

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 21 January 2020 in the Conference Room.

PRESENT

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

ATTENDING

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

27/19/2020 APOLOGIES

Mr Gerry Sludden and Ms Margaret Orr

28/19/2020 PREVIOUS MEETING

The minutes of 26 November 2019 were approved. The action grid offered no new or live items and work plan was noted.

29/19/2020 MATTERS ARISING

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

30/19/2020 RECTOR AND CONVENOR: ORAL UPDATE

The Rector provided an update on a staffing matter related to ill health.

Centenary

The Rector reported that a staff group had seen a preview of the light show and were very impressed.

The Board had been briefed on a refresh to the Journal at its last meeting. No comments had been forthcoming and the refresh will progress for the March/April 2020 edition.

A lapel and kilt pin have been designed and production is underway. A seating memorial is being designed with input from pupils. This will be located to the front of the school. Options for sponsorship are being explored.

Finally, the school wishes to draw together a historical timeline to form a wallpaper in a public space in the main building. This is in its infancy at present and ideas are being drawn together currently. Both the timeline and the seating stem from ideas from a pupil group.

31/19/2020 SCHOOLS INFORMATION DASHBOARD

The School Improvement Plan offers parents a web link to the School Information Dashboard. This presents information from the Scottish Government and is publicly available for anyone interested in viewing. The Rector offered a presentation.

32/19/2020 OUTLINE SCHOOL IMPROVEMENT PLAN 2020 (SIP)

Dr Thomson delivered an overview of the outline SIP for 2020-21 and drew the attention of the Board members to a number of important themes including: Young STEM Leaders, Digital Strategy, Gender Kite Mark, Sustainability and the How Good is Our School themes that are being reviewed by the school this year.

The Rector spoke of the gender work that would be completed on the Inset day and the survey that had already been completed by staff on Empowering Schools, the results of which were to be analysed, however a good number (77) staff responded. He also advised the Board about the continued progress being made on updating course choice information for pupils.

33/19/2020 DEALING WITH STAGE 2 COMPLAINTS

A paper was distributed to Board members seeking views on how the school might best deal with complaints which have not be resolved through normal mechanisms. The issues discussed which may give rise to such situations are:

- Appeals against exclusion
- Appeals on Admissions
- Unresolved Complaints

Three important considerations arise that the Board are committing are:

- Strengthen the number and role of independent directors on the Board
- Consider occasion for use of external mediation
- Consideration of the role of senior managers and how they may evolve in the process, for example to what extent the Rector should be involved so that he/she can act as a first court of appeal.

The Board agreed to further reflect and take these actions forward.

34/19/2020 DIGITAL STRATEGY PAPER

The Board members discussed an updated Digital Strategy paper. This highlighted the need to replace 55 interactive whiteboards due to changes in Microsoft Windows 10. The paper explained in detail the rationale and also provided information on an upgrade to the SWAN interconnect.

The paper was approved and will be presented to SG colleagues w/c 27 January at a meeting with the Rector and Bursar.

35/19/2020 HEALTH AND SAFETY AUDIT

The Bursar presented the executive summary from the recent external audit of Health and Safety across the School in November to Board colleagues. This takes place on a 5-year cycle. Miss Grant was pleased to report 100% compliance and some very positive comments and observations from the Health and Safety consultant on compliance, due diligence, risk assessment and overall safety culture and attitude. She made available to all Board members the full audit document for their review. The Board had no further comments or questions and were very pleased with this very positive audit.

The consultant offered the following observation:

'The positive health and safety culture evident at Jordanhill School is something the School should be justifiably proud of.'

36/19/2020 FINANCE UPDATE 2019-20

The Bursar presented updated income and expenditure streams to the end of December 2019. She discussed the challenges of the costs associated with the food service emerging and the changes to the food nutritional regulations in schools to launch in the Autumn which are thought will have a detrimental impact on income.

37/19/2020 CONFIDENTIAL ITEM

A confidential item was discussed.

38/19/2020 DATE OF NEXT MEETING: 21 March 2020

39/19/2020 OTHER BUSINESS

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

Convenor _____

Date _____