

## **Minute of Meeting – Executive Committee**

### **Clackmannanshire Local Association**

### **Educational Institute of Scotland**

**23/11/23**

#### **1. Constitution of Meeting**

Chair: Donal Hurley

Minute: Wendy Cowan

Present: Monica Dromgoole, Karen Farrell, Gordon Joyce, Sorsha Imrie-Paterson

Apologies: Teresa Barker, Steven McCrossan

#### **2. Minute of previous meeting**

**Proposed:** N/A

**Seconded:** N/A

Minute not available

#### **2:1 Matters arising from Minutes**

N/A

#### **3. Secretary's Report**

3:1 Contracts for Supply teachers – discussed at LNCT; agreed supply teachers would be reinstated on mailing list.

3:2 WTA – All Headteachers to be reminded WTA should be reviewed three times a year. Purpose of review is simply to review – not to make changes! It can be used as a positive tool when negotiating next WTA.

3:3 Scribing – advice is teachers should not be routinely asked to scribe, it should be done on a voluntary basis. SQA advise staff should be working with pupils throughout the year. Guidance is available *re* Scribes.

Staff should NEVER LOSE allocated non contact time in order to scribe for pupils.

3:4 Council budget – still to be agreed, however real concerns re cuts to education; some difficult choices will have to be made.

3:5 Family leave –EIS are holding on line meeting on 29<sup>th</sup> Nov 4pm to advise members their rights on Family Leave. All members invited. All staff entitled to 2 days Family leave (paid/unpaid).

3:6 Mandatory Training – staff still having problems to successfully completing on line training assessments due to technology. Donal felt if the training is mandatory the Council should ensure that the software to complete training is in place to ensure minimum workload issues.

3:7 An email sent from Adrienne Aitken explaining Probationer Mentors in schools will have the increased responsibility for Probationers GTCS profiles as they have to sign off Probationer entries rather than this being done by the Centre.

3:8 Fire Safety – concern voiced *re* fire doors in schools not being closed; also corridors being cluttered with boxes.

#### **4. Treasurers Report**

4:1 GJ provided detailed information re accounts. Bank balance has slowly crept up and today is a total of £37,483.09 – split across Savings account and Group account.

Accounts now complete and sent to HQ.

GJ suggested it would be good practise to update on balance at each LE meeting.

4:2 Honoraria due to be paid 7/12/23. GJ will complete the appropriate forms.

4:3 Nicola Fisher has requested donation for T.I.E. (Time for Inclusive Education).

GJ proposed £100; DH seconded this.

#### **5 .Learning Rep Update**

N/A

#### **6. Items Deferred**

NA

#### **7. AOCB**

7:1 GJ will invite Steven McCrossan to all LE meetings.

7:2 LE members asked to think about suitable motions before the Jan meeting as this would need discussion prior to submitting before ABM in March.

7:3 Next meeting TO BE HELD AT Bar Aldo at 5pm.