



Educational Institute of Scotland

Perth and Kinross Local Association

Minute of a meeting of the EXECUTIVE COMMITTEE of the Local Association held in the Algo Business Centre, Perth, at 7 pm, on Thursday 26th March 2009, with the Vice-President, Ms Carol Rose, in the chair.

1. **Sederunt:** G.Burns, H.Conlon, M.Conlon, J.Devine, W.Henderson, A.McAuley, A.MacKenzie, S.MacKinnon, J.Millar, D.Munro, S.Peddie, C.Rose, D.Stewart, T.Summers.
G.Campbell, Area Officer; D.McFarlane, Benevolent Fund Correspondent
2. **Apologies:** T.Duncan, S.Latham.
3. **Minutes of Previous Meetings** held on 29th January and post AGM on 5th March were approved.
4. **Matters Arising:**
 - 4)5b) The Head Teacher appointed to the Inchview campus is the current HT at Caledonian Road PS. The HT at Friarton Nursery will have a year to be matched to a suitable post.
 - 5a) Exclusion targets. It is believed that schools are being set targets for reducing exclusions.
5. **Reports:**
 - (a) **SEEMIS Groupcall (Primary) Meeting** (2nd February) D.Stewart reporting:
To be a trial of two systems (Groupcall and Seemis) to contact parents regarding attendance/closures etc.
 - (b) **SEEMIS (Secondary) Meeting** (3rd February) A.McAuley reporting:
Pilot of writing reports from home using Seemis – many problems. Need for ability to handwrite reports.
 - (c) **IIL Business Change Project Board** (4th February) D.Stewart reporting:
New campus libraries to have extended opening hours.
ICT requirements – the Police as a partner provider wish a network in new schools.
Discussions on how Reception staff will be employed.
(11th March) Police would be in new campuses as guests of the HT and wished to be seen as welcoming.
Active Sports will initiate young people into the facilities. There will be a phased opening over the week.
Discussions on use of smartcards for access.
 - (d) **JNCT** (10th February) A.McAuley reporting:
Glow information update. M. McShane has now trained one mentor in each cluster.
Signed local agreements are now on SNCT website and on ERIC.
Presentation on the National Recruitment Portal. Screening questions used. Shortlisting is faster and the time to fill posts has been reduced. Incomplete applications should not be accessible by Local Authorities.
Decant arrangements. Information on Dunning PS, but no evaluation of the Breadalbane Academy move.
Mobile Technologies paper. The appendix mentioned that parents should have access to staff e-mail addresses. This was disputed, and the protocol will be for access through the Head Teacher or Guidance.
The paper gives good information on the use of Social Networking sites.
Extra In-Service days in April and August agreed.
Incidents of Violence & Aggression. Increase in incidents in Primary 1.
 - (e) **Lifelong Learning Committee** (25th February) A.McAuley reporting:
Raising Achievement strategy presented. Integrated Service Delivery paper presented.



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Community Campuses Leadership paper. Need for management structures to be clear before new schools open. Campus managers (Head Teachers) will receive extra payment for community management. It is believed this payment will not be job-sized – clarification needed.

- (f) **Staffing Group** (26th March) D.Stewart reporting:
Many applicants for generic teaching posts within P&K.
Probationers – numbers likely to be similar to last year. Few permanent posts likely to be available.
Some local authorities have enhanced lump sums to enable teachers to retire early.
HT/DHT appointments procedures – online procedure needs some alterations.
Support Staff Review – postponed indefinitely.
P&K Supply staff situation – more staff available this year (more newly qualified teachers seeking jobs).
A new working group is being formed on Workforce Planning: considering age profile of teaching profession in P&K.
Declaring Staff Surplus. Head Teacher representative expressed a wish to change existing procedures when dealing with departments with subject groupings. A meeting has been arranged to discuss, but unlikely to be changes to departmental structures, i.e. modern languages.
- (g) **Human Resources Review Group** (26th March) D. Stewart reporting:
Discussion of new structures for centralised service. Concern that expertise in E&CS staffing will be lost, given that teachers have different terms and conditions to most other council employees. New pay slips likely from May salary.
- (h) **JNC Subgroup** (17th March) A.McAuley reporting:
M.Anderson is the only active job-sizer in P&K at present. To be a national re-examination of the toolkit.
Employee Engagement survey: Education wishes this to take place once per year.
School Working Time agreements. To be signed and submitted by 4th September and a sample monitored.
School reps should be encouraged to progress these between April and June.
Discipline & Grievance (ACAS) code – not likely to replace Teachers’ agreement. Encourages resolution at an early stage. Less easy for staff to miss disciplinary meetings, but EIS concern over representation.
November IS days. All staff to Perth Concert Hall for one day on “Meeting the Needs of Future Generations”. 9.15am start time proposed.
Facility time for Professional Associations discussed – meeting on 27/3. 1.6 FTE proposed by P&K.
- (i) **Treasurer’s Report.** W.Henderson reporting:
Balance at £59500. Problems with bank not following instructions – letters had been lost.
Executive approved that the Treasurer should be allowed to sign sole cheques up to £300.
Secretary’s mobile phone. Executive agreed the Treasurer and Secretary should arrange a replacement.
6. **PKC Budget 2009 -2010**
Education budget 2009/10 £136.7 million, £3.8 million less than last year.
Teaching staff to remain at 1400.5 FTE. Support Staff to rise from 611 to 619.
7. **Nomination of AGM Delegates** John Devine was appointed to the vacancy in the delegate list.
8. **Local Association Website**
M.Conlon restyling website. May introduce a Forum – need to join as a member using National EIS ID.
9. **Evening for Ian Scott** Meal for past and present members of the Executive. (Parklands on 8th May)



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10. Correspondence

a7) Alert to forthcoming GTCS elections.

a21) Education International appeal for Zimbabwe Teachers. £300 agreed.

11. Date of Next Meeting: Executive Tuesday 12th May 2009 Algo Business Centre 7pm

12. AOCB. The local office is moving within Algo.

There being no other business, the meeting ended at 9.00pm, with thanks to the chair.