

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Monday 22 January 2018 in the Learning Zone.

PRESENT

Mr Ken Alexander
Mr Neil Francis
Ms Susan Jeffrey
Dr Helen Kelly
Mr Kenny MacRae
Mr Joseph McKenna
Professor Kevin O'Dell

ATTENDING

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

VISITING

Mr Gavin McLellan (Development Director)
Mr Philip Murison (EA Trust)
Mrs Claire Wood (EA Trust)
Mrs Catherine McKendrick (EA Trust)

APOLOGIES

Mr Alister Cameron
Mrs Julie Carrie
Mr Anthony Daye
Mrs Morag Munro

Joint meeting with the Trustees of the Educational Amenities Trust Fund

A joint meeting with the Trustees of the Educational Amenities Trust Fund took place from 7.00 – 7.45pm.

Dr Thomson outlined four key capital projects which would form the focus of the development plan and centenary initiatives. Those present commented that the plans were ambitious but realisable and in covering a wide range of initiatives would be attractive to the community. These plans will be shared with the staff during the in-service day on 14th February. Dr Thomson left the meeting.

Gavin McLellan, Director of Development presented an informative final development plan and engaged in questions and answers around the strategy to take the School into its centenary year in 2020 and beyond. The Board and Trustees welcomed this exciting opportunity to develop the development and fundraising dimension of the school and understand more about the School's vision for capital expenditure. Mr McLellan's presentation covered a full range of themes including capabilities, benchmarking, campaigns, consultation and the case for support.

The first project is to resurface the existing hockey pitch and MUGA during 2018. Members had before them a paper setting out the outcomes of a tendering exercise. Board members and Educational Amenities Trustees approved the School's plans for the project and the financial commitment required.

The Trustees and Mr McLellan left the meeting.

30/17/2018 APOLOGIES

Mrs Munro, Mr Cameron, Mrs Carrie and Mr Daye.

31/17/2018 PREVIOUS MEETING

The minutes of 28 November were approved. The action grid was reviewed and work plan discussed. The Depute Rector and Convenor outlined a letter that had been prepared for parents updating them on new Standardised National Assessments (SNSA) and amendments to the School's Uniform Policy. Board members approved the content of the letter for release.

32/17/2018 MATTERS ARISING

There were no matters arising not already accounted for in the agenda.

33/17/2018 RECTOR AND CONVENOR ORAL UPDATE

Nothing to report on not already accounted for in the agenda.

34/17/2018 ANNUAL REVIEW OF POLICIES

The Convenor shared a summary paper highlighting the School's proposed review of policies during 2018 which would come before the Board for discussion and approval. These include:

- Complaints (January 2018)
- Data Protection (GDPR)
- Additional Support Needs
 - Accessibility
 - Accessing Children's Educational Needs
- Admissions (Annual review August)
- Freedom of Information (FOI) Update

It was suggested that the timing of the GDPR and FOI updates might sit well together and should be aligned at the one date for review. The Depute Rector outlined the revised guidance had now been published with respect to Additional Support Needs and she would be working with staff, specific parents and pupils to update the School's Accessibility and Accessing Children's Educational Needs policies.

35/17/2018 COMPLAINTS PROCEDURES

The Depute Rector and Convenor discussed the refreshed Complaints Procedures that had been distributed for review. Procedures had been updated to incorporate any new legislative requirements and followed standard advice from the Scottish Information Commissioner. The style and content of the policy had also been modernised. The Board endorsed the policy.

36/17/2018 BGE LEVELS IN PRIMARY AND SECONDARY

Discussion of this item was deferred to the next meeting.

37/17/2018 OUTLINE SCHOOL IMPROVEMENT PLAN (SIP) 2018

The Depute Rector talked through the outline SIP and offered a summary update under each heading. The Board were particularly interested in Developing the Young Workforce themes and the possibilities around apprenticeships for our pupils. Discussion also ensued about the investment in Modern Languages and Mandarin, noting that there are limited numbers of Mandarin teachers in Scotland.

Mr Short referred to the National Improvement Framework and it was agreed the Board would wait in interest for the advice that would be published by Education Scotland on family learning and a young person's guide to 'How Good is Our School?'.

The Depute Rector stated that we are always looking outward to develop our staff and plan to work with the Scottish College for Educational Leadership to implement a Collaborative Middle Leadership programme. Dr Kelly shared her experiences and views as a member of staff regards the School's excellent approach to offering opportunities to staff to develop them in role and stretch their knowledge through professional learning and development opportunities.

38/17/2018 BUDGET UPDATE 2017-18

The Bursar presented a full summary of income and expenditure up to the end of December 2017 and discussed the recent agreement on the Pay Settlement for teachers announced in December. She also advised that any savings effected between now and end of March 2018 would accrue to the School's reserve.

39/17/2018 BUDGET UPDATE 2018-19 AND 2019-2020

It was agreed that the Finance Committee will meet and report back to the March meeting.

40/17/2018 DATE OF NEXT MEETING - TUESDAY 20 MARCH 2018

41/17/2018 OTHER BUSINESS

Members are asked to advise the Rector or Convenor of any additional business in advance of the meeting.

Convenor _____

Date _____