Change is happening from 1st to 2nd edition of Pr1me books
- Hugely successful TOD on the 15th November which was Maths focussed around the new curriculum, big thanks to Alayne and Pauline Uden for their help with leading this. Great having support staff join in as well.
- Darren has applied for PLD in Maths for 2025 (like we received for literacy this year)
- Thanks to the Board for their dedication towards supporting the students and teachers through the curriculum change

All agreed a great report and thanks to Natasha for the work she's doing with Numeracy.

## **2. End of Year Achievement Report (Darren)**

Taken as read

Darren went through the achievement results. Māori male and female achievements have been a real focus both for TCS as well as nationally overall. He explained the results for males and females at each year level and in each curriculum area.

- We've had pleasing results with our targets
- Writing will be a major focus in literacy for 2025
- Having Literacy and Numeracy evenings for the community in 2025 will be a new initiative
- Co leading of Literacy is working well

All agreed a great report and good to see improvements in areas.

### **3. Principals Report (Matt)**

Taken as read

- Ra Whakangāhau was a huge success
- Tūpuna book from the Whakamana programme is a brilliant project
- Our two AP's, (Kirsten & Charlotte) will step up while Darren is on Study Leave for 2025. Miriam Collins will step up for Kirsten to cover some of her work, Elle Buys will start in Te Aihe to cover for Miriam
- Whaea Louise has accepted a position at Mt Maunganui College. Toni Loveridge has been appointed to take over from her in Room 2 in 2025
- Summary shared of contracted hours for personnel for 2025
- Second round of PLD literacy funding for years 4-6 has been successful
- Roll growth classroom finished
- Netball/Tennis courts refurb work has started
- Tower Block toilets work will be completed during the school holidays
- Security cameras - Hikvision the supporting operating system is now beyond capacity so we need to remove Hikvision and upgrade to a server based model called NX Witness. Is the board happy for Matt to proceed with this and sell the old Hikvision boxes? - [All agreed for this to happen](#)

XOTF - Board stall. Tim asked for more people to jump in from the Board to help, this was discussed and jobs allocated etc

#### Policies:

#### **Changes - Internal Reviews (Actions)**

##### **Performance Management**

- Processes have been clarified for the principal, teaching staff, and non-teaching staff.

##### **Professional Development**

- Good employer requirements have been clarified, and how professional development should align with the strategic direction of the school.

##### **Staff Leave**

- Legislative and employment agreement requirements have been updated. Information about cashing up annual holidays has been clarified, and information about discretionary leave has been included.

##### **Media**

- The process for interacting with the media has been clarified.

## Staff Conduct

- The policy has been reorganised to clarify conduct expectations and the process for managing conduct concerns.

## 4. Finance (Donna)

Taken as read

- Final budget presented. [All happy for it to be finalised](#)
- We are applying for grants to the Grassroots Trust for sports uniforms, Akarana Community Trust for tech needs and to Pub Charity Limited for tech needs - [All happy for this to proceed](#)

## 5. School Vans (Tim)

Do we want to look at renting out the vans?

A discussion was had around this and a vote taken which was unanimous on not hiring them out.

## 6. Wrap Up

Board get together will be on Wednesday 18th December, Tim will email details out to board members.

Meeting closed: 6.58pm

Next Meeting: Tuesday 25th February 2025

Board Chair: 

Date: [28/11/24](#)