



Minutes for Tahatai Coast School Board of Trustees Meeting

25th August 2026 – 5.30pm

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

Apologies:

Welcome to: Kirsten Bell

Actions from 28th July 2026:

- **Rowan to contact Calvin to organise his contacts to submit a price for this** - This has been done, will be discussed during the meeting
- **Tim will contact the parent re the online safety submission and reply to him with what was discussed and the board feedback on his submission** - Tim contacted the parent on the 11th August and explained the board discussion from the meeting, he also copied the minutes to him.

Minutes from 28th July 2026: Moved Calvin, Seconded Anthony and all agreed to approve

1. Year 3 & 4 Whānau Updates (thanks to Jaimee & Alayne)

Taken as read.

Loved the format of the reports and the information within the reports, the graphs are great as well showing the progress of the students. Overall pleasing reports.

2. Arts Curriculum Report (thanks to Rowan)

Taken as read

Great report, hall sound system upgrade going well. Staff keen to have The Beat Station back again for the year 0-3 students for 2027. Great having two school bands entered into the upcoming Band Quest. Big shout out to Eri Henderson with the great job she is doing working with the school bands.

3. ICT Usage Request (Darren)

Taken as read

The report shows the usage of chromebooks and iPads within the school, what they are being used for and the length of time the students were using them. Also showed the BYOD usage within the school; currently at 16% within the year 3-6 students. Overall there isn't too much digital work being done.

4. Principals Report (Darren)

Taken as read

Main points:

- 84% of parents attended the recent Parent/Teacher conferences
- Science roadshow was a great learning experience for the students
- ICAS exams and Otago Maths currently in progress
- Shout out to Sally and Seamus around their work with the numerous outside school sports being offered and the tournaments we are attending
- Student Survey results were shared also the student survey trends. Darren & Kirsten went through this report, the questions that were asked and percentages of student responses with some comments from students. Year 0-3 survey was designed for the teachers to go through the questions with the students, year 4-6 survey was answered by the students independently. There was a discussion around the results and how we are actioning some of the concerns from the students particularly in the playground. Work is being done around trying to show the junior children that the senior children aren't big, bad and scary but are there to help them.
- Article in Our Place magazine about Whakamana Māori and its success at TCS
- Online zoom with Omanu around bilingual education, Whānau information evening on 2nd September to gauge parent interest in this for 2027, a survey will be sent out to the community.
- PTA would like to connect with the Board more on how to use the money they have raised to put back into the school. A discussion was had around this, Dee will attend the next PTA meeting. **Action: Use some of the PTA money for the landscaping at the front of the school, this could be done in phases. Calvin will get in contact with parents of the school who have a landscaping business to get pricing from them.**
- Katie Larsen has started in room 1 replacing Yvette, she has fitted in really well and the transition has been seamless.
- ERO information was shared, they will be in the school on 3rd, 4th and 5th November. An email with the documentation that is required by the ERO team has been received, this information is required by the end of the first week of the school holidays. Darren and Kirsten are currently working on this. Darren went through what is needed from the Board for the ERO visit.

International:

Rowan has submitted a report for a decision to be made on getting a new international video made. Rowan's recommendation is to use Boundless Vision who have quoted \$9,500 plus GST. **Put to vote and unanimously approved. Action: Tim will let Rowan know to go ahead with Boundless Vision.**

Finance:

Taken as read

Property:

- New water fountains are being installed, these have been financed by the PTA.
- The three new cameras that were previously approved by the board by email; priorities have changed and we would like to have one installed at the front of the office with a screen for

office staff to see who is coming in the front door. Darren is currently getting pricing for the cameras. This will be emailed to the board for approval, once received. A fob to lock the front door has been installed so that the office staff can use it if the door needs to be locked urgently.

- The garden by the front entrance of the school is currently having a small upgrade with railway sleeper edging and new plants.
- Two containers we are currently hiring are being cancelled and will be picked up on Friday.
- Attendance rates have dropped, largely due to the sickness that is currently within the community
- MOE news: There is a change to the reporting to parents that will come into effect in 2027, this is around how schools report on students that are at risk of not meeting curriculum expectations.
- The school farewell for Charlotte was well received, and the Board contribution for the food was appreciated by the staff at the after school function.

Health & Safety:

During the recent school lockdown, we followed the school procedure for a lockdown, which went well with all staff knowing what to do.

Went into committee: 6.31pm

Out of committee: 7.10pm

5. Policies (Thanks to Shona)

Taken as read

Meeting closed: 7.16pm

A special meeting re: lockdown was held on 2nd September 2026.

In attendance: Tim Acker, Calvin Twigg, Anthony Goddard, Benji Crossley, Dee Piermarini, Hayden McCormack, Darren Scott.

A Board Code of Conduct refresh was discussed at depth, especially around integrity and following policies and procedures.

Some lockdown governance questions were asked around the procedures followed during the lockdown along with any identified failures and safety of all staff and students during the lockdown. These questions were answered and discussed along with how the failures have been rectified.

It was asked if our Emergency Management policy needs reviewing.

Darren recommended that we contact Harrison Tew to find out more information and costs. This was unanimously agreed to by the board.

Action: Darren to contact Harrison Tew for more information and costs.

Next Meeting: Tuesday 22nd September 2026

Board Chair:



Date: 19/9/26

Actions before the next meeting:

- Use some of the PTA money for the landscaping at the front of the school, this could be done in phases. Calvin will get in contact with parents of the school who have a landscaping business to get pricing from them.
- Tim will let Rowan know to go ahead with Boundless Vision.
- Darren to contact Harrison Tew for more information and costs re our emergency management policy