




Marlborough Primary School Board Meeting Minutes

Rāpare te 21 Mei 2026 at 15:30
(Thursday 21 May 2026)

Present: Michelle Nell, Tim McMyne, Deanne Wotton, Katie Farrimond, Lucas De Jong, Jen Frecklington, Dana Kuoch

Secretary: Johanna Palvie (Absent)

Apologies: Johanna Palvie

Item	Topic		Led By	Time
1.0	Whakahaere (Administration)	<p>Karakia Timatanga (opening Karakia/start of day)</p> <p>E te hui For this gathering</p> <p>Whāia te mātauranga kia mārama Seek knowledge for understanding</p> <p>Kia whai take ngā mahi katoa Have purpose in all that you do</p> <p>Tū māia, tū kaha Stand tall, be strong</p> <p>Aroha atu, aroha mai Let us show respect</p> <p>Tātou i a tātou katoa For each other</p>	TM	2 min
1.1	Attendance and Apologies			
1.2	Confirmation of minutes of the previous meeting	<p>MOTION: That the minutes of the March and April 2026 meeting are accepted as a true and accurate record (Chair, no seconder required)</p> <p> 0430 Minutes of meeting 30 April 2026 (2)...</p>	TM	1 min

		MOTION: That the in-committee minutes of the NONE meeting are accepted as a true and accurate record (Chair, no seconder required)		
1.3	Matters arising from previous minutes			
1.4	Correspondence	In: Banking Staffing Year end Ended with '0' balance. Out:	MN	
1.5	Declaration of interests			
2.0	Board activities	Strategic Plan outreach Community outreach during school events, particularly Matariki breakfast. Student leaders will be consulted Send out newsletter update and online survey. 26Board Workplan Motion to adopt workplan approved, 7 members voted in favour	DK MN	30 min
2.1	Policy Review	Digital Tech - AI SchoolDocs Generic Policy Hauraki Primary AI Policy Michelle to work on policy specific to our school based on School Docs generic policy.	KS	10
2.2	Te Arotake Whaiaro (Board Self-Review)	SchoolDocs Policy Reviews for Term 1/2 Login: Marlborough Password: Primary		
3.0	Te Whakaaturanga Kaimahi (Staff Presentation)			
4.0	Pūrongo Rautaki (Strategic Reports)			
4.1	Curriculum Reports			
4.2	Professional Development	Melbourne Study Tour Reggio 10 year plan Request for total past expenditure of Reggio training. Motion for Overseas Travel Permission - Melbourne study tour 2026 approved. 6 members voted in favour, 1 abstained	DW	10
5.0	Personnel			
6.0	Finance	How MN sets the budget.	MN	90

		Defer to a separate meeting tbc.		
7.0	Property	Playground open - Grant received from Aktive - \$35000 plus gst. Amphitheatre to be completed in the next week hopefully. Shade sail design in progress. Costing tbc.	MN	15 min
8.0	Health and Safety	Suspension -In committee In 17:15 Out 17:20	MN	
9.0	Kaupapa Motukahi & Pakihi Whānui (Special Topics / General Business)			
10.0	Meeting preparation	Next Meeting Thu. 18 June 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

Action	Person	Completed By
Arrange separate budget meeting	All members	
Send out online Survey - strategic plan		

A handwritten signature in black ink, consisting of a stylized, cursive 'T' and 'M' followed by a horizontal line.

Timothy McMynne 08/06/2026