

**EIS Meeting Local Association Minutes
Secondary Schools Support Service Building
12.12.13**

7.1:0 Constitution of the meeting:

Chair: G. Joyce

Minute: T. Barker

Present: Teresa Barker, Wendy Cowan, Rosie Dempster
Karen Farrell, Gavin Hunter, Gordon Joyce.

7.1:2 Apologies: Graeme Wright

7.2:1 Minutes Accuracy:

Minutes agreed as accurate-

Proposed: Gavin Hunter

Seconded: Karen Farrell

7.3:1 Secretary's Update

GH had attended a recent secretaries' training event. CPD covered included: case handling, legislative changes and retention/recruitment of members. GH reported that it was a worthwhile and useful opportunity.

7.3:2 L.N.C.T Information

Information regarding proposals for budget cuts next session were made available to schools today (most likely via HTs). Cuts in the provision of learning assistants are part of these proposals and staff may find the news upsetting. They should be reminded that these are just suggestions at this point. Staff have been consulted (via the cascade model) and encouraged to share any further suggestions/ideas for reducing costs across the council through appropriate channels.

7.3:3 Supply Working Group

The working group looking into supply teacher shortages had met with good representation from different sectors. A decision was made at LNCT to set up three separate groups to consider different aspects of the problem, with a view to making improvements for next session:

- advertising of posts
- contracts offered to supply personnel
- retention of staff

There is EIS representation on the contracts group.

7.3:4 Joint L.N.C.T

It was noted that an HR representative from Clacks. does not attend the meetings. As they are trying to work collaboratively to align policies between the two authorities at the moment, it was felt that Lilian McVey should attend future meetings.

7.3:5 Joint Secretaries Letter JS-13-45

This letter confirmed that weeks foreshortened by public holidays could not result in members claiming back time for McCrone being lost as a result of closures.

7.3:6 Scottish Highers

Mike Russell had advised that decisions about going forward with the new higher this year should be made by individual departments in secondary school and not at school management level. New higher should go ahead unless there are exceptional circumstances. Decisions should be made based on the needs of the pupils and staff whether to go ahead or not this year.

7.3.7 Early Years Workers

Lisa McCabe is now line managing the service for Early Years workers and nursery staff. The proposed increase in nursery hours will be discussed at bi-partite meetings, taking into account the results of the recent consultation process. The number of available first aiders in nursery and available funds for further training would also be raised as an issue. In some cases it was felt

that there was inadequate cover and training available in some establishments.

7.4:1 Treasurer's Update:

KF reiterated the need to include any agreements on expenses in the minutes of meetings. The executive need to ensure this is done diligently to ensure expenses and minutes match up accurately.

7.4:2 Thank you letters have been received from the Benevolent Fund and from the Community Home in respect of recent donations made.

7.4:3 The executive agreed funding of computer paper and ink for Karen for the publishing of accounts for meetings etc.

7.5:1 Learning Rep. Update

Ken Muir (GTCS) and Larry Flanagan are lined up to take part in another Professional Update Seminar for members, proposed for 8th March 2014. This would help prepare members for the continued roll out next year. Kim McGillivray had been invited to attend on behalf of the centre but had declined due to other commitments. KF is looking into Lornshill as a potential venue. A representative from the Local Executive has been invited and GH is to attend on behalf of the executive. Further information will be available to members soon.

7.7:1 A.O.C.B

The executive approved the funding, in principle, of an iPad for the use of the secretary of the local executive. So far, GH has been making use of his own personal tablet, but due to the increasing wealth of sensitive information and increasing need for access, it was felt that one available for the sole purpose of EIS business would be necessary. The laptop was felt to be no longer fit for purpose. GH will investigate costs, network access issues and any HQ restrictions etc. before purchase.

- 7.7:2** KF proposed that a card/gift be sent to John Pennie, EIS rep. at Menstrie Primary school after a long period of absence caused by a fall during a school trip. This was seconded by GJ.
- 7.7:3** GJ proposed that accommodation be secured well in advance for next year's AGM. KF to investigate prices for hotels and the item to be added to the next agenda for further discussion.
- 7.7:4** It was proposed and agreed that GW, as chairperson, organise a Fellowes lunch and the executive give a donation towards the funding of it, as has been the tradition for several years. GJ to contact Moira Bruce regarding this event.

DATE/TIME OF NEXT MEETING: 29.1.14 4.15PM SSSS