Marlborough Primary School
WHAKAPUĀWAI
FLOURISHING FORWARD
AS KAITIAKI GUARDIANS · BY BEING ME AHUREA TUAKIRI · WITH RESILIENCE AUMANGEA · THROUGH PĀKIKI CURIOSITY
UNDERPINNED BY RESPECT
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Marlborough Primary School Board

Meeting Minutes- 15:30 pm
Tuesday 15 September 2026

Present: Michelle Nell, Tim Mc Mynne, Deanne Wotton, Katie Farrimond, Jen Frecklington, Dana Kuoch, Jela Alcantara, Robbie Gannaway, Jessica Hanlon

Secretary: Johanna Palvie

Apologies: Lucas De Jong

Item	Topic		Led By	Time
1.0	**Whakahaere (Administration)**	**Karakia Timatanga (opening Karakia/start of day)** **E te hui** For this gathering **Whāia te mātauranga kia mārama** Seek knowledge for understanding **Kia whai take ngā mahi katoa** Have purpose in all that you do **Tū māia, tū kaha** Stand tall, be strong **Aroha atu, aroha mai** Let us show respect **Tātou i a tātou katoa** For each other	TM	2 min
1.1	**Attendance and Apologies**	Lucas De Jong		
1.2	**Confirmation of minutes of the previous meeting**	**Motion:** Dana Kuoch motion and Katie Farrimond seconds that the 0826 Minutes 26 August 2026.pdf meeting are accepted as a true and accurate record	DK	1 min

		- 5 members voted in favour - Tim McMynne abstain - **Motion Passed**		
1.3	**Matters arising from previous minutes**			
1.4	**Correspondence**			
1.5	**Declaration of interests**	Conflict of Interest Def		
2.0	**Board activities**			
2.1	**Policy Review**	**Motion:** Katie Farrimond motion and Jen Frecklington seconds to accept the current Inclusive School Culture policy as it sits in School Docs. - All members present voted in favour - **Motion Passed** **Motion:** Dana Kuoch motion and Michelle Nell seconds to accept the current School Community Engagement policy as it sits in School Docs. - All members present voted in favour - **Motion Passed** **Motion:** Michelle Nell motion and Deanne Wotton seconds to accept the current Student Attendance policy as it sits in School Docs. - All members present voted in favour - **Motion Passed** **Motion:** Tim McMynne motion and Katie Farrimond seconds to place a hyperlink on the school website for our complaints policy and flow chart, and have the BOT email address attached to a hyperlink reading “raise a concern or complaint” in the contact us section of the website. - all in favour - All members present voted in favour - **Motion Passed** *AI policy - deferred to next meeting*		30
2.2	**Te Arotake Whaiaro** (Board Self-Review)	**Motion:** Tim McMynne motion and Katie Farrimond seconds to create a conflict of interest register stating the whole board's interests to be saved on the BOT drive. - All members present voted in favour - **Motion Passed** --- Financial monitoring and reporting policy	TM TM TM TM	5 min 5 min 15 min 10 min

		Please read our policy 'Financial Planning and Reporting' Two motions were presented to the board. **Motion 1:** Tim McMynne motion and Jen Frecklington seconds that the finance representative reports back to the board at each board meeting. - 4 member voted in favour - 2 members voted against - **Motion 1 Passed** **Motion 2:** Michelle Nell motion and Deanne Wotton seconds that the finance representative reports back to the board at each quarterly reporting meeting. - 2 members voted in favour - 4 members voted against - **Motion 2 Failed** Motion 1, members noted that implementing summaries would provide a clearer, more comprehensive overview of finances, offering a streamlined and efficient process for review. This proposed update reflects standard policy alignment rather than a lack of trust in existing operations. Motion 2, concerns were raised that the proposed changes stemmed from apprehensions over financial management. However, the audits over the past five years have been consistently clear, smooth, and fully passed. --- Plan for improving well-being and staff communication - moved to In committee minutes to protect the natural people's privacy and natural justice. --- Board minutes **Motion:** Tim McMynne and Jen Frecklington seconds to go In committee for 10 min - Unanimous vote in favour - **Motion Passed** In Committee 16:41 Out Committee 16:46		
3.0	**Te Whakaaturanga Kaimahi**	Melbourne Reggio Study Tour Feedback		10

	(Staff Presentation)	Melbourne Reggio Study Tour 2026.pdf **Motion:** Tim McMynne motion to give speaking rights to Jela Alacantara, Robbie Gannaway and Jessica Hanlon - Unanimous vote in favour - **Motion Passed** The study tour group expressed sincere gratitude to the Board for the opportunity to participate in the recent study tour, highlighting its transformative impact on teaching practice and teacher morale. Participants reported that the experience reignited their professional passion, brought a renewed sense of positivity, and inspired new possibilities for contributing to the school's learning community. A key takeaway was the integration of the Reggio Emilia approach, with teachers reflecting on past achievements while embracing the core concept of "teachers as researchers" through active child observation. The tour provided a research-backed, scientific foundation for modern early childhood education, moving beyond older philosophies to intentionally spark curiosity and excitement. Staff shared practical applications already underway, including the creation of a staff guide focused on slowing down, being present, and centering student ideas—a shift that is already showing positive results in the classroom. Crucially, feedback confirmed that current school practices align well with these insights, allowing new actions to build smoothly on existing foundations. While recognizing that Reggio is a cultural philosophy rather than a rigid framework and requires time to fully embed across all learning blocks, the team emphasized that success hinges on a shared community vision of the child, noting that while the shift is felt rather than seen, big changes are being achieved through deliberate, manageable steps. Reggio study tour team leaves the meeting at 15:55 Additionally, it was recommended that it would be beneficial for Board members to attend an upcoming Reggio staff meeting to hear firsthand reflections and feedback from the team. The Board was informed that the Reggio team		min

		actively leads and guides colleagues who feel less confident, practical planning takes place and this highlights areas where teachers need assistance.		
4.0	**Pūrongo Rautaki** (Strategic Reports)			
4.1	**Curriculum Reports**			
4.2	**Professional Development**	Professional Development 2027 uLead Conference - Banf **Motion:** Tim McMynne motion and Dana Kuoch second that Michelle Nell and/or Deanne Wotton be permitted to attend the uLead Conference. - 4 members voted against - Michelle Nell and Deanne Wotton abstain - **Motion Failed** It's a proposed professional development trip centered on the Reggio Emilia approach, noting that no official abstract or application has been submitted yet. Proponents highlighted that sharing this story demonstrates how a philosophical approach can co-exist alongside a mandated curriculum, while elevating the school's teachers as national specialists—a reputation already reflected by external schools visiting to observe local practices. Furthermore, the initiative offers strong leadership growth, helping senior staff better understand how to manage institutional change through targeted inquiry. However, the estimated $15,000 cost—proposed to come from the senior management professional development budget—raised significant concerns. Members questioned whether the request aligns with the current overseas travel policy, noting that it would need to be formally evaluated for next year's budget cycle given the substantial funds involved. Board members expressed caution regarding public perception and stewardship of taxpayer funds, asking whether offshore travel is in the best interest of students when suitable New Zealand-based opportunities exist. While acknowledging that international exposure can offer unique insights, the Board questioned why local settings cannot deliver similar professional outcomes and asked for further justification before taking any formal action.	TM	10 min

		--- REAIE Conference REAIE Abstract Submissions Two motions were presented to the board. **Motion 1:** Tim McMynne motion and Dana Kuoch second that Michell Nell and Deanne Wotton be permitted to attend the REAIE conference. - 4 members voted against - Michelle Nell and Deanne Wotton abstain - **Motion Failed** **Motion 2:** Tim McMynne motion and Dana Kuoch second that Michell Nell and Deanne Wotton be permitted to attend the REAIE conference if the abstract proposal is accepted by the host. - 3 members voted in favour - 1 member voted against - Michelle Nell and Deanne Wotton abstain - **Motion Passed** The Board discussed a proposal to utilize the leadership professional development budget to support leadership attendance at an upcoming Reggio-focused conference in Melbourne. This opportunity is designed purely for leadership development, with no classroom teachers attending, as the primary objective is to present as Reggio educational leaders and represent our school on an international platform. Presenting at this level offers a critical growth opportunity for member to expand her leadership capacity and step into a prominent presenting role—a key milestone in her professional trajectory. Furthermore, Melbourne provides access to an extensive network of lead educators and a significantly larger database of schools implementing the Reggio Emilia approach than is currently available within New Zealand. Connections have already been built with a lot of the educators attending and strengthens our school's collaborative network and broadens our leadership team's perspective. The Board reviewed the financial efficiency		

		(are there a more cost effective way to achieve this) of this request, noting that this will be the sole overseas professional development expenditure for the upcoming year. Looking ahead to 2027, the Reggio-focused professional development for the Reggio team will shift to local school visits, internal review, and online engagement. Investing in this benefits the students by extending our leaders' abilities fosters a continuous learning that flows directly into our teachers and school. Overseas Travel Forms to be signed (delete if declined)		
5.0	**Personnel**	Discussion around planning for 2027 Projected numbers - 439 Staffing Allocation Projected funds Members discussed the need to reduce the number of classrooms for 2027 to align with the staffing allocations. Under the revised numbers, Rooms 10 and 12 will be vacant until enrollment increases. Noting that the current operational model (whanau model) has proven effective, and confidence was expressed that what is planned for next year will be similarly effective.		
6.0	**Finance**	International Students Classipe China trip Supporting doc **Motion:** Tim McMynne motion and Katie Farrimond seconds that Classipe China Trip for Michelle Nell is approved. - 1 member voted in favour - 4 members voted against - Michelle Nell abstain - **Motion Failed** Discussed the international student program, noting that partnerships with a sister school and long-term students build valuable connections. Funds from the program helps avoid budget cuts, though members acknowledged the need to address concerns regarding the possible inference for teachers and the unnecessary work load.	TM	5 min
7.0	**Property**	Mural design Cost	MN	5 min

		Motion: Tim McMynne motion and Jen Frecklington seconds that the mural design is accepted A proposed mural project for the green fence was discussed, highlighting the artist who was recently celebrated on the Principal's Facebook page, at other local schools, and by the Auckland Council. Matua reviewed the proposed concept and confirmed that it aligns well with the school and its dominant nationalities. The initiative originates from a design board concept developed five years ago and represents the final component of the current 5-year plan. The artist has indicated a preference for painting directly onto the existing wood rather than panels. Optimal placement on the fence was considered and noted that the project could be classified as an outdoor improvement, with costs to be included in the 2027 budget. Additionally, members raised the possibility of framing the mural as a fundraising opportunity. **Motion:** That the mural is commissioned - no action taken **Motion:** Tim McMynne motion and Dana Kuoch seconds that this is deferred to the next meeting. - 5 members voted in favour - Michelle Nell abstain - **Motion Passed**		
8.0	**Health and Safety**			
9.0	**Kaupapa Motukahi & Pakihi Whānui** (Special Topics / General Business)	Reclassification discussion - MOE information This was viewed for discussion and consideration only; no formal action was taken. ---------- **Motion:** Jen Frecklington motion and Tim McMynne seconds to go into committee for 5 min to protect the privacy and personal identity of individuals, as well as a discussion on sensitive matters. - Unanimous vote in favour - **Motion Passed** In Committee 17:55	MN	10 min

		Out Committee 18:00		
10.0	**Meeting preparation**	Next Meeting Thu. 15 October 2026		
11.0	**Meeting closure**	Karakia Whakamutunga (Closing Karakia/end of day) **Ka whakairia te tapu** **Kua mutu ā mātou mahi** Our work has finished **Mō tēnei wā** For the time being **Manaakitia mai mātou katoa** Protect us all **Ō mātou hoa** Our friends **Ō mātou whānau** Our family **Āio ki te Aorangi** Peace to the universe	TM	2 min

Notes and Actions from previous meeting

Action	Person	Completed By
FOS Funds - mural	DK / JF / KF	
Break down relievers next meeting	MN	
Date for strategic plan workshop	All members	
Thank you email to teacher	TM	
Dp chair - via email	All members	
Complaint policy and chart link to website	MN	