



# 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 **Tuesday 28<sup>th</sup> October 2009**, with the Past President, Mr Duncan Munro, in the chair.*

1. **Sederunt:** G.Burns, H.Conlon, J.Devine, W.Henderson, A.MacKenzie, S.MacKinnon, J.Millar, D.Munro, S.Peddie, D.Stewart, T.Summers.  
D.McFarlane, Benevolent Fund Correspondent. G.Campbell, Area Officer
2. **Apologies:** M.Conlon, T.Duncan, A.McAuley, C.Rose.
3. **Minutes of Previous Meeting** held on 8<sup>th</sup> September were approved.
4. **Matters Arising:**
  - 5e) Teachers' Travelling Expenses – no response yet to D.Stewart's queries.
  - 8) The Secretary will send a message to all members advertising the forthcoming vacancy for Treasurer.
  - 12) Part-time staff and Holiday Dates. P&K confirm that all staff are now being paid correctly.
5. **Reports:**
  - (a) **Redeployment Working Group** (14<sup>th</sup> September) D.Stewart reporting:  
At present, the current proposals on Redeployment apply to promoted staff (whereas Compulsory Transfer applies to unpromoted staff). The Teachers' side expressed concerns over what triggered redeployment. It was also suggested by our negotiators that there should be one Teacher Transfer Policy, rather than two separate ones.
  - (b) **Pupil Support Review Group** (14<sup>th</sup> September) D.Munro reporting:  
This group arose out of Headteachers concern about role of former Guidance teachers into Pupil support, and the loss of promoted to unpromoted staff. The training given to unpromoted staff has been good, but positions have been difficult to sustain as some staff have relinquished the support role. A paper prepared by P&K did not adequately reflect the reality of the situation. A working group will be set up by C.Webb.
  - (c) **Supply Cover arrangements** (17<sup>th</sup> September) D.Stewart reporting:  
In some schools, staff are still being asked to cover colleagues after 3 days. A reminder about bringing in supply cover after 3 days should have gone out to schools.
  - (d) **JNCT** (29<sup>th</sup> September) D.Stewart reporting:  
Redeployment of teachers in civil emergencies. Differences in P&K and SNCT guidance – meeting to be arranged.  
Violence & Aggression reporting – new statistics give much clearer information.  
Community Campus report on how new schools will be operated.  
Guidance issued to school management on searching pupils.
  - (e) **Discipline & Grievance Procedures meeting** (30<sup>th</sup> September) D.Stewart reporting:  
This was initiated by Human Resources department of P&K, with proposals said to follow the ACAS code. D.Stewart emphasised that any changes to teachers' terms and conditions must be discussed and agreed through the JNC.



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- (f) **Protocol for Monitoring Learning & Teaching** (19<sup>th</sup> October) D.Stewart reporting:  
One further meeting with C.Webb. Proposals by D.Stewart accepted by C.Webb. Revised proposals will go to Teachers' Panel before next JNC.
- (g) **JNC Subgroup** (27<sup>th</sup> October) D.Stewart reporting:  
Violence & Aggression reporting. D.Stewart welcomed the drop in incidents, but some concern at the even greater reduction in exclusions. In 2008/09 there were 66 incidents of violence/ threat of violence/ verbal abuse of staff yet only 16 exclusions. C.Webb said a targeted reduction in exclusions of 5% was totally left to Headteachers' discretion.  
Draft document on Excursions presented.  
Swine flu – to be further meetings.  
Health & Attendance. Unions asked for review of procedures – concern that trigger of days absent is too low, producing too many meetings. Even with short absences, DHT's or PT's have to fill in large forms which the returning teacher should sign. Concern that this goes beyond the specified duties of PT's. Need for JNC involvement rather than being HR determined.
- (h) **Treasurer's Report** W.Henderson reporting:  
Accounts with Auditor. Quarterly summary sent to EIS HQ.  
Funds stand at £69,000
6. **JNCT sample of Working Time Agreements**  
D.Stewart has asked C.Webb for the names of the 10 schools to be sampled, and copies of their working time agreements. Teacher members of the JNC to visit these schools with a Service Manager.
7. **Correspondence**  
a17) S.Latham put forward as a possible candidate for the STUC Women's Conference.
8. **Date of Next Meeting:**     **Executive**     Tuesday 8<sup>th</sup> December 2009     Algo Business Centre     7pm
9. **AOCB.**  
The Executive agreed that the Benevolent Fund should continue with existing Christmas arrangements.

There being no other business, the meeting ended at 8.05pm, with thanks to the chair.