

# JORDANHILL SCHOOL

---

**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 25 October 2022 in the school conference room.

**PRESENT**

Mr Russell Davidson  
Mr Kenny Hastie  
Mrs Deborah Hughes  
Ms Giuliana Ifarate  
Mr Kelvin Scobie  
Mr Graham Short  
Mr Gerry Sludden  
Mrs Heather Hamilton

**ATTENDING**

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

The rector chaired the meeting and welcomed everyone, in particular, new members until the convenor was appointed.

**1/22/2023 APOLOGIES**

Mr Anthony Daye, Mr Andrew Tinkler, Mr Ewen White, Mrs Emma Miller and Ms Margaret Orr.

**2/22/2023 BOARD INFORMATION AND WELCOME TO NEW MEMBERS**

The rector took the chair and members confirmed no declarations of interest. Kenny Hastie was nominated by Deborah Hughes and seconded by Russell Davidson and appointed as convenor. Mr Hastie took over as chair of the meeting.

- **Vice-convenor:** Deborah Hughes was nominated by Russell Davidson and seconded by Heather Hamilton.
- **Treasurer:** Emma Miller was nominated by Deborah Hughes and seconded by Russell Davidson.
- **EA Trustees:** Andrew Tinkler was nominated by Kenny Hastie and seconded by Russell Davidson. Ewen White was nominated by Deborah Hughes and seconded by Russell Davidson.

Absent parent members supported the nominations and appointments.

Mr Hastie extended his thanks to everyone and welcomed once more the new board team.

### **3/22/2023 PREVIOUS MEETINGS**

The minutes from the board meeting on 23 August 2022 were approved. The work plan was noted, and future themes highlighted. No actions appeared on the action grid.

### **4/22/2023 MATTERS ARISING**

No matters were arising.

### **5/22/2023 RECTOR AND CONVENOR UPDATE**

#### **Staffing Update**

The rector offered an update on some staffing changes in school. He welcomed Helen Kelly as new depute headteacher and offered a farewell to Susan McDade, departing depute headteacher. Ashley Benjamin, principal teacher primary returned to school following a period of family leave and a vacancy is outstanding for a principal teacher of maths.

#### **Kelvingrove Dinner/Open Day**

The rector shared a presentation and photos of the centenary dinner and open day in September, which both resulted in excellent feedback and many positive comments from those in attendance.

#### **Development Update**

The rector shared work underway in the development function and noted an investment into a new database solution to provide a one stop shop for information recording, communications, and customer relations. Mr Anderson shared an update on a recent development conference held in Jordanhill School and the opportunity this provided for networking with development professionals. He discussed a bespoke event in December for all current Striving Higher donors to the school and the launch of an existing new fundraiser for the primary playground, with more information to follow on this in due course.

#### **Primary Update**

Mr Buchan shared a presentation and photos of the current activity in primary. He enthused about the recent open evening for parents which was very well received, the trip to Lodging House Mission and the generous donations received and offered an update on all the primary captains and the pupil council. Mr Buchan finished by celebrating the success of the recent relay race medal holders and a primary author event which encouraged our children to write a poem which has now made it to publication.

#### **Scottish Government Meeting**

Mr Anderson confirmed that Ms Morley had been extended an invite to a board meeting, however as yet she has not offered her availability on a date for attendance.

The rector advised that he and the bursar expected to meet with colleagues in government in the coming month or so regarding the budget for 2023-24, albeit many aspects of funding are still unknown and policy unclear in some areas. As more information is clarified a firm date will be set for this meeting.

### **H&S Update**

Miss Grant offered an update on the recent external fire risk assessment, conducted by a competent engineer, and confirmed the school is robust in its approach to fire safety and this was evident by results expressed in the assessment. A full update on H&S will be provided to board members at the March meeting by way of annual update and due diligence.

The school reported one accident to the HSE in September.

### **6/22/2023 INSIGHT DATA**

Mr Anderson shared commentary and highlights of the recent Insight data that has been released. He expressed results in chart form and explained the virtual comparator and national establishment state comparator against the results of Jordanhil School (which is a grant-aided school).

### **7/22/2023 AGM AND PARENT CONFERENCE**

The rector shared information on the survey returned by parents post AGM. Members of the board discussed the low attendance and shared ideas to make the communication to attend more appealing and offered some ideas and suggestions including the possibility of flyers and a more direct message about the legal implications associated with company duties and the need for an AGM. The rector suggested a fuller discussion in June when we approach the planning for next year's AGM and conference.

### **8/22/2023 RISK PLAN**

Mr Anderson took board colleagues through the risk register offering an update on specific areas of high immediacy and potential impact of risk. He highlighted red concerns over funding and the increasing costs associated with energy and other national initiatives expected of the school which currently have a lack of clarity over funding, including music and resource costs.

The board were content with the ratings and the expansive list of risks. It will be further reviewed and refreshed for discussion in April.

Mr Short suggested that we incorporate a residual risk graphic that may appear once mitigation of risks has been applied, which Mr Anderson agreed to consider and respond to at the next review of the risk register.

**9/22/2023 SCHOOL IMPROVEMENT PLAN (SIP) 2022 EVALUATION**

A thorough discussion took place on the many aspects of the SIP and the board were incredibly pleased with the performance of the school and its ability to deliver on such an expansive range of outcomes. Mr Anderson offered his thanks to school staff for delivering and making all this happen.

**10/22/2023 BUDGET AND FINANCE UPDATE**

Miss Grant shared a standstill presentation on finance to the end of September 2022. She highlighted the income streams and grant funding in school to date and the associated costs that have been incurred in running the school in 202-23 so far. The bursar confirmed that costs and income were on track to date. She shared her concerns over the 2023-24 landscape due to a number of factors out with school control including political turmoil, pressure on public sector funds, increased pressure to deliver large pay rises and a host of increases to costs of supplies, most particularly energy.

The budget for 2022-23 incorporated a sum of additional energy expenditure for Q4 costs as the school's current fixed energy contracts expire in Q3 of 2022-23.

A meeting with the Scottish government will take place in the coming weeks to consider the budget for 2023-24 and further updates will be shared in due course.

**11/22/2023 DATE OF NEXT MEETING: TUESDAY 22 NOVEMBER 2022**

**12/22/2023 OTHER BUSINESS**

A late confidential item was discussed.

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

Convenor \_\_\_\_\_

Date \_\_\_\_\_