



Minutes for Tahatai Coast School Board of Trustees Meeting

24th March 2026 – 5.30pm

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

Apologies: Calvin Twigg

Welcome to: Charlotte James, Kirsten Bell, Nicole Thomson Baker

Actions from 24th February 2026:

- **Have a discussion around a community survey going out to families** - Will be discussed during this meeting
- **Matt & Tracey will look pricing for new contracts for rubbish etc** - Pricing from two new potential contractors, looking favourable for a change to rubbish contractor
- **Matt to reply to the Official Information Act request** - Matt emailed a reply with a link to the policies on the school website, with no reply
- **Update website** - Darren has done this

Minutes from 24th February 2026: Moved Dee, Seconded Benji and all agreed to approve

1. Year 0-2 Update (Kirsten, Charlotte & Nicole)

Taken as read

Kirsten is the whānau leader of Kororā whānau our year 0 students. She explained the report in more detail. We currently only have Te Aihe as year 0. There has been a change from plans for this year due to the number of parents wanting their children to be year 1 students not year 0, despite feedback from 2025 and a meeting that was held in 2025 about the year 0/1 transitioning. There was a discussion about year 0/1 and the impact it has had and will continue to have, especially around achievement data. Only 7 of the 31 new students can sit up independently. There are also a lot more diagnosed and undiagnosed neuro diverse children coming through.

Charlotte is the whānau leader of Piwakawaka whānau our year 1 students. She also explained her report in more detail. She leads a team of 5 teachers who are all very experienced in the junior area. Currently there are 98 students, this includes 11 ESOL students. There are 2 learning assistants working in the space across the classrooms, one focussed solely on toileting students who are not independent at toileting. Charlotte went through the teaching and learning that is happening within the classrooms, beach ed was a great day and the children loved it. Assemblies have also gone well this term, with the children responding well.

Nicole is the whānau leader of Tūi whānau our year 2 students, this is her first year leading Tūi whānau. She also went through her report and the team's vision statement for 2026. There are 5 classrooms within the team, 112 years of teaching experience within the team including 53 years at TCS. There are currently 116 students, this includes 3 ORS funded students. She went through the class curriculum and how it is being taught within the classrooms. As a team they are really engaged in Prime maths and are finding this a great tool with the students responding well to it. IDEal is their structured literacy programme which again is going well. Currently 26 students are in the literacy intervention programme with Carlene. The students are also loving the junior assemblies. Beach Ed was also a great trip and a highlight of the term. They are looking forward to the Beat Station music resource with Adam McLean starting in term 2.

2. Community Survey (Matt)

Every 3 years we are required to put a survey out to our community. Matt shared the previous responses from the 2023 survey. He also shared some questions that we could be asking for this year's survey. It would be good to have a staff and student survey as well. There was a discussion around this, more measurable questions would be good rather than open ended questions. We need to make sure the questions are easy to understand so we get more people completing the survey. Would we model the questions closely off the 2023 survey?

A committee will be set up to go through and set up the questions: Matt, Hayden, Dee and Benji will be the committee members. Hayden will compile the survey through google forms. They will organise a time to meet either over zoom or face to face.

3. Principals Report (Matt)

Taken as read

The Annual Plan was talked through and where we are at with it, the majority of things are a work in progress.

- We have postponed the tsunami evacuation drill until next term due to the weather forecast for Thursday. There was a lengthy discussion around our evacuation procedure.
- A lot of staffing changes for covering for LWOP, sabbatical, sickness etc
- Good landscaping meeting the the designer and landscaper, hoping to have pricing soon
- Sound system upgrade, had pricing back, quite expensive. Will organise to get pricing to the board for approval
- The re establishment of assemblies have been a huge hit this term
- New IEP for non union teaching staff was discussed
- Whakamana Māori programme will start from term 2 with extra funding which will enable them to work in mainstream classes

4. Formal Submission from Jake Thomas (Tim)

Tim went through the background on the email correspondence from Jake dating back to last year. This email correspondence was shared with board members via email prior to the meeting and was taken as read. Tim led the discussion by ensuring all of Jake's concerns and points were shared. The board discussed at length Jake's points and views in his submission. They went through the draft response that Tim has prepared. Tim and Matt will go through this from the board discussion and email it to the board members for final approval before sending it to Jake.

5. Policy Update (thanks to Shona)

Taken as read

6. Statement of Variance Report (Matt)

Taken as read

Matt explained this report and how it works in line with our targets from our assessment reporting. This is submitted to the Ministry of Education with our yearly financial reports.

This led to a discussion around AI and the way we are currently using AI and how we hope to make more use of it with new tools that are becoming available.

7. Finance Report

Taken as read

8. Wrap Up (Tim)

Tim went through the board on site visit/walk through that generally happens at least once a year. Keep a date in mind for this to happen.

Meeting closed: 7.12pm

Next Meeting: Tuesday 28th April 2026

Board Chair: 

Date: 27/3/26