

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Wednesday 14 June 2017 in the Conference Room.

PRESENT

Mr Ken Alexander
Mr Alister Cameron
Mr Anthony Daye
Dr Helen Kelly
Mr Kenny MacRae
Mrs Morag Munro
Ms Janice Oliver
Mr Graham Short
Ms Fiona Wishlade

APOLOGIES

Mr Richard Buchan
Mrs Anne Fraser
Professor Kevin O'Dell
Professor Naveed Sattar

ATTENDING

Miss Wendy Grant
Mrs Christine Robertson
Dr Paul Thomson

VISITING

Mrs Lindsey Paterson
(PricewaterhouseCoopers)

61/16/2017 APOLOGIES

Apologies from Mr Buchan, Mrs Fraser, Professor O'Dell and Professor Sattar.

62/16/2017 FINANCIAL STATEMENTS 2016/17

Mrs Lindsey Paterson, Senior Statutory Auditor at PricewaterhouseCoopers LLP (PwC), was welcomed and she delivered her Report to the Managers. She confirmed her attendance at the meeting was to verify that the financial information and disclosures made throughout the financial statements, required by law, had been properly made by the Bursar on behalf of Jordanhill School. She confirmed that she was issuing an unqualified audit opinion and that all numbers and disclosures presented were correct and the accounts prepared to a high standard.

Mrs Paterson drew the attention of the Board to the audit approach and findings and the 4 areas of focus: Revenue Recognition, Fraud and Management Control, Pension Plan Assets/Liabilities Valuation and Expenditure Recognition. She summarised the testing and verification undertaken by the audit team and in all cases of focus no adjustments, exceptions, errors or issues were noted. There were no risks to bring to the attention of the Board. There were no material uncertainties and everything delivered followed correct procedure.

Mrs Paterson expanded on the area of audit focus specific to Going Concern and shared her recognition that dialogue with the Scottish Government around this was ongoing, important and significant to the basis on which the accounts were prepared.

Mrs Paterson touched on other areas of importance and interest to the Board. She discussed the impact of Mandatory Gender Pay Gap Reporting effective October 2016 and the General Data Protection Regulations effective May 2018. These developments place revised obligations on many organisations and charities including Jordanhill School.

The Board approved the financial statements and accounts.

The Convenor thanked the Bursar and school finance team for their work in relation to the audit. He also thanked Mrs Paterson for her attendance at the meeting and the work of her team. Mrs Paterson then left the meeting.

63/16/2017 PREVIOUS MEETINGS

The minutes and confidential minutes of 9 May were approved. The action plan was reviewed and the work plan discussed with future themes and dates noted.

64/16/2017 MATTERS ARISING

The Rector provided an update on the actions of Jordanhill Community Council re the future of the playing fields. A meeting is planned with the local MSP which the school has been invited to attend.

Jordanhill Community Council has requested permission to set up an information desk and collect donations towards their legal fund at the School's Sports Day. The Board approved this request subject to all activity being confined to the school grounds.

There were no further matters arising not already on the agenda.

65/16/2017 RECTOR AND CONVENOR: ORAL UPDATE

Budget Update and Sports Fees 2017

The Bursar advised the Board of the current financial position and confirmed communications to parents was complete on the agreed Sports Fees for the new session in 2017-18; a £10 increase has been implemented as agreed by e-mail with the Board. To date there has been no negative feedback regarding increases to charges for the Refectory, instrumental instruction or sports fees.

Staffing Update

The Board was offered an update on current vacancies or staffing requests:

- Director of Fundraising – Mr Gavin McLellan has been appointed and starts on 14 August.
- Principal Teacher of Support for Learning – Ms Chelsey Atkinson has been appointed and will commence in August 2014 (Date TBC, but took up post on 14 August.)).
- Mr Damien Donnelly has been appointed to the temporary acting full-time post of Principal Teacher of Pastoral Care.
- Mr Brian McMaster has been appointed to the temporary acting part-time (0.4fte) post of Principal Teacher of Pastoral Care.
- Miss Julie Smith has been appointed to the post of Educational Psychologist on a part-time basis (0.2fte).

Digital Strategy Update

A recent staff update from the IT team was shared with the Board for information. The company which updated our Sharepoint portal in 2016 has been commissioned to develop a replacement web site which will be launched in autumn 2017.

The Board noted their support for these developments.

66/16/2017 BUDGET 2017-20 (Confidential Item)

A report was provided on the ongoing dialogue with Scottish Government.

67/16/2017 SCHOOL AIMS AND VALUES

The Depute Rector shared the outcomes of an exploration of the School's Core Values and Aims undertaken with staff. The intention was to undertake similar exercises with parents and pupils. Originally this work was undertaken as part of the school's preparation for renewal of its Investor in People status. While the IiP review had been cancelled due to budget restrictions, there was still considerable merit in undertaking a review of values and aims.

Board endorsed this approach and discussed how best to engage parents and pupils. It was agreed that this would form one theme at the Parents' Conference in September.

The Board expressed interest in viewing the short video shared with staff. Mrs Robertson agreed to look into the possibility of this.

68/16/2017 CONFERENCE THEMES 2017

The Rector shared with the Board some of themes being considered for the Parents' Conference on 19 September

- Big Writing
- What Works in Learning and Teaching
- Supporting Your Child at Home
- STEM
- Numeracy
- School Aims and Values
- Strength and Conditioning

Final plans will be confirmed at the next Board meeting in August.

69/16/2017 GOVERNANCE REVIEW

The Board continued its discussion from the previous meeting and explored the outcomes of the Board Skills Survey. It was agreed to prepare a confidential note for the incoming Board to consider.

70/16/2017 FINAL SCHOOL IMPROVEMENT PLAN 2017

This Rector reported that almost all plans were progressing on target and highlighted some changes and additions to the latest version of the SIP

- Implementation of Scottish National Standardised Assessments (SNSA)
- Reports to parents in the BGE phase had not been changed as the anticipated national guidance had not emerged and it was hoped that the final format of the SNSA reports would also assist.
- The success of the ERASMUS+ programme in Primary and progress with Chinese language.
- A welcome expansion in opportunities for pupils via the Glasgow School College Partnership arrangements. The Practical Lab Skills course would not be continuing into the new session due to lack of uptake.

A number of important updates were offered under 'Our People' around parent conference themes, consultation with staff, Rights Respecting Schools and the opening of the Development Office. Cyber Crime and Security will be a focus of attention when implementing the Digital Strategy.

The updated School Improvement Plan was approved.

71/16/2017 DATE OF NEXT MEETING: TUESDAY 29 AUGUST 2017

72/16/2017 OTHER BUSINESS

20mph Limit Around Schools

The school had received a communication from an MSP seeking support for the general principle that a mandatory speed limit of 20mph be imposed in the vicinity of all schools.

Following discussion, the Board agreed to endorse this proposal.

Convenor _____

Date _____