



Minutes for Tahatai Coast School Board of Trustees Meeting

2nd December 2025 – 5.30pm

In Attendance: Tim Acker, Dee Piermarini, Matt Skilton, Hayden McCormack, Benji Crossley, Calvin Twigg, Anthony Goddard

Welcome to: Kirsten Bell, Darren Scott, Natasha Ballantyne, Alayne Sharp, Victoria (One Fine Day Landscape Design)

Actions from 28th October 2025:

- No actions

Minutes from 28th October 2025: Moved Dee, Seconded Calvin and all agreed to approve

1. Landscaping Design (Victoria)

Victoria from One Fine Day presented a comprehensive design plan for the landscaping areas around room 3, back of the hall and hall carpark. She explained how we will do a “land grab” by pushing the boundary by the hall out to the footpath but keeping the electric hall gate where it currently is. A mood board with hardscaping ideas was shared, everything is focussed on sustainability and is permeable. A lot of consideration is put around non fixed activities eg. giant jenga, connect 4 etc. She explained the different zones that she is working on within the design and the different themes for these zones and what will be in the zones. The majority of the soft scaping will be natives as they are more hard wearing and can withstand children playing on and around them.

There was a discussion with a question & answer session after the presentation. Next steps were explained and talked about. All agreed it was a great design and concept, we will work towards the next meeting in February to talk more around the ideas and to get pricing.

2. Numeracy Report (Natasha & Alayne)

Taken as read

Natasha & Alayne are co leads of numeracy, they presented a report on the curriculum changes and assessment. They went through the key changes to the curriculum and how it is affecting the way numeracy is taught and on teaching practices. The difference between the curriculum in 2007 (the old curriculum) and the 2025 refreshed curriculum was explained. The Phases of Learning was explained and talked through, phase 1 and phase 2.

Teacher Professional Development was shared and the PLD the teaching staff have participated in this year. Ensuring the teachers have the knowledge and skills to teach the new curriculum is key. What maths looks like at various year levels was explained with the resources that each year level is using to help with their learning. Photos were shown of each year level while they are learning maths which shows them using the various resources. The 2025 achievements were shared and talked through, the 2026 plan was also shared.

There was a brief discussion with questions and queries answered.

3. Attendance Management Plan (Darren)

Taken as read

Darren explained what the plan is and how it aims to improve student attendance, every school is required to have an Attendance Management Plan (AMP) in place by the start of 2026 as per government directive and guidelines, it will also have to go onto the school website.

Darren explained the STAR (Stepped Attendance Response) thresholds and how we are going to put this into place. The board is required to review and update the plan every 3 years. He explained our targets for 2026, ours is to have 75% of regular attendance.

There was a discussion about the plan and how we will manage this and target the students with low attendance which then affects their learning.

More clarity is needed from the Ministry going forward and around the messaging that will go out to the community.

Put to the vote and was voted unanimously to put the plan onto the school website.

All agreed it is a great report and will be revisited at the next board meeting in February 2026.

4. Curriculum and Assessment Update (Kirsten)

Kirsten provided each board member with a comprehensive handout that explains the curriculum and assessments and how these are now done and the changes made.

She went through the report and highlighted key points, the report will be added to the board documents. A draft for consultation was included for the board to give feedback to before this is sent out to the parent community.

All agreed it was a great informative report.

Action: Communication with whānau to be sent out in the next newsletter and with reports

5. Draft Budget (Matt & Calvin)

Taken as read

Matt explained how the budget was set, against current actuals. Calvin went through how we can get new quotes for contractors eg. rubbish, cleaning etc. This will help save some money.

Deficit was agreed to and the budget was approved

6. Principals Report (Matt)

Taken as read.

Main points:

- Statement to “give effect” to Te Tiriti o Waitangi (the Treaty of Waitangi), there is pressure for the board to release a statement on this. All are happy with: **“At Tahatai, our commitment to Te Tiriti o Waitangi is unwavering. We honour, value and respect Te Tiriti and Te Ao Māori; they give us identity, strength, and belonging. When our tamariki and wider community know that their culture and reo matter, we uplift them. This is who we are, and it’s woven into the way we do things at Tahatai — regardless of any changes in national policy.”** Action: Matt to email out to the community
- XOTF: another successful event, Tim will email the PTA to thank them
- Claire Pranglely retiring at the end of this year after 13 years service

Financial Report:

Taken as read

International:

Taken as read

Draft Marketing plan presented and talked through, [all happy for this to be finalised](#)

Property:

- Thanks to TJ from Stratum on all the voluntary work he is doing for the school
- Boundary fence rebuild will be a funded by the Ministry

Health & Safety:

- Currently managing a situation with an ORS child who currently has been escaping the school grounds
- Tsunami drill planned for early term 1 2026

7. Policies (thanks to Shona)

Taken as read

8. Intervention Report (thanks to Charlotte)

Taken as read

9. Wrap Up (Tim)

Tim tabled a letter from a parent about having time for children to apply sunblock to themselves. The sunblock would be supplied by the parents but a reminder from teachers to apply it is what the parent wants.

A discussion was had around this.

Action: Hayden will feed back to the teachers to remind students to apply sunblock.

Meeting closed: 8.33 pm

Next Meeting: Tuesday 24th February 2026

Board Chair:



Date:

4/12/25

Actions before next meeting:

- Communication with whānau to be sent out in the next newsletter and with reports around the updated curriculum and assessments
- Matt to email out to the community the board response to Te Tiriti o Waitangi
- Hayden will feed back to the teachers to remind students to apply sunblock