

Minute of Meeting – Executive Committee

Clackmannanshire Local Association

Educational Institute of Scotland

18/5/21

1. Constitution of Meeting

Chair: Donal Hurley

Minute: Wendy Cowan

Present: Karen Farrell, Gordon Joyce, Teresa Barker

Apologies: Amy Moran

2. Minute of previous meeting

Proposed Donal Hurley

Seconded Gordon Joyce

2:1 Matters arising from Minutes

WTA training – now taken place. A working group has been set up to look at WTAs comprising KF, MN, GJ.

DH has been notified of his place at AGM.

KF has received and signed off final accounts as local secretary; GJ has not received copy. This will be clarified as in the past, both Secretary and Treasurer received final copies.

3. Secretary's Report

3:1 C Quinn aware of the delegates for AGM.

3:2 WTA – training very successful. Two WTA received, though returned as calendar not included.

3:3 Return to school – since schools returned full time there have been no queries from members.!

3:4 Promoted posts – KF has invited LF to next LNCT to discuss Promoted posts. New posts are being advertised without consultation re job sizing. This needs to be more transparent and should always be carried out prior to advertisements!

3:5 Violent incidents – a marked increase in violent incidents in schools across the authority. EIS advice remains the same! All paperwork should be completed for each incident. Forms should

be returned to Head teacher who in turn will submit to Health/Safety. A risk assessment should then follow.

It would appear Health/ Safety not receiving all reports. Some work required to remind staff of the procedures to follow. Some staff may be unaware of the system. TB suggested a flow chart would be useful.

4. Treasurers Report

4:1 GJ has payments outstanding but will organise this prior to next LE meeting.

5 .Learning Rep Update

5:1 STEP (Scottish Teachers Enhanced Practice) had final presentation.

DH has attended all and found them to be excellent and well attended.

5:2 CPD Manager – A Aitken and D Hurley have spent additional time looking at this resource and how to improve it. As it stands it does not match in terms of professional learning and doesn't link to GTCS Professional Standards. It does link to HGIOS (Standards in schools).

A Aitken has organised changes to be made; programme has been modified to suit needs although still not as good as MyPI this version is much improved!

6. Items Deferred

NA

7. AOCB

7:1 CPD a reminder this should be a maximum of 35 hours; Mandatory training should not be part of CPD. Any compulsory training should be included in the WTA.

7:2 WTA – to be discussed at LNCT; next session should be considered as a Recovery year. Schools should submit School Recovery Plan as opposed to School Improvement Plan.

7:3 KF has agreed to talk at AGM- disability in the work place.

7:4 KF has put herself forward for Education and Employment Relation Committees.

7:5 AGM – commencing 9am Thurs 10th June and will not go beyond 1pm Sat 12th June.

Date of next meeting – to be confirmed!

