

# JORDANHILL SCHOOL

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**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 20 October 2020 in the Learning Zone.

**PRESENT**

Mr Ken Alexander  
Mrs Julie Carrie  
Mr Neil Francis  
Dr Helen Kelly  
Mr Kenny MacRae  
Mr Joseph McKenna  
Prof. Kevin O'Dell  
Mr Graham Short  
Mr Gerry Sludden

**ATTENDING**

Miss Wendy Grant  
Dr Paul Thomson

**VISITING**

Mr John Anderson

**96/2020 APOLOGIES**

Mr Richard Buchan, Mrs Christine Robertson, Ms Margaret Orr, and Mr Anthony Daye

**97/2020 PREVIOUS MEETINGS**

Minutes and confidential minutes of the 25 September were approved.

The work plan was discussed including some policy items which have been deferred to March. A discussion ensued regarding the online parents' meetings the school started to rollout as face to face meetings are not possible at this time. These were in their early stages but progressing well based on initial feedback from secondary meetings that had already taken place. Board members talked very positively about their experience of the parents' meetings to date. The Board agreed the need to develop policies around these for staff.

**98/2020 MATTERS ARISING**

No matters arising not already on the agenda.

**99/2020 RECTOR AND CONVENOR: ORAL UPDATE**

- **SQA Examinations 2021**

S4 – S6 pupils/parents received an update from Dr Thomson regarding the latest release of information from SQA. The SQA have yet to provide a further update and as soon as they do this will be shared. The school has tried to provide a calendar for key exams, assessments etc. and will share this with pupils and parents when all information is forthcoming.

- **School Uniform**

Dr Thomson and Miss Grant shared with the Board some staff representations around pupils and the wearing of hoodies under blazers during the autumn/winter, mainly driven as a result of decreasing temperatures and the need to try and keep fresh air circulating whilst maintaining heat during the Covid-19 crisis. It was agreed that the uniform was an integral part of the school's ethos and should not be diluted however discernment could be applied at this time and some relaxation of rules to allow school hoodies to be worn under blazers.

- **Community Representations**

Dr Thomson shared the detail of a meeting he had with a group formed and called Jordanhill Parents for Inclusion. Dr Thomson issued a letter to Board colleagues that would be issued to the representative of the group following the Board meeting.

The school has taken receipt of a number of Freedom of Information Requests from the group.

- **Staffing Update**

Mrs Robertson's is leaving Jordanhill School on Friday 20<sup>th</sup> November. The Depute Rector interviews are Friday 30<sup>th</sup> October.

John Anderson will start as Rector on Monday 30<sup>th</sup> November and Dr Thomson will stand down on his arrival.

- **Board Elections**

Miss Grant confirmed that letters would be issued after the Board meeting to all members notifying an election. Five parents are standing for four places. The election will close on Sunday 8<sup>th</sup> November.

## **100/2020 RISK REGISTER**

The Board reviewed the risk register and Dr Thomson highlighted all red high impact items that remain an alert. The school has had to address a number of unplanned capital expenditure items which have resulted in some budget strains. Dr Thomson also expressed the possible impact of the next Strathclyde Pension Fund Revaluation may have on the school's budget and the need to secure funding to manage any increase that may occur on expenditure via employer pension contributions.

The Risk Plan will be reviewed again in April 2021.

## **101/2020 PROPOSED CHANGES TO THE CONSTITUTION**

Dr Thomson provided an update on the proposed changes to the constitution discussed at a previous meeting. The school's solicitors have reviewed the changes presented and these will be prepared for presentation at the AGM.

The Board agreed the draft proposals be taken to the AGM.

**102/2020 ANNUAL REPORT 2020**

The Board approved the final version of the Annual Report and this would be issued alongside the AGM papers in the coming week.

**103/2020 FINANCE UPDATE AND YEAR PROJECTIONS**

The Bursar provided an update on income and expenditure to 30 September 2020. She revisited her comments on the impact of Covid-19 on loss of income from the Refectory and Lets which were of concern.

A full budget projection to year end would be conducted at the end of October and a dialogue with the Scottish Government will follow updating on the previous projections provided in July.

Unplanned capital expenditure and legacy electricity costs have impacted recently on the school's budget. Staffing costs remain under budget.

The school has reintroduced after school sports and charging has just been applied from post October break on reduced levels. The sports fee income and expenditure will remain under review, alongside music fee income and expenditure.

**104/2020 DATE OF NEXT MEETING: AGM Tuesday 24 November 2020**

Convenor \_\_\_\_\_ Date \_\_\_\_\_