

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 12 May 2015 in the Conference Room.

PRESENT

Mrs Anne Fraser
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

APOLOGIES

Mrs Linda Ellison
Mrs Anne Gillespie
Mrs Sheila Jackson
Mr Robert Mellish

DID NOT ATTEND

Councillor Aileen Colleran

57/14/2015 APOLOGIES

Apologies were offered by Mrs Linda Ellison, Mrs Anne Gillespie, Mr Robert Mellish and Mrs Sheila Jackson.

58/14/2015 PREVIOUS MEETING, ACTION GRID AND WORK PLAN

The minutes and confidential minutes of the meeting held on 24 March 2015 were approved. The action grid was agreed as accurate with items listed due for review in the autumn of 2015.

59/14/2015 MATTERS ARISING

All matters arising are listed as agenda items to follow.

60/14/2015 RECTOR AND CONVENOR: ORAL UPDATE

Staffing Update

The Rector confirmed some recent appointments:

- Ms Jayne McGarrigle appointed as 1FTE permanent to English
- Mr Alan Taylor appointed as 1FTE permanent to Maths
- Ms Aileen Mackenzie appointed as 1FTE maternity cover in Business Education
- Dr Macmillan reduces from 1FTE to 0.4FTE in Physics to commence training for the Ministry
- Probationers in Biology and French confirmed for August
- Ms Liz McCarron appointed temporarily 1FTE to Chemistry as we have not been allocated a Chemistry probationer for the new session

Mr Chris Shelley intends to retire as Educational Psychologist and the resultant vacancy has been advertised.

ICT Mark Accredited

Jordanhill School has been successfully reaccredited with the ICT Mark following a visit from the inspector on Monday 11 May. Feedback received was very complimentary and recognised particular strengths in IT provision, use, leadership and policy development. A full report will be issued in due course.

Eco Flag

The school has been awarded its third Eco Flag which reflects the strong ethos across all areas of the school that supported this achievement.

Board Elections

One nomination has so far been received for the up and coming parent elections.

Prizegiving and End of term Arrangements

Wellington Church is the venue for school prizegiving this year and it is moulding to our needs quite nicely. Logistics planning is well underway for transporting our pupils to and from the church.

End of term arrangements are being finalised; Jordanhill Parish Church is not available due to building works, however alternative arrangements will be made in-house.

61/14/2015 FINANCE UPDATE

The Bursar summarised the School's financial position to the end of financial year 2015, with further detail to follow at the next Board meeting when the school auditors (PWC) will be in attendance. A planned surplus of income over expenditure has been reported this financial year and this will be added to the school reserves.

62/14/2015 RELIGIOUS OBSERVANCE

The Rector delivered an oral presentation on the updated policy on Religious Observance. The policy has been expanded to reflect the latest guidance in Curriculum for Excellence Briefing Number 16. The update does not change any sense of what we currently do or practise. The Board approved these changes.

63/14/2015 POLICY ON SMOKING

The Board discussed the school policy on smoking and behaviours expected of all those who attend, work in or visit the school. The policy has been updated recently to expand the context and has incorporated electronic cigarettes into the language. The Board approved these changes.

64/14/2015 ICT: E-SAFETY AND ACCEPTABLE USE

The Rector shared the draft In Focus leaflet for parents on E-safety and Acceptable Use and a discussion ensued around what our young people say and think about technology and safety. The pupils in Jordanhill have a good understanding of acceptable use and social media and their ability to judge situations increases with age as they go through the school. The school wishes to promote and encourage all young people to tap into technology in the appropriate way.

Jordanhill School introduces children at Primary 4 into contracts of acceptable use and this continues through to Secondary 6. A version of the Pupil Acceptable Use contract will appear in the pupil planners for 2015-16. In August pupils will receive a briefing from Tutors and a

copy of the contract to take home. Parents will receive the In Focus leaflet. Both will sign the contract.

Mrs McFadden shared her experience of some websites and resources that she has used or read about that support parents and children in understanding the risks of inappropriate use of technology or social media and the Board welcomed the chance to research these.

The final version of the ICT E-safety and Acceptable Use policy will reflect ongoing discussions with pupils, the Board and staff. This will be brought to the June meeting of the Board for approval.

65/14/2015 UNIVERSITY PLAYING FIELDS UPDATE

A meeting is scheduled for Friday 15 May at Jordanhill School which will include representatives of Glasgow Life, Scottish Rugby and St Aquinas Secondary School. The Rector and Bursar will be in attendance and representing Jordanhill School. An update will be provided thereafter on any further progress.

66/14/2015 RISK PLAN UPDATE

The Board were provided with a copy of the latest Risk Plan and the Rector drew attention to the movement of risk categories for the playing fields, ICT and probationer staffing. The context of changes was discussed and approved by the Board. The Risk Plan is discussed bi-annually at Board meetings.

67/14/2015 DATE OF NEXT MEETING

The next meeting will take place on Tuesday 16 June 2015.

Convenor _____

Date _____