

# JORDANHILL SCHOOL

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**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 15 March 2022 in the school's Learning Zone.

## **PRESENT**

Mr Russell Davidson  
Mr Kenny Hastie  
Mrs Deborah Hughes  
Dr Helen Kelly  
Ms Margaret Orr  
Mr Graham Short  
Mr Andrew Tinkler  
Mr Ewen White  
Professor James Yu

## **ATTENDING**

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

## **APOLOGIES**

Mr Alister Cameron  
Mr Anthony Daye  
Mrs Emma Miller  
Mr Gerry Sludden

## **VISITING**

Mr Andrew Proffitt

### **19/21/2022 WELCOME, APOLOGIES AND CONFLICT OF INTERESTS**

Mr Hastie welcomed everyone to the meeting. Mr Alister Cameron, Mr Gerry Sludden, Mrs Emma Miller and Mr Anthony Daye offered apologies. There was no conflict of interests.

### **20/21/2022 COVID RECOVERY PRESENTATION (by staff members)**

**Mr Andrew Proffitt- Principal Teacher of English** offered an insightful presentation on the meaningful use of Covid recovery money that has had a very positive impact on the learner journey in English throughout the last 12 months.

**Dr Helen Kelly – Principal Teacher of Mathematics** shared an informative presentation on Covid interventions in the department in the last 12 months. She confirmed the basis of these interventions offered a very important solid foundation to pupils who were in receipt of some very targeted support running in small groups.

**Mr Richard Buchan – Primary Headteacher** shared the themes and interventions offered in primary to children being supported with literacy and English, specifically some detail on writing lessons in P3-P6, early interventions in P1-P2 and directed teaching to boost reading and spelling. Literacy has been the biggest focus in primary to aid Covid recovery.

**Mr Dougie Brown – Depute Rector** gave an update on the nurture support and health and wellbeing interventions adopted by the pupil support team and teaching colleagues to deliver Covid recovery. New Assistant Heads of House posts have been created on a temporary basis and a very experienced Wellbeing Family Support Officer recruited to help pupils and families at highest risk of non-engagement with school. Progress is ongoing and it is hoped some on these interventions will continue in the longer term.

**21/21/2022 PREVIOUS MEETINGS**

The minutes and confidential minutes of 18 January were approved. There were no items on the action grid and the work plan was reviewed for information.

**22/21/2022 MATTERS ARISING**

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

**23/21/2022 RECTOR AND CONVENOR: ORAL UPDATE**

Mr Anderson shared the recent sporting success in hockey and the large numbers of supporters who will be travelling to the girls' hockey final to watch them play.

The rector also shared news of new staff started in the school admin team and leavers who were retiring or moving to new pastures.

He mentioned the recent Ken Muir Report, an education review commissioned by the Scottish Government which details a case for change in school education.

Mr Anderson provided an update to members on the current Covid landscape in school, including mitigations and new messaging around changes to school activities as a result. He shared his desire to continue Covid intervention strategies should the Scottish Government offer a funding stream to do this in the new financial year. Staff absence is at its highest at present and covering classes extremely challenging with the school is very stretched to meet the timetable requirements. Significant supply teacher resource has been used since January 2022 to help cover classes and maintain continuity of teaching. Mr Anderson wished to note that all staff have helped the school through a very challenging time with minimal impact on pupil learning.

Finally, the rector shared the details of a meeting he and Miss Grant had with Scottish Government colleagues on 23 February, outlining the schools needs and requests for budget recognition in 2022-23.

**24/21/2022 INSTRUMENTAL INSTRUCTION AND CORE CURRICULUM CHARGES**

The rector advised members of changes to Scottish Government policy which instructs that all music tuition must be free, musical instruments and consumables must be free- the target is to maintain pre-Covid numbers of pupils and there is a desire to grow the service. This will provide some very deep financial challenges to the local authorities and to Jordanhill School as a result to this change in policy. Jordanhill School forecasts a significant deficit in funding to meet the needs to maintaining such levels of provision and must monitor this very closely and consider new ways to raise money to cover the shortfalls in income over expenditure.

The Scottish Government have also created a new policy, with similar instruction regarding core curriculum charges. Schools must provide resources free of charge which have previously been bought in some practical subjects. A grant will be provided to schools; however, this will

only cover 50% of the actual costs of providing these resources and Jordanhill School will be challenged once more to consider how it will bridge the difference. The risk here is the quality of resources may diminish to meet budget considerations.

A communication will be sent to parents in the coming months to update on these changes.

## **25/21/2022 FINANCE UPDATE**

### **2021-22**

The bursar offered a presentation and commentary on the current financial year which was nearing closure and financial year end on 31 March. The school's staffing had been stretched by Covid absences in the last month or two and income streams were still lower from a 'typical' pre-Covid year in school letting and school refectory. Miss Grant acknowledged and recognised increasing costs in utilities and food. Any pockets of savings had been diverted into much needed school resources in primary and technology. The school has committed all the 2021-22 budget and hoped to deliver as close to a break-even position as possible. The school audit commences on 7 April with Azets.

### **School Food Service**

Miss Grant delivered a presentation on the food service in school. She weighed up all the positive and negative activity associated with the last two years which has impacted heavily on the activity and profitability of the refectory service.

The Board members engaged in discussion and offered feedback and comments on the service. They approved a price increase in meal prices from 19 April 2022 as a result of increasing costs across the food service. Miss Grant agreed to letter parents prior to the spring break with full details of changes.

### **Declaration of Interests**

All forms were received with thanks by Miss Grant and have been stored for issue to the auditors.

## **26/21/2022 BUDGET 2022-23**

Mr Anderson offered a summary of the financial landscape for 2022-23 and shared budget projections for the year ahead. A large deficit in funding is forecast unless the Scottish Government offer support to Jordanhill School to fund cost of living increases by way of Living Wage, employers' national insurance increases, pay awards, and the inflationary effects of all other costs including a very elevated energy market. All factors listed here are out with the school's proper control. He also shared a pledge for further recovery grant to aid the work underway to support our pupils who have been adversely affected by interruption to learning during the pandemic.

Mr Anderson and Miss Grant met with the Scottish Government in February and await a response to the summary position offered for 2022-23. It is hoped a communication will be forth coming before the audit commences on 7 April.

The Board will be offered an update at the next meeting in April.

## **27/21/2022 DEVELOPMENT**

### **Journal**

Mr Anderson shared the results of feedback from the school journal survey that had been launched following the release of the December journal. Eighty-six people responded and offered their views on content and format with room for any comments to improve.

As a result of this engagement, we will approach the launch of the next journal with the following pointers in mind:

- Hard copy to all alumni with a soft request for a donation
- Electronic copy to all parents with an option to pre-order a hard copy
- Try to strike the balance between celebrating the past (Alumni) and celebrating the present (current pupils)
- Aim would be for the journal to be self-sustaining.

### **Director of Development**

The school is continuing in its journey to recruit to this new post and will keep the Board abreast of progress as it evolves. Mr Tinkler has agreed to form part of the interview panel representing the school and Educational Amenities Trust in May, all going well and to recruitment timelines.

### **Kelvingrove Centenary Dinner**

The Board were offered a reminder that the school will host this dinner on Saturday 17 September 2022 which will be hosted by Jennifer Reoch with musical items from Jordanhill Pupils and the Tartan Tenor (Former Pupil). A video: Jordanhill through the Ages, a raffle and some fundraising will also feature on the night.

## **28/21/2022 HEALTH AND SAFETY POLICY**

The Board reviewed and scrutinised the policy and offered positive comments about the positive behaviours expressed in the most recent external audit of H&S. The school externally quality assures this policy every 5 years. Miss Grant (health and safety officer) offered information relating to the H&S committee in school, the recent focus on Covid safety, the very strong numbers of first aiders on site and the low number of accidents that are reported year on year.

Board members engaged in a discussion about the frequency of external H&S audits and the Board's responsibilities for H&S. It was agreed that this would be reviewed.

The Board were content with the full update offered and continue to endorse the policy as it stands.

**29/21/2022 BOARD ELECTIONS**

The bursar (and company secretary) confirmed 3 vacancies that will arise following this year's AGM in September 2022. Professor Yu, Dr Kelly and Mr Cameron will all resign their posts. Communication will follow in May to the parent body welcoming nominations for the one parent vacancy and to staff for the two staff vacancies.

**30/21/2022 DATE OF NEXT MEETING**

26 April 2022

Convenor \_\_\_\_\_

Date \_\_\_\_\_