

**EIS Meeting Local Association Minutes**  
**Secondary Schools Support Service Building**  
13.5.15

**2.1:0 Constitution of the meeting**

Chair: Gordon Joyce

Minute: Wendy Cowan

Present: Teresa Barker, Rosie Dempster, Karen Farrell, Gavin Hunter  
Lindsay Hunter

**2.1:1 Apologies:** no formal apologies

**2.2:1 Minutes Accuracy**

Minutes agreed with the following amendments - GJ name should only appear once i.e. as Chair; Rosie Dempster was co-opted onto LA Committee.

Proposed: Karen Farrell

Seconded: Teresa Barker

**2.3:1 Secretary's Update**

The LNCT Working Group has met since the last LA meeting.

Discussion re appointment procedures for Senior Management posts has now been clarified and agreed in principle. There will be two policies - Unpromoted teaching staff and promoted post holders. GH reminded the Group this paper still has to go back to LNCT to be agreed.

As Clacks/Stirling LNCT meet at different times, this may cause a minor challenge in terms of signing off policies.

The next piece of work to be agreed will be the 35 hr working week.

LF and GH felt the policy as it stands at moment was both repetitive and duplicated. Policy requires refinement and should seek to address practical issues and focus less on the process itself.

This policy may require a substantial amount of work!

**2.3:2**

LNCT Bi Partite meeting held prior to the Easter holidays. The following points were raised -

- **School term dates.** Stirling LNCT discussed possible change to the holiday format as it stands. A further conversation required to take place at next LNCT meeting due to take place 25.5.15.

- **First Aid in School**

Briefly discussed. There is some confusion re payment for the named First Aider in schools. Traditionally payment has been given to non teaching staff. GH will clarify this situation.

It would appear, regardless, the numbers of trained First Aiders in schools remain low.

- **PVG**

Deadline for this was given as 31.3.15; this was infact an internal deadline. GH was assured staff would still be able to complete the form! A small number of staff may be unaware EIS advice had changed. GH had sent out communication to all members to ensure they were aware of the change to PVG advice but agreed to send out a further email as a reminder to all members PVG forms must be completed asap.

### **2.3:3**

#### **Contractual working week**

GH attended a meeting in LA school to offer advice and guidelines re the Working Week. It would appear due to a number of issues staff were working in excess of pupil contact hours on a regular basis. Unless there are agreed flexible arrangements in place this situation is a breach of Terms/ Conditions. GH has met with appropriate personnel to discuss situation and has emphasised he is not prepared to enter into a collective bargain agreement. Expectation for staff to work over the agreed contact hours is not acceptable.

### **2.3:4**

#### **Cover issue.**

This remains a challenge, although the Supply pool will be increased to 9 permanent members (primary) of staff next session. A post will be allocated to each of the nine teachers after completing one year on short term supply.

### **2.4:1 Treasurer's Update**

KF reminded members Honoraria will come directly from Headquarters on a twice yearly basis, June / December.

### **2.4:2**

KF issued cheque to GJ to pay £300 for rent to CSSS, as agreed at previous meeting, given EIS materials are stored there and the office space was available if and when required.

### **2.4:3**

National Statistics Office had been in contact. KF had returned appropriate information, following advice from Headquarters. KF clarified we were a Trade Union and not a business.

#### **2.4.4**

The Committee responded to the request of a donation to Nae Pasaran and agreed £100. This was sent via electronic communication. Proposed by WC. Seconded by GJ.

Committee agreed donations are considered at the annual ABM and unless exceptional circumstances should in the future be considered at this annual event.

#### **2.4:5**

##### **Additional Payments**

- Invoice from J.T.U.C. paid.
- Cheque to EIS Benevolent fund paid as agreed at ABM.
- Thank you letter from Gate Project and Alloa Play received.

#### **2.5:1 Learning Rep Update**

KF felt the role of Learning Rep has changed in recent years and was seeking to clarify her specific role during this period.

Head Office have made request to KF if she would visit schools to support and help to complete the GTCS Professional Update. She is happy to do so.

The Learning Agreement as it stands for LR is with Clacks and not Stirling although KF is happy to speak to Stirling. As far as the EIS Constitution, Stirling and Clacks remain separate at the moment, which may cause challenges for a Learning Rep to work over two authorities.

#### **2.6:1**

##### **Meeting Dates**

- Date of the next meeting -17<sup>th</sup> June

#### **2.7:1**

##### **AOCB**

##### **Standing Items**

- Membership engagement - minutes sent to all Reps who will then distribute to members. TBCF
- Website - GH will contact Headquarters for training for GH and GJ. TBCF
- Office space- appropriate materials to be shredded! TBCF

#### **2.7:2**

Payment for accommodation is £632, substantially lower than last year. Payment due two days prior to AGM. WC agreed to organise payment and will be reimbursed.

### **2.7:3**

#### **LNCT**

The final meeting of LNCT, including brief AGM, will take place 21.5.15.

Two seats for members will be available next session. Brief discussion took place. KF and TB showed interest.

### **2.7:4**

There is an organised meeting due to take place at St Modans HS, 28.5.15 4.15pm for a 4.30pm start.

Drew Morris will be talking to and updating members on changes to pensions. All members welcome.