

# JORDANHILL SCHOOL

---

**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 12 March 2024 in the school conference room.

**PRESENT**

Mr Russell Davidson  
Mrs Heather Hamilton  
Mr Kenny Hastie  
Mrs Deborah Hughes  
Mrs Emma Miller  
Ms Margaret Orr  
Mr Gerry Sludden  
Mr Andrew Tinkler  
Mr Ewen White

**ATTENDING**

Mr John Anderson  
Mr Dougie Brown  
Miss Wendy Grant

**VISITING**

Mrs Jill Robinson

**32/23/2024 WELCOME, APOLOGIES AND CONFLICTS OF INTERESTS**

Mr Hastie welcomed everyone. Mr Graham Short, Mrs Giuliana Iafate, Mr Kelvin Scobie, Mr Richard Buchan and Mr Anthony Daye offered apologies. There were no conflicts of interest.

**33/23/2024 DEVELOPMENT UPDATE**

Mrs Robinson shared an informative presentation on the work of the development office, and particularly the ongoing playground project. The equipment installation started on 19 February and will be complete not later than 12 April and it is hoped the children will have their first opportunity to play on Monday 15 April.

Fundraising continues, excitement is building, and the primary children have a real buzz about their new play equipment.

Mrs Robinson thanked everyone for their support and shared wonderful stories of the efforts made by the community and donors to raise the funds needed to deliver this exciting project in the space of 12 months.

The following slides summarise the discussion opened by Mrs Robinson with colleagues on the board.

Members shared their praise for the success to date of the project and excitement for the future work of the school regarding building relationships with parents, donors, alumni, and pupils in the coming year and looked forward to contributing to the success possible here.

Mr Hastie thanked Mrs Robinson for her attendance, and she left the meeting.

## Income

- Income to date £173,736 (amount only including gift aid to Nov 23)
- Total includes newly confirmed PTA donation of £10,000
- Just £46,264 left to raise
- Projected £30k income in school led activities (not including the tree or pupil led activities)

## Finances

- Staff bake sale c£500
- School concerts Easter c£3000
- Primary disco £2000
- Donor recognition tree sales ongoing c£40k potential still there
- Donate your chrome book deposit £4000
- Spring event – wrap up the campaign/launch c£20,000
- Challenge 24 Primary class fundraising –traditional generalist fundraising events like bake sales etc
- Individual fundraising (2 teams signed up for Kiltwalks)
- Alumni donations
- Corporate donations

## Opening Celebrations

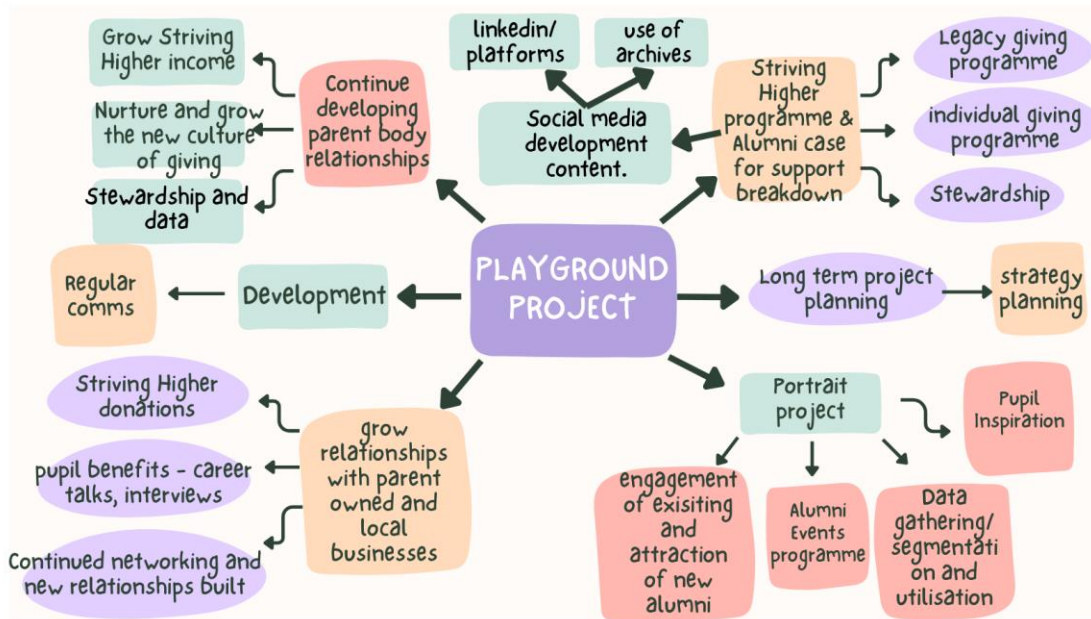
- Ambassadors photo shoot on equipment
- Kompan & the modelling contracts!
- Welcome back to the pupils, first day back, celebration day/ event feel
- Contacts welcome for balloon arches/ bubble machine hire etc
- Plan formal “opening” event for June. Family fun night feel. Purely engagement & celebration of accomplishment and thanking.



## Wrapping it up

Post project

- Collate story board/ narrative of the project from start to finish with timelapse video of build. Board member commentary/ quotes would strengthen and support this piece of work.
- Showcase the creation of a culture of giving within the school community
- Thanking all donors. Foundations in for long term engagement and visibility of the Development Office.
- Maintain and continue to develop stewardship with those relationships that have been generated by the Playground Project
- Utilise Alumni connections made to extend our reach for gaining new Alumni relationships.



## How can you help?

- Support with ideas/ connections for the official opening of the Playground.
- Be vocal and visible in praising the achievement of the new Playground and the school community's efforts. This recognition will help to dive forward the new culture of giving.
- Attend the opening.
- We still have room on our tree, encourage people to donate a leaf.
- Provide quotes as board members for the "story of the Playground Project". This will become school history and in 20 years' time will also be a fundraising tool!
- Share any knowledge of trusts/ foundations you are aware of that we have be eligible to apply for

### **34/23/2024 PREVIOUS MEETING**

The minutes and confidential minutes from the board meeting on 16 January 2024 were approved. The work plan was noted, and future themes highlighted.

The action grid was discussed and outstanding items highlighted. Ms Orr offered an update on the safeguarding training she and Mr Short had attended for governors run by SCIS. Ms Orr offered her constructive feedback and confirmed that Mr Short had written to the organisers to offer some thoughts and ideas for future training. She suggested that a session on safeguarding could be delivered to Board personnel by Mr Brown/Ms Orr/Mr Short in the future to supplement what is already presented on an annual basis.

Mr Anderson noted Ms Orr's suggestion and agreed to consider this suggestion for a future meeting.

### **35/23/2024 MATTERS ARISING**

No matters were arising.

### **36/23/2024 RECTOR AND CONVENOR UPDATE**

#### **Food Prices and Update**

Mr Anderson shared a draft letter for approval to be issued later this month informing parents of an increase to the price of pupil meals effective from 15 April.

The board discussed comparative prices in other neighbouring local authorities and considered all the cost of living increases the school faced which were impacting the delivery of a break-even food service. Salary inflation was in the region of 10% and food price inflation similar at around 6-10%. The school could not cover these increases without passing on some of the costs in meal prices.

After dialogue and discussion, the board approved the increases:

- The current primary meal price of £2.00 will increase to £2.20.
- The current secondary meal price of £2.55 will increase to £2.75.

#### **Estate Redevelopment Update**

Mr Anderson confirmed the reports for the general condition survey were nearing completion and were being delivered to colleagues in the Scottish Government (SG) for review. An update meeting will be organised shortly and at a future board meeting with SG personnel in attendance.

Board colleagues engaged in discussion and offered suggestions to keep the momentum going. It was agreed that further discussion would be useful when SG contacts were present at a future meeting.

Miss Grant and Mr Anderson offered recognition and positive praise to our colleagues in the SG who have been working in partnership with the school to facilitate the general condition survey and discuss and support the reactive capital works associated with school boilers. Miss Grant agreed to contact Mr Page post meeting to offer Board thanks.

## **Community Council**

The chair of the community council, Dr Catherine Benton, and her colleague Ms Brenda McKay, met with Mr Anderson last week to discuss and explain some of the work of the community council and request they put up a small noticeboard on the railings of the school to advertise and share their meeting dates, agendas, and minutes.

The meeting was helpful and useful in developing community links and the board were happy to support the noticeboard on the railings.

## **37/23/2024 Curriculum and Staffing**

### **Staffing Update**

Mr Anderson shared information on vacancies which are pending for the new session 2024-25 in August which include primary teachers, primary principal teacher and English teacher. More information will flow as announcements are made as posts are filled.

### **Curriculum 2024**

Mr Anderson offered a presentation on the curriculum. He confirmed the school has the following 2-year commitments:

- Introduce a useful skills programme (accredited)
- Progress the Primary masterclass project
- Deliver new SQA courses: creativity, lab skills
- Improve pupils' ability to articulate the skills they are developing
- Refresh our secondary IDL/activities fortnight
- Refresh our Duke of Edinburgh programme
- Numeracy
- Literacy thematic
- Link our ER project to subject learning

He shared a few facts about Jordanhill School. Almost all (90%+) of Jordanhill pupils will:

- Achieve 5+ passes at National 5
- Achieve 3+ passes at Higher
- Stay on to complete an S6
- Go to University

The following slide shows how the curriculum is embedded into education:



The school is reviewing the curriculum offer and has some working groups who will look at the following prompts:

- What is our curriculum?
- What is unique to our school?
- IDL/Products of Learning
- Literacy, Numeracy, HWB
- Embedded enrichment activities

Mr Anderson will keep the board abreast of developments and share the journey in the coming year.

The board engaged in some discussion and shared their positive comments about the review which will help inform the development of the curriculum for the benefit of all the pupils in Jordanhill School.

### **38/23/2024 HEALTH AND SAFETY**

Miss Grant (health and safety officer) offered a presentation and information relating to the H&S practice and process, the H&S committee in school, the very strong numbers of first aiders on site and the number and details of incidents/accidents that were reported year on year for the last 3 years.

Board members engaged in some discussion about the types of accidents and the numbers which are consistent and mainly the result of accidental bumps and falls in the course of play or learning.

She also advised on some new measures which continue to improve H&S in school, namely a new electronic sign in system, the rewiring of the north campus and new electrical distribution boards in the north campus.

A full H&S review is planned for later in 2024 and this will come to a future board meeting. The Board were content with the update offered.

### **39/23/2024 EQUALTIES: EQUITY**

Mr Brown, Depute Rector shared a presentation on the school's approach to equity. He offered information on financial assistance and the means tested benefits that parents of the school are entitled to, which include free school meals, clothing grants, discounts on trips and fees and other discrete grants that can be applied when appropriate. He also alluded to payment plans which the school is very happy to support if a parent requests support.

Mr Brown shared statistical data on the school's geographical area and the Scottish Index of Multiple Deprivation (SIMD) factors for all the surrounding school areas. The school is keen to support young carers and care experience learners and follows the national guidance here.

The school is currently writing a booklet which will be available before the summer detailing the cost of the school day and is reviewing the grants offered. This will be issued to all new parents in P1 and S1 and circulated to all current parents to help educate parents on the costs they can expect as their child journeys the school.

### **40/23/2024 BUDGET AND FINANCE UPDATE**

Miss Grant highlighted an overview of school finances to 8<sup>th</sup> March. The financial year showed income and expenditure streams generally on target to the end of this period, except for school letting which was behind target due to a large user of the facilities withdrawing.

The finance team are working hard to prepare for financial year end and the auditors will be on site on 12<sup>th</sup> April to complete the annual audit. Colleagues in the Scottish Government are going before ministers later in March to discuss the school's budget for 2024-25.

**41/23/2024 DATE OF NEXT MEETING:** Tuesday 23 April 2024

### **42/23/2024 OTHER BUSINESS – CONFIDENTIAL ITEMS**

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

Two items of a confidential nature were shared and discussed by the board of managers.

Convenor \_\_\_\_\_

Date \_\_\_\_\_