

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 21 September 2021 in the school learning zone.

PRESENT

Mr Ken Alexander
Mr Alister Cameron
Mr Anthony Daye
Mr Kenny Hastie
Mrs Deborah Hughes
Dr Helen Kelly
Mr Kenny MacRae
Mrs Emma Miller
Prof. Kevin O 'Dell
Ms Margaret Orr
Mr Graham Short
Mr Gerry Sludden
Mr Andrew Tinkler

ATTENDING

Mr John Anderson
Mr Dougie Brown
Mr Richard Buchan
Miss Wendy Grant

VISITING

Mr Jack McGinlay (part mtg)

62/20/2021 APOLOGIES

Mr Anthony Daye.

63/20/2021 DIGITAL PRESENTATION – LEAD TEACHER – MR JACK MCGINLAY

Mr McGinlay shared a very informative presentation on the school's digital learning and teaching journey with Office365 over the last 24 months. The school introduced Office365 in June 2019, and prior to this the only way to share resources was through access to a departmental folder. Office365 introduced a suite of new resources including Microsoft Teams, Class Notebook, Forms, and Stream to all our teachers and these are now embedded into the pupil experience and learning/ teaching methods in school are being adapted to this technology.

Mr McGinlay, who is a teacher of chemistry and science, shared a very positive commentary on the features and benefits of Office365 and this was further endorsed by the teacher members of the Board, Dr Kelly (maths), Mr Cameron(primary) and Mr Sludden (design and technology). All shared positive examples of how it was enhancing the pupil experience in school.

The presentation covered 4 key aspects of the O365 suite, and these are bulleted below.

Microsoft Teams has introduced:

- Digital hub
- Collaborative learning environment
- Communication
- Classes
- Assignments
- Pupil engagement

Class Notebook – Resource Organisation has provided:

- Easier access to class resources/homework
- Access to real-time class notes/information
- Easier collaboration between teachers
- Easy to re-use resources year after year

Microsoft Forms includes:

- Surveys
- Low stakes quizzing
- Real-time feedback
- Built-in analytics

Microsoft Stream allows:

- Upload, view, and share videos securely.
- Library of recorded lesson content.
- Accessible at any time
- Staff CPD

Mr McGinlay engaged in questions and answers amongst Board members and finished off his presentation offering an update on the benefits of Chromebook technology which is now with every secondary child in the form of a one-to-one device. He shared future plans for staff working together in digital groups sharing and learning from one another in collaborative forums.

The Board thanked Mr McGinlay for a very interesting and engaging presentation.

64/20/2021 PREVIOUS MEETINGS

Mr Alexander welcomed everyone to the meeting.

The minutes of 24 August 2021 were approved with a minor additional amendment to text, which Miss Grant agreed to update.

The work plan offered a flavour of work to come to the Board over the course of the year, noting its fluidity and confirmation that it would be adapted to re-order or introduce items as or when necessary.

The action plan has no items outstanding at present.

65/20/2021 MATTERS ARISING

There were no matters arising not on the agenda.

66/20/2021 RECTOR AND CONVENOR: ORAL UPDATE

Mr Anderson shared an informative update on life in school at present and the continuing Covid mitigations in place. These include face coverings until Oct break, and continued staggering of interval, lunch, and end of day. The school continues to be affected by COVID cases and we continue to keep Public Health informed. We await an update to spectators at our sports events.

Music making and sports activity has increased, and it is bringing a nice atmosphere back to school life.

Mr Anderson updated the Board on the new captaincy team and shared an example of the captaincy speeches.

Mr Buchan shared an informative update on the life of primary. He shared news of house captains, the pupil council, and a maths challenge (maths week) that was underway and would take place 27 September to 3 October 2021. Mr Buchan also summarised the improvement priorities in primary at present, including 'Developing the Young Workforce', the GTCS professional standards and tracking learner's health and wellbeing achievements.

Mr Brown shared a full update on pupil support in school and discussed the background to Joint Support Team meetings, collaborative approaches to multi-agency work and solution-oriented discussions. Mr Brown also talked about the 'Glasgow Motivation and Wellbeing Profile' and the theory behind it. He produced interesting pupil statistics and graphs that are able when analysing surveys results.

Finally, Mr Anderson shared a suggestion for a meeting on 7 December to appoint office bearers for the new Board following the AGM in November.

67/20/2021 DOORS OPEN DAY

The Board were encouraged to watch the 12minute film made about Jordanhill School for this year's Doors Open Day. Mr Anderson thanked Mrs Donaldson, librarian, and school archivist, and the 4 senior pupils for supporting its production.

[Striving Higher – A Virtual Tour of Jordanhill School – Glasgow Doors Open Days Festival](#)

68/20/2021 CONFERENCE AND AGM

Mr Anderson suggested the AGM and conference would now run virtually and provisional timings are:

1. 7.00-7.45pm: AGM via Zoom
2. 7.55-8.30pm Primary event/Secondary event

The Board agreed these provisional suggestions.

69/20/2021 ANNUAL REPORT

Mr Anderson shared the Annual Report and invited comments from Board colleagues. A very complimentary discussion ensued on the achievements and work of the school in the last year.

The Board were content with the content of this document, and it would form part of the AGM papers in November and issued at least 3 weeks prior to the date of that meeting.

70/20/2021 BUDGET AND FINANCE UPDATE 2021-22

Miss Grant offered an update on the budget to date and the detail behind some of the numbers.

She offered some commentary on income streams and prevailing risks to letting income due to staffing volatility. She also commented on costs and once more a close eye on staff cover spends because of a rather high number of absences since return in August.

71/20/2021 DRAFT TERM DATES 2022-23

The Board reviewed some draft dates for 2022-23 and confirmed that a set of dates as close to Glasgow city council is desired as is usually the case. They approved dates in principle with a query on the length of the Christmas holiday which would be followed up. Mr Anderson will publish the dates to parents when Glasgow offers confirmation of their agreed dates.

72/20/2021 CONFIDENTIAL ITEM

The Board discussed a confidential item.

73/20/2021 DATE OF NEXT MEETING

19th October 2021.

74/20/2021 OTHER BUSINESS

Members are asked to advise the rector or convenor of any additional business in advance of the meeting.

Convenor _____ Date _____