

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 16 June 2015 in the Conference Room.

PRESENT

Mrs Anne Fraser
Mrs Linda Ellison
Mrs Anne Gillespie
Mrs Sheila Jackson
Mr Robert Mellish
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 Joan McFadden

DID NOT ATTEND

Councillor Aileen Colleran

VISITING

Mr Martin Pitt
(PriceWaterhouseCoopers)

69/14/2015 APOLOGIES

Apologies were offered by Mrs Joan McFadden.

70/14/2015 FINANCIAL STATEMENT 2014-15

Mr Martin Pitt, Partner of Price Waterhouse Coopers LLP, was welcomed and he delivered his Report to the Managers. He confirmed his 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. He confirmed that he was issuing an unqualified audit opinion and that all numbers and disclosures presented were correct and the accounts prepared to a high standard. There were no risks to bring to the attention of the Board. There were no material uncertainties and everything delivered followed correct procedure.

Mr Pitt touched on other areas of importance and interest to the Board. He discussed the sustainability of Jordanhill School as a going concern and offered that PWC were happy to confirm this was the case for 2015-16. However, a potential funding gap has been identified in future years and PWC will engage with the school to understand how this will be managed. He also discussed related parties and reminded the Board members that it is their responsibility to share and disclose any related parties and contact as part of their duty. Mr Pitt formally confirmed PWC independence in relation to their audit of Jordanhill School. Mr Pitt offered a recommendation to the School regarding its Capitalisation Policy and this was something for the Bursar to take forward and further discuss with the Board.

Mr Pitt further touched on external developments (Financial Reporting Standard 102) that will affect accounting rules and disclosures which would affect financial statements in year ended 31 March 2016. Terminology on statements will become more Americanised and new rules would be applied to public benefit entities to ensure more consistency and comparability. There will also be some changes to the presentation of financial information regarding fully funded pension schemes. Pension information will be presented on the balance sheet which will make the School look insolvent as it will appear in deficit. This is a genuine liability but not an immediate deficit.

The accounts next year will be restated as a one off change with some ability to compare like for like.

A financial viability statement will be required going forward, to cover 3 – 5 years ahead, and this should form part of the trustees report and offer risks of not being financially viable. This transparency and move to share more information is being applied to all companies and for Jordanhill School it is being brought in through the Charities Statement of Recommended Practice (SORP).

The Board confirmed their approval of the financial statements and accounts, Mrs Linda Ellison proposed and Mrs Morag Munro seconded.

The Convenor thanked the Bursar and school finance team for their work in relation to the audit.

71/14/2015 PREVIOUS MEETING

The minutes and confidential minutes of the previous meeting held on 12 May were approved with one correction to dates recorded. The action grid was noted as accurate and works ongoing here.

72/14/2015 MATTERS ARISING

There were no matters arising not already on the agenda.

73/14/2015 RECTOR AND CONVENOR: ORAL UPDATE

Board Elections

The Rector confirmed that Mr Ken Alexander and Mr Kenny MacRae would be joining the Board of Managers as parent members following the AGM in September, following the retirement of Mrs Anne Gillespie and Mr Robert Mellish. Mrs Morag Munro was also re-elected as staff member for a second term.

Prizegiving and End of Term Arrangements

Prizegiving arrangements were set for Wellington Church and expected to run smoothly thanks to colleagues in School who have been coordinating all aspects of organisation. S6 Leavers' reception was in hand and as the local church was unavailable on the last day of term, the School would be hosting its services in house.

University Playing Fields

The Rector advised that discussions were ongoing with relevant parties concerned the future of the playing fields. The way forward is not yet clear. It is hoped that Jordanhill School and St Thomas Aquinas would have some opportunity to work in partnership.

Rugby Development

Mr Robbie Stewart has resigned his post as Rugby Development Officer effective 31 May. He will be replaced in August by a new appointee. The School has agreed an expansion of rugby activity with Scottish Rugby and secured additional funds from them in support of this.

74/14/2015 FINANCE UPDATE

The Bursar offered a brief update on the School's financial position early in the financial year and advised on some current projects. The School will be upgrading and re-newing its fire system in the north building during the summer period and installing new emergency lighting across the estate during the next 4 months. Both are significant items of capital grant expenditure and will continue to help the school operate safely.

Miss Grant also updated the Board on a tender exercise she and the IT Manager are involved in, looking at the managed print service (photocopiers) for the school which is now underway. A new contract for this service is required for 1 April 2016. Further information will follow on this exercise at the next Board meeting.

75/14/2015 FINAL SCHOOL IMPROVEMENT PLAN

The Rector spoke to the final version of the School Improvement Plan (SIP) and highlighted the key updates and changes, summarising the actions already delivered and ongoing into School session 2015-16.

The final plan was approved by the Board.

76/14/2015 DRAFT STANDARDS AND QUALITY REPORT

The Rector noted that with the AGM now taking place in September this allowed the Board to defer discussion and approval of the Standards and Quality Report until its August meeting. This would also permit the incorporation of exam results for the session ending and the outcomes of the Primary Parent and Staff surveys. The outline contents and structure of the report were noted and it was agreed to defer discussion to the August Board meeting.

77/14/2015 POLICY ON ICT: E-SAFETY AND ACCEPTABLE USE

The draft information leaflets on ICT E-safety and Acceptable Use policy had been discussed at the May Board meeting. The final version of the policy makes a number of key points to parents and pupils around responsible use of technology and the compliance associated with use in Jordanhill School. These will be addressed directly in Personal, Social and Health Education classes. Both the pupil and parent leaflets have been updated to reflect the final policy. Parents and pupils will sign the new contract at the start of session 2015-16. The policy was approved.

78/14/2015 ASSESSING CHILDREN'S EDUCATIONAL NEEDS

The Depute Rector led an informative presentation and discussion on this important aspect of School life. Mrs Robertson highlighted a range of factors giving rise to an additional support needs and explained the School's approach to dealing with each of our young people individually as circumstances are complex and variable and can cover a range of health and mental health issues. The presentation confirmed the excellent relationships that Jordanhill School has formed with external bodies in assessing and addressing the specific needs of our young people.

The Board thanked Mrs Robertson for the excellent practice that is being delivered in School and the very comprehensive strategies in place.

79/14/2015 MEETING DATES 2015-16

The Rector shared meeting dates for 2015-16 and asked parent members to advise him of any specific difficulties around these. Both Mrs Fraser and Ms Oliver indicated that the October date may be problematic and Ms Wishlade advised that the AGM date may be problematic for her.

80/14/2015 DATE OF NEXT MEETING

The next meeting will take place on Tuesday 25 August 2015.

Convenor _____

Date _____