

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 25 August 2020 in the Learning Zone.

PRESENT

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

ATTENDING

Miss Wendy Grant
Mrs Christine Robertson
Dr Paul Thomson

VISITING

Mrs Lindsey Paterson

72/2020 APOLOGIES

Mr Richard Buchan and Mr Neil Francis.

73/2020 FINANCIAL STATEMENTS 2019-20

Mrs Lindsey Paterson, Senior Statutory Auditor at PricewaterhouseCoopers LLP (PwC), was welcomed. She presented the executive summary of her Report to the Managers 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 confirmed that she was issuing an unqualified audit opinion with no issues arising from testing on the financial statements. She thanked the Bursar and school team for their cooperation during the audit which was all conducted remotely this year.

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. No exceptions, errors or issues were noted under Fraud and Management Control. Testing on Pension Plan Assets/Liabilities Valuation was split into 6 areas and PwC's internal actuarial experts reviewed the assumptions used by Hymans Robertson LLP, Strathclyde Pension Fund's actuaries. PwC identified one uncorrected judgemental adjustment in relation to the mortality assumptions used by the actuary and the adjustment was out with PwC's tolerable threshold and would result in the pension liability increasing by around £48k. No further exceptions were identified from testing.

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 implication of Covid-19 on charities as expressed in the Report to the Trustees. No immediate concerns were raised regarding Jordanhill School.

Mr Alexander thanked Mrs Paterson and PwC as they depart as auditors to the school following a tender exercise in 2019. The Bursar commented on the professionalism and expertise the school had enjoyed for many years working with PwC.

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.

74/2020 PREVIOUS MEETINGS

Minutes and confidential minutes of the 9 June and 5 August were approved. The work plan was discussed and noted future dates for content of meetings and delivery of actions. It was noted the Annual Report would be issued at next meeting and the OPEX exercise rescheduled.

75/2020 MATTERS ARISING

No matters arising not already on the agenda.

76/2020 RECTOR AND CONVENOR: ORAL UPDATE

- **Centenary**

The Kelvingrove dinner has been rescheduled to 15th May 2021. Most people wish to retain their booking. All other events have been cancelled and including the usual Christmas Fayre and Fireworks events.

77/2020 ADMISSIONS REVIEW

Dr Thomson provided members with copies of the key questions emerging from the second Zoom meeting and provided feedback on the resulting discussion. He also highlighted what had emerged from the first meeting, information about which had been shared more widely with members. The convenor and Mr Short also commented.

It was noted that the Board had deliberately chosen not to raise issues about the Grant Aided status of the school as part of the original consultation event or indeed in presenting the final proposal to members in the ballot. This matter had been raised by members at the first Zoom meeting and it was therefore necessary to provide a direct answer.

It was noted that information had been circulated at the weekend ascribing statements to the Board/school which had never been made. The Board agreed that these had to be specifically refuted. It was delegated to the office bearers to prepare a suitable letter to members.

78/2020 SQA RESULTS 2020

Dr Thomson shared a presentation on the school's summary SQA results for 2020. Results were very strong. Graphs and charts presented highlighted the patterns over the short and longer term and included some 5 year rolling averages.

Standardised testing will continue in September as normal for English and Maths in S1 and the Standardised National Testing for S3.

79/2020 ARRANGEMENTS FOR ANNUAL REPORT AND SCHOOL IMPROVEMENT PLAN

Dr Thomson confirmed that the draft Annual Report would be discussed at the October meeting. He intended also to bring forward the review of the School Improvement Plan from November to October.

In recent years the AGM had moved from June to September driven by the time taken for the necessary pensions information to become available for the auditors. There had been further delays this year which coupled with the COVID-19 restrictions had pushed the AGM back to November. In this context it was sensible to consider the review of the SIP alongside the Annual Report.

80/2020 FINANCE UPDATE

The Bursar delivered a presentation and update on income and expenditure to 31 July 2020. She commented on the impact of Covid-19 on loss of income from the Refectory and Lets which were of concern.

A budget review submitted to Scottish Government in July projected a deficit due to COVID-19 of £180,000. The school had been able to identify savings of £81,000 with around £60,000 arising from transient savings in staff costs. Scottish Government had recently agreed to provide an additional £100,000 in recurrent grant to offset the net losses. It was noted that these projections made assumptions about income from the Refectory and Lets which may not be realised. The school continues to monitor the budget closely during these uncertain times.

81/2020 REOPENING OF SCHOOL

The Board discussed the guidance which had just emerged for the wearing of face masks for secondary pupils in common areas. This guidance was newly published and detailed the actions which would take force from Monday 31st August.

Further guidance is still emerging on sports facilities reopening and indoor PE in schools and extra-curricular activity where guidance is complex and, in some cases, unclear for education.

Local decisions are required to mitigate risks further and no one size fits all.

The Board recognised the flexibility offered by staff in the staggering of the timetable for start/finish/break times. The staff have offered their support in these very difficult times.

82/2020 **DATE OF NEXT MEETING: 22 September 2020**

83/2020 **CONFIDENTIAL ITEM**

All staff members of the Board departed except for Miss Grant and Dr Thomson.

Convenor _____ Date _____