

# JORDANHILL SCHOOL

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**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 30 August 2016 in the Conference Room.

**PRESENT**

Mr Ken Alexander  
Mrs Anne Fraser  
Ms Janice Oliver  
Mr Kenny MacRae  
Miss Marian Quinn  
Professor Naveed Sattar  
Ms Fiona Wishlade

**APOLOGIES**

Mrs Morag Munro

**ATTENDING**

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

**80/15/2016 APOLOGIES**

Apologies from Mrs Munro.

**81/15/2016 PREVIOUS MEETINGS**

The minutes of 14 June were approved. The action grid and work plans were noted. The Rector highlighted a proposed meeting with the Trustees of the Educational Amenities.

**82/15/2016 MATTERS ARISING**

All items arising confirmed to be on the agenda for discussion.

**83/15/2016 ORAL UPDATE**

**Staffing Update**

The Board were updated on promoted post appointments. Andrew McCall takes up post of Director of Sport on 31 October 2016.

**Summer Work**

The Bursar shared a summary of summer works completed during the holidays: lift underpinning; summer painting programme; completion of new fire alarm system installation and a full electrical safety and installation check and certification.

**School Counselling Service**

This service was introduced in 2015-16 and is currently 50% funded by the NHS. The Rector presented a high level summary of use in 2015-16 and themes. This service is highly valued by users based on feedback received.

**Online Parents' Evening Booking System**

This system was trialled in June with the S1 Parents' Evening and following positive feedback from parents it will be used throughout secondary.

### **Formal Opening of the Confucius Classroom**

This will take place on the morning of 22 September 2016 and formal invitations will be issued to the Board later in the week.

### **Duke of Edinburgh Award**

Ms Stella Russon (Home Economics PT) has assumed leadership of the scheme. The bronze award will be offered in the first instance to S4 until staff are appropriately trained and experienced.

### **Literacy and Numeracy**

The Rector shared a summary of statistics on literacy and numeracy as submitted to Scottish Government. It is anticipated that the outcomes of the national survey will be published in December 2016.

### **National Qualification Outcomes**

Board members received a briefing on the SQA results for 2016. In response to a question, it was noted that parents of S4 pupils receive a briefing at the start of S4 which explains all aspects of the examinations and post results review service.

## **84/15/2016 SCHOOL HOLIDAYS 2016-17**

The Board approved the term dates for session 2017-18. It was noted that Glasgow City had not yet finalised dates for the latter half of the session.

The November inset day transfers to Friday 13<sup>th</sup> October, the day prior to the October break in line with GCC. This is intended to facilitate a planned trip for pupils to China scheduled for the October week.

A communication would be issued shortly to parents and attention will be drawn to some of the key changes.

## **85/15/2016 SECONDARY PARENTS SURVEY 2016**

The Rector delivered a presentation on the outcomes on the independent survey undertaken in June. Key elements will appear in the Annual Report. The response rate was disappointing at 19.7%, however the overall rating was the highest on record. The overall results were extremely good with the majority of indicators ranked as 'outstanding' and all others at the level below. No issues of concern emerged. Indicators of parental values and expectations in relation to health, Higher Education expectations and levels of homework were shared and discussed.

## **86/15/2016 ANNUAL REPORT 2016**

The Board reviewed the Report and commended it as concise and very well presented. Feedback offered also commended the level of qualitative detail and range of outcomes delivered. The Board approved the report for presentation to the AGM.

**87/15/2016 JORDANHILL CONFERENCE 2016**

The Board discussed the forthcoming conference noting the effort invested to deliver a variety of workshops designed to interest and inform parents.

Board members will each take part in different workshops: Science of Learning – Naveed Sattar; E-safety – Ken Alexander; Developing the Young Workforce – Janice Oliver; Big Maths – Kenny MacRae; Modern Languages – Fiona Wishlade and Parent Perceptions – Anne Fraser.

**88/15/2016 REVIEW OF ADMISSIONS POLICY**

No changes to the Regulations were proposed. The Rector noted that an unusual set of circumstances relating to the interpretation of one aspect of the Regulations had arisen very recently. This would be given some consideration and the Board would be advised if it required discussion.

**89/15/2016 EDUCATIONAL AMENITIES TRUST CONSTITUTIONAL CHANGES**

The Trustees of the Educational Amenities Trust had issued a consultation paper seeking the views on proposed constitutional changes from the bodies nominating its members. The Board which nominates two members of the Trust approved the suggested constitutional.

The intention to hold a joint consultative meeting between the Board of Managers and Trustees of the Educational Amenities Board was noted.

**90/15/2016 BOARD SELF EVALUATION**

The Board self-evaluation showed a high level of satisfaction on all indicators. Mr Short, reflecting on his professional experience, commented that the Board as very well informed and the quality of information provided to it high as was the quality of discussion.

**91/15/2016 FINANCIAL REPORT**

The Bursar presented summary finances to 30 August 2016. She reported on income and expenditure streams and offered insight into some of the detail behind them. No further correspondence has been received from the Scottish Government regarding recurrent grant for 2016-17. The Rector and Bursar will continue to pursue this.

**92/15/2016 DATE OF NEXT MEETING: TUESDAY 20 SEPTEMBER (AGM)**

Convenor \_\_\_\_\_

Date \_\_\_\_\_