

## **EIS Meeting Local Association Minutes Secondary Schools Support Service Building 6.11.13**

### **6.1:0      Constitution of the meeting:**

**Chair:** G. Wright

**Minute:** T. Barker

**Present:** Teresa Barker, Wendy Cowan,  
Karen Farrell, Leah Franchetti, Gavin Hunter, Linsay Hunter,  
Gordon Joyce, Graeme Wright.

### **6.1:2      Apologies: Rosie Dempster,**

### **6.2:1      Minutes Accuracy:**

Two amendments noted: 5.3:1 – date should have read 6.11.13

Spelling correction: Leah Franchetti

Proposed: Karen Farrell

Seconded: Gordon Joyce

### **6.3:1      Secretary's Update**

As previous meeting had been cancelled, GH reported that there had been two LNCT meetings since last executive meeting.

### **6.3:2      LNCT Information**

At LNCT there have been further discussions about how to share information about any proposed budget cuts for the next financial year. Partnership working had been agreed as the best way forward with transparency called for with regards to information sharing, to avoid any unnecessary misunderstandings and anxieties amongst staff. It was agreed that the proposed information for sharing with staff would be agreed by Local Executive before wider circulation.

### **6.3:3      The key approaches to budget cuts would be along the lines of: further efficiency savings, 'stop/reduce' and transformational**

change. The final extent of proposed budget cuts has still to be confirmed.

- 6.3:4** Discussions are already taking place about asymmetric week working patterns as a potential saving in the secondary schools. Cumulative savings could be made as teachers are asked to work up to their maximum contact time in secondary classes. In other LAs, this has usually been a decision made across the local authority but the implementation has often be left up to individual schools. Due to potential implications for part time staff etc. it is a matter likely to be discussed at a future LNCT.
- 6.3:5** Short term supply shortages continue to cause concern locally. A working group has been set up to look at potential solutions to this ongoing local issue which has been a standing item on the LNCT agenda for some time. GW and GH to attend group meetings on behalf of the EIS. LF suggested that a high priority for the group be the proposal of a permanent supply pool of teachers to be set up and maintained to ensure there is adequate cover in place. This would have the added advantage of teachers working under the terms conditions of permanent contracts with the LA. In such circumstances elsewhere, teachers have a skeleton timetable they should cover in the unlikely event they are not needed in schools on a supply basis. The group are due to meet soon and any proposals will be discussed at the next local executive meeting. With only one local HR officer available to deal with teachers, it was agreed that communication regarding supply cover and availability etc. was often unsatisfactory.
- 6.3:6** Teachers working on conserved salaries until 2015 are to be asked to undertake additional duties commensurate with salaries as from this time. If asking for advice, members would be advised to propose additional duties/projects themselves in line with their skills, experience and expertise, rather than having duties allocated to them. Chartered teachers could be asked to undertake additional duties but not of a management nature.

- 6.3:7** The changing role of nursery teachers was not discussed at LNCT as the appropriate personnel were not available. The increase in nursery provision from 475-600 hours per annum (from Aug, 2014) , has been put out for consultation for suggestions about how this might be achieved.
- 6.3:8** It was suggested the use of pool cars may be extended as this may result in some savings on travel costs. It was suggested we wait to see the potential impact/effects of this before giving any advice to members.
- 6.3:9** LF suggested the Local Executive should table some guidance for staff on the negotiation of WTA in schools, to be reviewed at LNCT. Some advice has already been given to local representatives and a training event will be scheduled for next session.
- 6.3:10** GH circulated three papers for reading by executive members:  
 (i) Procedures for dealing with Accelerated Incremental Progression  
 (ii) Flexible Working Scheme for teachers, Music Inst. and Assoc Profs.  
 (iii) Accelerated Incremental Progression - LNCT Agreement 15  
 LF further suggested that an EIS member, other than GH, be on the panel for AIP. She suggested all paperwork be streamlined to enable members to make clearer links to previous experiences and skills.

**6.4:1**      **Treasurer's Update:**

- A letter of thanks had been received from the EIS Benevolent Fund on receipt of the Local Association's donation of £100.
- Further donation of £100 made to the Community House
- A further £100 (charity to be confirmed) had also been approved at a previous meeting.
- Payment to SSSS of £600 for storage and meeting facilities had also been made in respect of two year's costs. (£300 per annum)
- £30 payment to Wendy Cowan for providing refreshments had also been confirmed.

**6.5:1      Learning Rep. Update**

KF reported that the recent joint Professional Update Event had been well attended and very successful. Professional Update will be rolled out over a five year period to all teachers who joined the profession in a year ending 9 or 0.

**6.5:2**      A further Professional Update Seminar was suggested for later in the session with Kim McGillvray to be invited to attend on behalf of the LA.

**6.5:3**      Local Executive approved the application of Donald Hurley for Learning Rep. training with facilities time agreed.

**6.6:1      A.O.C.B**

Proposed and agreed that WC send flowers on behalf of the executive to RD in her absence, to wish her a speedy recovery.

**DATE OF NEXT MEETING: 12.12.13 at 4.15pm**