

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 5 June 2018 in the conference room.

PRESENT

Mr Ken Alexander
Mrs Julie Carrie
Mr Anthony Daye
Mr Neil Francis
Ms Susan Jeffrey
Dr Helen Kelly
Professor Kevin O'Dell
Mr Kenny MacRae
Mr Joseph McKenna
Mrs Morag Munro
Mr Graham Short

ATTENDING

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

VISITING

Mrs Giuliana Iafrate (Biology Teacher)
Mr Jack McGinlay (Chemistry Teacher)
Mr Bob Todd (Network Manager)

APOLOGIES

Mr Alister Cameron

75/17/2018 APOLOGIES

Mr Cameron

76/17/2018 FINANCIAL STATEMENT 2017-18

Mrs Lindsey Paterson, Senior Statutory Auditor at PricewaterhouseCoopers LLP (PwC), was welcomed and she delivered her Report to the Managers. She presented the executive summary of the report and 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.

Mrs Paterson advised that the audit work was, exceptionally, incomplete as the underlying information on pensions was not yet available from Strathclyde Pension Fund. She noted that this was out with the hands of Jordanhill School, but anticipated that it would be resolved shortly. She confirmed that (except for the pension information) she was issuing an unqualified audit opinion and that all numbers and disclosures presented were correct with no uncorrected items to report.

Mrs Paterson drew the attention of the Board to the audit approach and findings and the two areas of focus: Fraud and Management Control and Pension Plan Assets/Liabilities Valuation. 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 other audit and accounting matters contained in the report, including audit independence, accounting principles and policies and the internal control environment. She confirmed no difficulties or uncertainties were experienced during the audit.

Mrs Paterson touched on other areas of importance and interest to the Board. She discussed the new Corporate Criminal Offence and Safeguarding and Notifiable Events. These developments place revised obligations on many organisations and charities including Jordanhill School.

The Board engaged in dialogue around the governance role of charity trustees with Mrs Paterson and teased out acceptable audit evidence to verify and demonstrate compliance and diligence with these responsibilities.

Mrs Paterson left the meeting and Miss Grant presented the financial statements to the Board members covering specifically the Statement of Financial Activities, Balance Sheet and notes to the accounts. She highlighted changes and reasons for each and took questions from colleagues.

The Board approved the financial statements and accounts in principal. It was agreed that the Bursar, Convenor and Treasurer would meet on receipt of the final version from PwC with powers to sign the Financial Statement subject to no material changes emerging.

77/17/2018 SCIENCE TECHNOLOGY ENGINEERING AND MATHEMATICS STRATEGY (STEM)

A presentation was delivered by the STEM coordinators Mr McGinlay and Mrs lafrate. The Board shared the enthusiasm of the presenters and applauded the work of the School staff in delivering excellent teaching and learning and enthusing the young people in these subjects. The Board members acknowledged the academic success and wealth of opportunities that were available to all the pupils in Jordanhill School and thanked staff for their efforts. The success of the partnership with Jacobs was highlighted.

78/17/2018 DIGITAL STRATEGY PHASE 2

Mr Todd (IT manager) summarised the School's digital journey over the last 5 years and outlined the aims of Phase 2 of the Digital Strategy. The intention is to optimise the user experience through ease of accessibility. This will significantly enhance the use of Office 365, minimise user log-ins, much improve remote working and cater for anticipated future ways of working. The Board approved Phase 2 of the Digital Strategy (presented at the last Board meeting) and the associated expenditure.

Mr Todd also addressed some questions on GDPR and data security in cloud based environments. He welcomed any further interest from the Board should questions arise.

79/17/2018 PREVIOUS MEETINGS

The minutes and confidential minutes of the meeting of 15 May were approved and the work plan noted.

80/17/2018 MATTERS ARISING

There were no matters arising not already on the agenda.

81/17/2018 RECTOR AND CONVENOR: ORAL UPDATE

The Rector offered a verbal update on recent appointments: Mr McMaster has been appointed to the permanent 1.0fte in Pastoral Care. Mrs Blair is the new Support for Learning part-time permanent teacher; Mrs Gardener is the new part-time Educational Psychologist and vacancies still exist in Computing and English. Further updates would be forthcoming at the next meeting.

The Bursar highlighted her email sent to non-parent Board members on PVG disclosure and offered the Board colleagues guidance on this.

82/17/2018 FINAL SCHOOL IMPROVEMENT PLAN 2018

The Rector highlighted progress with the outline plan since it was published in January and changes and additions to the final version. Noted specifically was the Broad General Education (BGE) improvements and a review of library provision. The plan was approved.

83/17/2018 DATES OF MEETINGS 2018-19

The meeting dates were issued and noted for diaries. The dates were approved.

84/17/2018 DATE OF NEXT MEETING: TUESDAY 28 AUGUST 2018

85/17/2018 OTHER BUSINESS

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

Convenor _____

Date _____