

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 19 January 2016 in the Conference Room.

PRESENT

Mr Ken Alexander
Mrs Anne Fraser
Mrs Sheila Jackson
Mr Kenny MacRae
Mrs Joan McFadden
Mrs Morag Munro
Ms Janice Oliver
Miss Marian Quinn
Professor Naveed Sattar
Ms Fiona Wishlade

ATTENDING

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

29/15/2016 APOLOGIES

There were no apologies. All parties were in attendance.

30/15/2016 PREVIOUS MEETINGS

The minutes of 24 November were approved. The action grid was reviewed and future actions noted. The Rector advised the Board that the final version of the Equalities Impact Assessment was live on the School website. The work plan was noted and particular attention was drawn to some new items that will arise over the next 6 months, namely, the HR Overview, National Improvement Framework, Using IT to Support Learning and Board Effectiveness.

31/15/2016 MATTERS ARISING

Centre of Excellence in Chinese Language

The Rector provided an update on the project and confirmed timelines around implementation and phasing. The next step is to confirm the financial agreement and once complete advertise for the Head of Centre.

He updated the Board on an e-bulletin communication that had already been shared with the parent body and about two trips to China that will allow representatives of the School to visit and experience education and culture in China. Ms McDade will visit China in April and it is hoped that a teacher will accompany 5 senior pupils in the summer who will participate in a Mandarin immersion course.

Mr Buchan shared plans for the Primary China Week 22- 26 February. These included learning about pandas and a visit to Edinburgh zoo, Chinese New Year, Chinese food, Chinese folk tales, Chinese history and culture to participating in crafts and arts like Chinese knotting, lantern painting and dance. At the end of the week which parents will be invited to presentations and displays.

32/15/2016 ORAL UPDATE

Staffing

The Rector intimated three retirements in the summer of 2016: Mrs Sheila Jackson (Primary); Mrs Joyce Wilson (Art) and Mrs Helen Farmer (H.E.).

The School has two teachers leaving in February to take up new posts: Miss Kathryn McCoach P2 (maternity cover) and Mr Lewis Whale Geography, both posts are currently being advertised for replacement teachers.

Two new Primary teachers started in post recently: Mrs Caroline Beaton in P1 and Ms Lorna MacGregor in P2.

National Improvement Framework

An item on the National Improvement (NIF) and the Organisation for Economic Co-operation and Development (OECD) report has been added to the work plan. These would be discussed later in the agenda under the Outline School Improvement Plan 2016.

33/15/2016 REVIEW OF POLICIES

The Rector shared a summary policy overview, highlighting the range of School policies and information leaflets. This highlighted the policies and documents which would come before the Board for review during 2016 and which would therefore appear in future work plans. The Board noted this.

The Prevent Duty Guidance on Anti-terrorism is a new policy area arising from UK directives. In Scotland 'Prevent' is being treated as another aspect of Child Protection. Scottish guidance is emerging only now and a representative of the school had attended the first information event last week.

The Depute Rector answered some questions regarding legislation on Named Persons and universal and targeted support. The Named Person guidance is considered a set of procedures and is all encompassing so not specifically listed as a policy in its own right; it is also developing continuously.

34/15/2016 OUTLINE SCHOOL IMPROVEMENT PLAN 2016

The Board reviewed the Outline School Improvement Plan. Discussion ensued around the Broad General Education P1 – S3 and Senior Phase items.

Information about the content, form and administration of the new national tests outlined in the National Improvement Framework has still to emerge. The School will review its existing use of standardised tests as further information emerges.

The Rector also highlighted ongoing work in the Senior Phase under the Developing the Young Workforce banner to enhance course options and future pathways within the school and in partnership with colleges.

Mention was also made of the latest fourth edition of How Good is Our School? (HGIOS 4) which features under Shaping the Future Together. The School will be focusing on this in particular at the February In-service Day with all teaching staff.

The School will continue to engage parents in the coming year and one item of specific interest is the event that will be organised for parents around Mental Health and Emotional Wellbeing in the autumn of 2016.

35/15/2016 FINANCIAL UPDATE

The Bursar reported on the financial position of the school to the end of December 2015. She also highlighted and reminded the Board of the changes expected to the disclosures in the financial statements to adhere to Financial Reporting Standard 102 (FRS102) and the Charities Statement of Recommended Practice. These changes were outlined in June 2015 by the School Auditors PWC.

Miss Grant asked the Board to read carefully the memorandum issued regards Declaration of Interests and complete the form for return at the next Board meeting in March.

36/15/2016 RECURRENT GRANT

The Rector provided a confidential update on the ongoing dialogue with the Scottish Government. A meeting is anticipated shortly to discuss the School recurrent grant for 2016-17.

37/15/2016 PARENTAL INFORMATION AND CONSULTATION EVENTS

February 2016 Event

The Convenor outlined proposals for the Parental Engagement Event planned for Saturday 27 February. The Board discussed the format and style of the event. As all Board members and some senior managers would attend it was agreed to expand the number of participants and organise both horizontal and vertical discussion groups. The focus of the event will be to encourage parents to share their values and priorities. As appropriate, this would be reflected on by the Board in considering future options and might inform more specific consultation exercises if required.

Jordanhill Conference September 2016

The Rector presented a paper outlining a proposal for a 'conference' event for parents which would incorporate the AGM. It was agreed that this offered a new and exciting opportunity to encourage parent participation and discussion around important school matters. Details will be developed and discussed by the Board prior to the summer vacation.

38/15/2016 DATE OF NEXT MEETING

The next meeting will take place on Tuesday 22 March 2016.

Convenor _____

Date _____