

# JORDANHILL SCHOOL

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**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 24 October 2017 in the Learning Zone.

**PRESENT**

Mr Ken Alexander  
Mrs Julie Carrie  
Mr Alister Cameron  
Mr Anthony Daye  
Mr Neil Francis  
Ms Susan Jeffrey  
Dr Helen Kelly  
Mr Kenny MacRae  
Mr Joseph McKenna  
Mrs Morag Munro  
Professor Kevin O'Dell

**ATTENDING**

Mr Richard Buchan  
Miss Wendy Grant  
Mrs Christine Robertson  
Dr Paul Thomson

**VISITING**

Mr Gavin McLellan  
Mr Philip Murrison  
Mrs Claire Wood  
Mrs Catherine McKendrick

**APOLOGIES**

Mr Graham Short

A joint meeting with the Trustees of the Educational Amenities Trust Fund took place between 7 – 7.45pm. Gavin McLellan, Director of Development presented an informative outline development plan and engaged in questions and answers around the proposed strategy to take the School into its centenary year in 2020 and beyond. The Board and Trustees welcomed this exciting opportunity to develop the development and fundraising dimension of the school.

The Trustees and Mr McLellan left the meeting.

The Rector chaired the Board meeting pending the appointment of the new Convenor.

**1/17/2018      APOLOGIES**

Mr Graham Short.

**2/17/2018      FORMATION OF THE BOARD**

Ken Alexander was nominated by Kevin O'Dell and seconded by Julie Carrie and appointed as Convenor.

Mr Alexander took over as chair of the meeting.

New members were welcomed – Julie Carrie, Neil Francis, Susan Jeffrey and Joseph McKenna.

- **Vice-convenor:** Kenny MacRae was nominated by Julie Carrie and seconded by Neil Francis.
- **Treasurer:** Julie Carrie was nominated by Ken Alexander and seconded by Susan Jeffrey.
- **EA Trustees:** Neil Francis was nominated by Ken Alexander and seconded by Joseph McKenna. Kevin O'Dell was nominated by Julie Carrie and seconded by Neil Francis.

The Convenor was appointed as a cheque signatory should exceptional circumstances prevail.

**3/17/2018 PREVIOUS MEETING**

The minutes and confidential minutes of 29 August were approved. The action grid was reviewed and work plan discussed. The Rector confirmed that an invitation had been extended to the Scottish Government to attend the next meeting in November.

**4/17/2018 MATTERS ARISING**

There were no matters arising not already accounted for in the agenda.

**5/17/2018 RECTOR AND CONVENOR ORAL UPDATE**

The Rector offered an update on the Jordanhill Community Council and the Cala Homes development, minuted in the Board's confidential minutes.

The Rector confirmed there had been no further discussions with the Scottish Government on budget following the meeting which took place on 12 September 2017.

**6/17/2018 TERM DATES 2018-19**

The Board reviewed and approved the draft term dates for 2018-19 which were in parallel with Glasgow City Council.

**7/17/2018 PARENT FOCUS GROUP EVENT (UPDATE)**

**Reporting of SNSA Outcomes**

The Rector confirmed the senior management team's intention to deliver this event to parents in November if information was forthcoming on the New Standardised National Assessments. As yet full information and training materials are not accessible to the School.

**Review of the School Uniform**

A summary on previous discussions around school uniform was presented to the Board and clarification offered by the Scottish Government as to the expectations of schools as follows:

- Ministers are clear that girls should be free to wear school uniform trousers in the same way as boys
- This is to allow girls a choice of what some may see as a comfortable, practical and modest item of clothing
- It is not a suggestion that trousers should be the only option, or that dresses and skirts should be an option for boys unless there is a particular reason.

The parent focus event planned for November will also address the evolving school uniform policy alongside the new standardised tests.

**8/17/2018 GOVERNANCE**

Mrs Robertson and Mr Alexander spoke to a paper they had produced following attendance at a Governance conference in September. They shared their reflections that they were reassured as to the mode of operation of the Board and the work done earlier in 2017 to reflect on best practice in governance.

**9/17/2018 PUPIL EQUITY FUND**

The Rector shared an outline plan submitted to the Scottish Government in relation to the School's allocation of Pupil Equity Funds. The School has received £13,200 for these purposes in 2017/18.

**10/17/2018 GENERAL DATA PROTECTION REGULATION AND COMPLAINTS POLICY**

The Bursar delivered a presentation on the current data protection regime and the new General Data Protection Regulation. She outlined the changes that were prevalent and actions underway in School to manage these. The Board engaged in some questions and answers around this and Miss Grant directed colleagues to the website for access to all current policy statements around data protection.

The Rector made brief mention of the Complaints Policy which required some updating and this would be on the agenda for the January Board of Managers.

**11/17/2018 BUDGET UPDATE**

The Bursar presented summary finances to end of September 2017. She reported on income and expenditure streams and offered insight into some of the detail behind them. She confirmed that the recurrent grant was short and Scottish Government discussions were ongoing.

**12/17/2018 CONFIDENTIAL ITEMS**

A separate confidential minute of discussion around the Budget for 2017-2020 and the Jordanhill Community Council Judicial Review was taken.

**13/17/2018 DATE OF NEXT MEETING: TUESDAY 28 NOVEMBER 2017**

**14/17/2018 OTHER BUSINESS**

Members are asked to advise the Rector or Convenor of any additional business in advance of the meeting.

Convenor \_\_\_\_\_

Date \_\_\_\_\_