



Minutes for Tahatai Coast School Board of Trustees Meeting

25th March 2025 – 5.30 pm

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

Apologies: Ngākohu Papuni, Cory Sweeney, Donna Te Wheoro

Welcome to: Jemima Steel, Trudi Farrelly, Miriam Collins

Actions from 25th February 2025:

- Tim & Dee will go over the current code and make it more clearer and easier to read with guidance and wording from the NZ School Boards Association website - **Dee has completed this and will be talked about during the meeting**
- Concerns & Complaints policy - This policy to be reviewed by the board - **To be pushed out to May 2025 meeting**
- Set up a working group within the board to help get the new Staff Leave Without Pay policy written - **Finalised by Tim, Matt & Dee, will be talked about during the meeting with a staff member using it to apply for leave.**

Minutes from 25th February 2025: Moved Dee, Seconded Dan and all agreed to approve

1. Year 0-2 Update (Miriam, Trudi & Jemima)

Taken as read

Jemima leads the year 2 Tui whānau, which is made up of 6 classes. A dynamic group of teachers each with their own expertise. There are 169 children throughout the whānau. CRT time is really appreciated and how it has been timetabled this year. They have trialled a manaakitanga space to have available at lunchtimes for those children in year 0-3 who find the playground daunting at lunch times, there are sometimes up to 30 children in the area with various activities on offer to the children. There is a roster of staff who volunteer their time to oversee the activities They are currently in the process of Beach Education trips which are going great. Prime maths is slowly starting to be implemented within the team.

Trudi leads the year 1 Piwakawaka whānau which is made up of 5 classes. Again a great group of teachers. There are 101 children within the whānau. Focussing on explicit teaching, which is having positive results and great engagement from the students. They are implementing the iDeal approach to structured literacy, using an I do, you do, we do approach. Prime big books are being used for maths, planning for an hour of maths a day. Beach Education trips are also currently being attended.

2. Board Code of Conduct (Tim)

Thanks to Dee for all the work she has put into this. There are some wording changes that have been changed, this was discussed briefly.

With Cory, Donna & Ngākohu not attending this meeting, we will make this an action to finalise at the next meeting.

3. Principals Report (Matt)

Taken as read

Main points:

- The annual plan has been completed and aligns with the strategic goals. Matt went through how this will work and he explained what each tier is within the context of the new curriculum for target students.
- An outside provider has been contracted to facilitate the year 4-6 school production this year, ticket costs of \$20 per senior citizen/child (up to 16) & \$25 per adult were seen as fair.
- Decided not to go ahead with swimming for the year 3-6 students this year. Year 5-6 opted out to allocate the funding towards their camp costs. Year 4 teachers were concerned about the disruption the swimming causes to the teaching and learning timetable. There is no guarantee that the funding will be available as in previous years. We aim to have the year 3's attend later in the year hopefully.
- Parking and parent behaviour after school can sometimes be very scary. Numerous emails have been sent to the community about parking on yellow lines and the use of the controlled road patrol crossings rather than crossing in the middle of the road. We are working with TCC Travel Safe and the council parking wardens. Matt & Tim will send out correspondence from the Board about their concerns around this behaviour.
- Parent information evening being held in term 2 around the structured literacy programme
- A Leave Request Form Seeking Board Approval from a staff member requesting 4 weeks LWOP was discussed at length. Was put to the vote: leave was approved by majority vote
- TKT has sent through marketing dates for the 20th & 21st September in Seoul, other dates in Daegu and or Jeonju for the 18th & 19th September. Matt will attend the marketing trip departing on 16th September. Matt will email the board with more details and costs for board approval.
- Kai growers area is now complete, looking great, just painting to finish off
- Astro turf damage, waiting for report from Tiger Turf to go to the insurance company
- Cushion fall on the playground now completed, repairs to be done on both playgrounds, Matt will get more costs and email out to board for approval.
- Boundary fence on the field side needs repairing. A neighbour has emailed with a quote they have received for a ½ share to fix their part of the fence. Action: Matt will assess the boundary fence to gauge the worst areas. He will get more quotes to compare the costs.

4. Policies (thanks to Shona)

Taken as read

6.45pm went into committee, out of committee 7.06pm

5. Finance (Matt)

Taken as read

Do we want to put the money from the International Cleared funds into a Term deposit? Matt and Tracey will get rates and email out to the board to get their approval.

6. Wrap Up (Tim)

- Learning conferences: a reward for the staff was talked about to thank and show appreciation to the staff for the hours put into having the conferences over 2 afternoons/evenings. Decided to link this to the end of term Board drinks on 11th April.
- BoT visit/walk around to go through the classrooms and see the teaching that is happening. This will be organised for a time early in term 2. Idea to pair up so it's not so daunting to have everyone in one classroom. Gemma will talk to Kirsten to organise the best date and time for this to happen.
- Attendance summary: A request for this to be included in the Principal's Report.

Meeting closed: 7.18 pm

Next Meeting: Tuesday 27th May 2025

Board Chair:


TIM ACKER

Date:

27/3/25

Actions before next meeting:

- Concerns & Complaints policy - This policy to be reviewed by the board (carried over from March's meeting)
- With Cory, Donna & Ngākohu not attending this meeting, finalise the Board Code of Conduct at the next meeting.
- Matt will assess the boundary fence to gauge the worst areas. He will get more quotes to compare the costs.