



Minutes for Tahatai Coast School Board of Trustees Meeting

26th May 2026 – 5.30pm

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

Apologies: Anthony Goddard

Welcome to: Darren Scott, Toni Loveridge, Yvette Brown

Actions from 28th April 2026:

- **Tim will send out to the board Matt's Professional Growth report for them to read** - This has been shared and all have read this.

Minutes from 28th April 2026: Moved Benji, Seconded Calvin and all agreed to approve

1. Year 5 & 6 Whānau Report (Hayden & Yvette)

Taken as read

Yvette is the whānau leader of our year 5 students. She gave an overview of the team which is made up of 5 teachers. She shared a snapshot of how many students there are within the team, currently at 138 students. There is targeted support for the tier 2 & 3 learners. She shared the achievement overview within reading, writing and maths with the key focus areas and main focus areas explained. She went through the tools used and the learning that is taught within the key curriculum areas. The noticings on what they are seeing within each curriculum area was also shared. She shared the strategies that will be used to increase achievement levels within the team. There was a brief discussion around the achievement and learning within the tier 2 & 3 students and the extensions for the tier 1 learners.

Hayden is the whānau leader of our year 6 students. He also gave an overview of the team which is made up of 6 teachers and classes. There are currently 123 students within the team so lower class sizes than previous years (24-25 per class) which has helped with the teaching and learning. He also shared the student achievement data across reading, writing and maths and identifying target areas. He shared the strategies and interventions they are using across reading, writing and maths, which is very similar to what the year 5 team are using. The Auro tool has been used as an evidence based focus in writing which is going really well. He shared the reflections for going forward to help improve the student achievement levels. There was a discussion around the writing achievement level not just within the year 5 & 6 area but across all year levels.

2. Whānau Survey Analysis (Toni)

Taken as read

Toni gave an overview of the results of a community survey sent to the whole school in term 1 around a bilingual class being set up at TCS. This has been an ongoing process with our māori whānau since 2024.

There were 81 responses with 55% of responses in favour of this happening. There was also a question of what level of immersion they would want. Level 4, which is between 12 & 30% of māori instruction, was the favoured option.

The motivations behind the whanau wanting their children to be in a bilingual class were explained.

There was a lengthy discussion around how the learning would work and what would be taught in te reo māori and how this would work within the curriculum. Also how this would work with CRT and sick days and fitting within a team and not being separate.

Proposed actions were talked through and explained. Consultation will be needed around funding and curriculum, also staffing and resourcing.

The recommendation from Toni's report that the Board receives this report and authorises school leadership to form a working team. This team will develop the step-by-step design, budget and timeline for the programme, starting with a community Information Hui in Term 3 was put to the vote: [All agreed for this to continue and do more research into this before the next meeting.](#)

3. Standardised Assessment Report (Darren)

Taken as read

Darren went through this report. All students within year 3-6 sit PAT tests in terms 1 & 4. He explained how he tracks the results of these tests within the year to show academic progress and achievement. This is broken down into year levels and gender comparisons, and also with māori achievement. Progress depends on the cohorts and tracks through the year group, e.g. current year 6 data tracks through from their year 1 data to year 6. Standardised assessment is now mandated by the Ministry. PAT's and the new ministry Smart Tool are the only assessments that can be used.

He went through the data results in the reading and maths testing within the year levels and genders and ethnicities. He shared graphs that have been generated from these results, these will help to drill down into areas that need working on.

There was a discussion around the results and the positive feedback from the recent parent/teacher conferences where this data was shared with parents for their child.

Darren went through the Common Components that will be mandated to be in the students reports that go home to parents. He showed what our new reports will look like. These will be done through Hero (our new school management system). He shared a dummy report on Hero and how this looks and is written by teachers.

Darren went through a quick review that he has done on current attendance rates. Our term 1 overall attendance was at 84% which is the highest we've been at.

4. Principals Report (Matt)

Taken as read

Main points:

- Further summary for assessment collation & analysis provided
- Pink shirt mufti day was a huge success
- Planning underway for Matariki celebrations
- 190 responses received from the Community Survey, will leave it open for another couple of weeks
- 2027 term dates were shared
- Tsumani evacuation drill went well
- Acknowledgement to Darren & Tracey on their leadership, organisation and mahi around our transition to Hero

Finance:

Taken as read

Recommendations from the 2025 Auditors report were discussed:

- Matter 1 - Register of members financial interests
- Matter 2 - Deficit Budget
- Matter 3 - Expenditure on principal professional development or wellbeing that can be seen to confer a personal benefit
- Matter 4 - Review of payroll Activity History report

All agreed these Matters have been acknowledged and actioned where appropriate.

Golf Simulator Submission - Matt and Calvin shared and talked through this submission aimed more at our international families but can also be used for the general public as well. This involves a golf simulator being set up in our current shed 3 of our caretakers shed. We would use space in the hall to store the current sports uniforms that are stored in the caretakers shed and also utilise the containers and under the stage for storage for the other items in the shed.

There was a lengthy discussion around the pros and cons of this. [All agreed it would be good to get a gauge from our current international families to see if they would use the simulator before any decision on this is made.](#)

Property:

- SSL and Octa tendering for project management for the new 5 year property funding plan
- Drainage outside PE shed, still waiting for costings etc

5. Policies & ICT Report (thanks to Shona)

Taken as read

6. Absence Discussion (Matt)

Matt explained how the teacher only days are marked for students on the attendance roll and it now will not affect the students attendance rates as teacher only days will now be marked as school not open for instruction. It will also not impact our end of year date as we are within our number of days open for tuition.

The attendance letter that is being sent to parents is going to be "softened" down as it reads quite hard. This was after feedback from some parents about the wording of the letter.

Meeting closed: 8.07pm

Next Meeting: Tuesday 23rd June 2026

Board Chair: 

Date: 29/5/26