

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 7 June 2022 in the school's Learning Zone.

PRESENT

Mr Russell Davidson
Mrs Deborah Hughes
Dr Helen Kelly
Ms Margaret Orr
Mr Ewen White
Mr Anthony Daye
Mrs Emma Miller
Mr Graham Short
Mr Gerry Sludden

ATTENDING

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

APOLOGIES

Mr Alister Cameron
Mr Kenny Hastie
Mr Andrew Tinkler

DID NOT ATTEND

Professor James Yu

VISITING

Ms Allison Gibson
Mr Andrew Fraser

43/21/2022 WELCOME, APOLOGIES AND CONFLICT OF INTERESTS

Mrs Hughes welcomed everyone to the meeting. Mr Andrew Tinkler, Mr Kenneth Hastie and Mr Alister Cameron offered apologies; Professor James Yu did not attend.

Mrs Hughes extended a welcome to Ms Allison Gibson, audit partner from Azets and Mr Andrew Fraser, depute head teacher who were both visiting the meeting.

There was no conflict of interests.

44/21/2022 YEAR END AUDIT 2022-23

Ms Gibson introduced and talked through the audit report and confirmed that Azets had issued an unqualified audit opinion which offered the Board comfort in the knowledge that the school finances were very much in order and the Board compliant in its governance role.

She shared the audit evidence gathered to mitigate risks and once more offered the Board comfort as all results produced satisfactory assurances to Azets in respect of all risks measured.

The key areas of risk measured included:

- Fraud and revenue recognition
- Management override of controls
- Key accounting estimate – valuation/impairment of property
- Key accounting estimate – valuation of the pension scheme liability
- Fund accounting
- Expenditure
- Going concern including consideration of the continued impact of COVID-19 pandemic

Further information was shared with the Board on the assurances received by Azets during the audit on matters related to going concern, fraud, accounting policies and disclosures, internal controls, non-compliance, related parties, misstatements, and independence.

She explained that there was nothing to report by way of error or correction and recognised the excellent work delivered by the school finance team in delivering such results.

Ms Gibson thanked Miss Grant and her finance colleagues and offered the Board the opportunity to ask questions and engage.

Board members discussed public sector finance cuts and the impact on school finances as a result; Ms Gibson expressed the need for robust risk registers and regular updates on the school's income over expenditure during the year to mitigate any surprises.

Miss Grant presented summary information from the Statement of Financial Activities and Balance Sheet. She explained the different types of income and expenditure and offered reasons for changes year on year. She highlighted key information in the notes to the accounts which were helpful in providing commentary on headline finances.

The Board were content with the information offered and provided and approved the financial statements for 2021-22.

Miss Grant thanked Ms Gibson and the team of auditors deployed to undertake the audit work.

Ms Gibson left the meeting.

45/21/2022 PROFESSIONAL UPDATE AND PROFESSIONAL REVIEW OF DEVELOPMENT

Mr Fraser, secondary depute head teacher and professional learning coordinator, offered a very informative presentation on the recent work undertaken and in progress as the school goes through the new teacher professional update and professional review and development, driven by The General Teaching Council of Scotland (GTCS). Ms Orr has offered her support and advice to the evolving process of continuous improvement here.

Board personnel have a statutory duty of governance and expressed much interest in Mr Fraser's presentation, and it was suggested that a policy statement should express this Board duty explicitly.

Mr Fraser's presentation offered the journey, timelines and actions associated with all the work behind the review. He made it clear that the impact would be apparent to the pupils of the school as teachers evolve and develop to improve learning and teaching techniques and outcomes.

Key themes associated with highly effective professional review and development of trust, time and timing, coaching and actions flowed through the presentation and underpin the review.

Mr Fraser confirmed that following a period of consultation, the refreshed and restructured Professional Standards for teachers were enacted on 2 August 2021. The 5 standards are:

- The Standard for Provisional Registration
- The Standard for Full Registration
- The Standard for Career Long Professional Learning
- The Standard for Middle Leadership
- The Standard for Headship

The Professional Standards for Scotland's Teachers describe teacher professionalism in Scotland. They are thought of as the teachers' 'way of being'.

As a result of the refresh, the school is required to revalidate its policy and procedures with GTC Scotland.

Board colleagues engaged in questions and discussion with Mr Fraser, and Ms Orr offered her praise for the work the school has advanced regarding this review.

Mr Fraser left the meeting.

46/21/2022 PREVIOUS MEETINGS

The minutes and confidential minutes of 26 April were approved. There were no items on the action grid and the work plan was reviewed for information.

47/21/2022 MATTERS ARISING

One confidential item was noted for discussion.

48/21/2022 RECTOR AND CONVENOR: ORAL UPDATE

Mr Anderson shared some commentary on several items that had taken place in recent weeks or on items that were forthcoming. He offered some photographs of trips and sporting events and talked about the fun and energy that the pupils and staff shared whilst partaking in these events.

He also summarised changes to staffing and shared the success of investment in post-Covid recovery staffing that had boosted pupil learning and offered leadership opportunities to staff in school. The funds for Covid staffing have now ceased and in August no further supports of this nature can be afforded. The Scottish Government has offered some financial support to the phased implementation of the 21-hour contract for teachers. Mr Anderson updated Board colleagues on recruitment and probationer requests for 2022-23.

The rector talked briefly about the school's annual policy reviews and confirmed that new/refreshed policies had already been published, those being Separated Parents, Expenses and that a current exercise to quality assure the schools employment policies was underway.

The rector offered an update on the filling of the post of Director of Development. This vacancy has now been filled and it is hoped our appointee will take up post on 1st August. The rector and bursar shared an update on a Scottish Government meeting and discussion in May about the school's capital grant and funding, including an express summary of spending planned and required in 2022-23. They presented to Scottish Government colleagues a 10-year Planned Preventative Maintenance Survey which has been undertaken by professional surveyors and engineers and presented a strong case for an increase to the school's recurrent grant annually.

A further update will be offered as soon as a response is received from these colleagues.

Mr Anderson invited the new Executive Head of Education Services for Glasgow City Council, Mr Douglas Hutchison, to the school and both shared a fruitful meeting and clear mutual desire to work collaboratively and share resources as far as practicable.

Finally, the rector offered an update to the Board on events forthcoming, including the sports day and Prizegiving.

49/21/2022 BUDGET AND FINANCE UPDATE 2022-23

Miss Grant presented summary income and expenditure to the end of May 2022. There were no issues or exceptions to report at this early stage in the year. The Board were content with the information shared.

50/21/2022 APPOINTMENT OF BOARD MEMBERS

Miss Grant explained that no nominations had been forthcoming at the recent round of invites for Board personnel, one parent member vacancy will exist in September following the AGM. It was agreed Miss Grant would invite nominations once more in August.

51/21/2022 MEETING DATES 2022-23

Board meeting dates were distributed and agreed for the new school session 2022-23.

52/21/2022 CONFIDENTIAL ITEM

A confidential item was discussed.

53/21/2022 DATE OF NEXT MEETING

23 August 2022

Convenor _____

Date _____