

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 6 June 2023 in the school conference room.

PRESENT

Mr Russell Davidson
Mr Anthony Daye
Mr Kenny Hastie
Mrs Deborah Hughes
Mrs Giuliana lafrate
Mrs Emma Miller
Ms Margaret Orr
Mr Graham Short
Mr Gerry Sludden
Mr Andrew Tinkler
Mr Ewen White

ATTENDING

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

VISITING

Mrs Ashley Benjamin
Ms Allison Gibson

58/22/2023 WELCOME, APOLOGIES AND CONFLICTS OF INTERESTS

Mr Hastie welcomed everyone. Mrs Heather Hamilton and Mr Kelvin Scobie offered apologies. There were no conflicts of interest.

Mr Hastie extended a welcome to Ms Allison Gibson, audit partner from Azets and Mrs Ashley Benjamin, principal teacher who were both visiting the meeting.

59/22/2023 YEAR END AUDIT

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 and those areas where estimation and judgement was used.

The key areas of risk measured included:

Management override of controls
Going concern
Fraud in revenue recognition
Fund accounting
Expenditure
Impairment of land and buildings

Valuation of the pension scheme asset/liability

The audit also identified areas where significant estimation or judgement is required:

Key estimate – valuation/impairment of property

Key estimate – valuation of pension scheme liability

Further information was shared with the Board on the assurances received by Azets during the audit on matters related to going concern, and audit communication as well as internal controls, independence, and ethics.

Ms Gibson spent time explaining the actuarial results from Strathclyde Pension Fund, one of two pension schemes in Jordanhill School. She explained that it was not accounting practice to present assets on the balance sheet and the financial statements show a nil position.

Ms Gibson discussed the heightened provision of the financial reporting standard and the focus on the control environment and IT Security Policies, ensuring these were annually reviewed. The audit also observed that the school's SportScotland contingent liability's full terms had expired and it this security could be removed in 2023.

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.

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 2022-23.

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

Ms Gibson left the meeting.

60/22/2023 PLAYGROUND UPDATE

Mrs Benjamin, from the primary team, offered an update on the current fundraising project underway for new playground equipment. She shared a video, images and some slides which engaged and enthused the Board colleagues.

Mrs Benjamin left the meeting.

61/22/2023 PREVIOUS MEETING

The minutes from the board meeting on 23 April 2023 were approved. The work plan was noted, and future themes highlighted. The action grid was discussed and outstanding items highlighted.

62/22/2023 MATTERS ARISING

No matters were arising.

63/22/2023 RECTOR AND CONVENOR UPDATE

Mr Anderson offered an update on the recent HMle Engagement visit which was a helpful catch-up with the link inspector.

Mr Anderson also offered an update on a recent meeting with the Scottish Futures Trust and HubWest about scoping a general condition survey of the school, as engagement with the Scottish Government is underway on the need for development of the school estate.

The rector shared information and arrangements regarding approaches to prizegiving this year, with primary prizegiving being held in Jordanhill church and secondary prizegiving being held in Wellington church.

64/22/2023 PROGRESS WITH SIP: REVIEW OF 2022-23

Mr Anderson presented a comprehensive review of the year to date highlighting the key events, milestones, and achievements in a year of financial rollercoaster decision-making. Highlights included:

- Kelvingrove dinner and school open day
- The refreshing of the school's vision, values and aims
- Success in re-validation of GTCS professional learning and professional update
- The new teaching and learning focus in 2023
- The use of the Emotion Ring to improve emotional literacy
- Unifrog software
- Many feel good Christmas events
- New curriculum choices and staffing investments
- A very successful S6 leavers event
- The brilliant school show
- The Playground Project
- Sunday Times School of the Year, 2023
- Secondary football champions

Board colleagues engaged in feedback and discussion and commended Mr Anderson and colleagues for the excellent achievements to date.

65/22/2023 REVIEW OF STAFF SURVEY

The school staff completed a survey in May which covered several questions that HMle use during inspections and additional questions from GL Assessments.

Mr Anderson gave an overview of results highlighting the positive progress in almost all priorities since the last survey. He discussed next steps and Board colleagues shared feedback on some of the changes.

Overall, the results were very positive and significant improvements have been made since 2018. Significant improvements in key measures linked to employee wellbeing, sense of purpose, leadership and organisational health are apparent. Mr Anderson explained that the results of the staff survey, along with the upcoming pupil and parents surveys, will be used to inform the AGM and the 2024 School Improvement plan.

66/22/2023 PLANNING FOR THE AGM AND PARENT CONFERENCE 2023

The rector briefly talked about plans for the forthcoming AGM and parent conference and confirmed a focus on S1 and P1 topics and parents and a desire to improve communications in the run up to the AGM.

67/22/2023 REVIEW OF SPORTS FEES

The board engaged in discussion about the expense of running extra-curricular sports given the significant increase in costs. The board were presented with information showing that the school experienced a significant shortfall in funding sport as the fee income did not cover all costs. Following discussion, the following fees were approved:

Activity	Fee	Revised Fee
S1 - 3 Hockey	£100	£120
S4 - S6 Hockey	£110	£130
S1 - S6 Hockey (boys)	£70	£80
S1 - S3 Netball	£65	£80
S4 - S6 Netball	£75	£90
S1 - S3 Football	£100	£120
S4 - S6 Football	£110	£130
S1 - S3 Rugby	£100	£120
S4 - S6 Rugby	£110	£130
P6/7 Mixed Rugby	£80	£90

P6 Mixed Hockey	£70	£80
P7 Boys Hockey (training)	£70	£80
P7 Girls Hockey	£80	£90
P4 Mixed Football (Training only)	£65	£50
P5 – P7 Mixed Football	£65	£75

68/22/2023 POLICY OVERVIEW

Mr Anderson reminded the Board that in 2022-23 policies reviewed were:

- Music tuition
- Expenses
- Winter weather policy

He advised colleagues that in 2023-24 the four policies for review included:

- Prizes and colours
- Political impartiality
- ICT and Cybersecurity
- Assessing Children's Needs

69/22/2023 FINANCE UPDATE 2023-24

Miss Grant highlighted a brief overview of school finances to end of May 2023. The financial year was very early into Q1 and indications at this stage evidence income and expenditure streams on target.

70/22/2023 BOARD MEMBERS RE-ELECTION 2023-24

Miss Grant confirmed that Mr Tinkler, Mrs Hughes, Mr Hastie, and Mrs Miller had all been re-elected.

71/22/2023 BOARD DATES 2023-24

The following dates were approved:

22/8/23, 19/9/23, 24/10/2023, 21/11/23, 16/1/24, 12/3/24, 23/4/24, 4/6/24

72/22/2023 DATE OF NEXT MEETING: Tuesday 22 August 2023

73/22/2023 OTHER BUSINESS

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

Convenor _____

Date _____