



# 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 8<sup>th</sup> September 2009**, with the President, Mrs Patricia Duncan, in the chair.*

1. **Sederunt:** G.Burns, J.Devine, T.Duncan, W.Henderson, S.Latham, A.McAuley, A.MacKenzie, S.MacKinnon, D.Munro, S.Peddie, C.Rose, D.Stewart, T.Summers.  
G.Campbell, Area Officer
2. **Apologies:** H.Conlon, M.Conlon. D.McFarlane, Benevolent Fund Correspondent
3. **Minutes of Previous Meeting** held on 23<sup>rd</sup> June were approved.
4. **Matters Arising:**
  - 5a) GTCS elections. Posters out advertising EIS sponsored candidates.
  - 5f) Report on National AGM May 09. It was felt that the SEJ covered the issues adequately.
5. **Reports:**
  - (a) **Lifelong Learning Committee** (19<sup>th</sup> August) D.Stewart reporting:  
Youth music initiative to continue.  
Looked-after Children policy. Looking at ways of encouraging more foster carers.  
P&K to have a written policy of class size maximum of 25 in P1, even though this is not yet a statutory requirement.  
Letting charges. Concern that these will be at a higher rate after 5pm at weekends in new Community Campuses.
  - (b) **Monitoring Learning & Teaching** (21<sup>st</sup> August, 31<sup>st</sup> August) A.McAuley reporting:  
At first meeting, forthright views expressed over proposed changes to the Protocol on Monitoring Learning and Teaching. Proposals made, in a document called "Creating an Ethos of Achievement". These leave the existing protocol relatively unchanged, and in some ways strengthened from a teacher's point of view. It proposes "Learning Walk" style classroom visits where focus will not be on teaching, but on the young people. These would need to be announced in advance and operationally agreed by the Staff Consultative Committee. It was felt that informal visits were occurring anyway and an agreement which directs these towards the learners rather than teaching would be helpful.
  - (c) **JNC Sub-group** (25<sup>th</sup> August) A.McAuley reporting:  
To be a more sophisticated analysis of Violence & Aggression reporting.  
National Recruitment Portal. Likely to be different application forms for promoted and unpromoted staff.  
Guidelines proposed for staff (i.e. SMT) searching pupils for drugs, weapons, theft etc.  
JNC meetings in future to be at 2.30pm.
  - (d) **Pandemic Response Group** (26<sup>th</sup> August, 2<sup>nd</sup> September) D.Stewart reporting:  
Considering response to a pandemic. May fully or partly close schools on an individual basis if they have high absence rates. Staff may be redeployed. Considered how a vaccine, once available, might be delivered should the need arise. The Executive discussed the current pandemic guidance given to schools, which is unclear.



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- (e) **Teachers' Travelling Expenses Group** (31<sup>st</sup> August) D.Stewart reporting:  
Proposal to simplify rates. Suggested 40p per mile for all purposes for first 10,000 miles (thereafter 25p).  
Need info from P&K on current breakdown of which staff are claiming what allowances. If the number of teachers who may lose financially from this change is significant, then agreement should not be reached.
- (f) **Staffing Group** (1<sup>st</sup> September) D.Stewart reporting:  
Capita has been dismissed as Occupational Health Provider. A temporary contract has been signed with Duradiamond. The contract is to be re-advertised.  
HT/DHT appointment process. Looking at feedback from users. References: if already a P&K employee, 1 needed, otherwise 2.  
Review of support staff to be conducted.  
Review of Support for Pupils to be conducted.
- (g) **Learning Rep's report** T.Duncan reporting:  
Continuing work with CT network. Hopes to start a CT Glow group.  
CPD event on Thursday 10<sup>th</sup> September at Perth Christian Centre.
- (h) **Treasurer's Report** W.Henderson reporting:  
Preparing accounts for Financial Year ending 31/8/09.  
Current funds stand at £63,000.
6. **Arrangements for National President's visit: Helen Connor**  
Secretary to contact Salutation Hotel to book a high tea.  
Suggested visits to Perth Academy, New Inchview Primary/Nursery, Royal School Dunkeld
7. **National AGM 2010**  
D.Stewart has booked accommodation at the Holiday Inn Express in Dundee.
8. **Local Association Treasurer/Membership Secretary position**  
W.Henderson intimated his desire to step down from his position as LA Treasurer, but would continue to the next AGM. (Membership duties are primarily dealt with by the Secretary). If any member is interested in taking over the role of Treasurer, they could work alongside Bill for a couple of months.
9. **JNCT sample of Working Time Agreements 2009-2010**  
Need to discuss with C.Webb how monitoring will be carried out. Some schools appear to know they are being sampled.
10. **Correspondence**  
a5) Changes to the SPPA form to apply for early retirement due to ill health.  
a17) Nominations sought for delegate to STUC Women's Conference in Dundee 10<sup>th</sup>/11<sup>th</sup> November.  
b18) Query on the number and effectiveness of Staff Consultative Committees.  
b22) Raising issues connected with reducing teacher workload.
11. **Date of Next Meeting:**    **Executive**    Wednesday 28<sup>th</sup> October 2009    Algo Business Centre    7pm



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**General:** Visit of National President. Thursday 22<sup>nd</sup> October Algo 7pm, preceded by High Tea.  
(5.30pm at Salutation Hotel)

### **12. AOCB.**

S.Latham expressed concern that part-time staff might still be due reimbursement due to differing holiday days. D.Stewart to check with staffing that this has been completed.

There being no other business, the meeting ended at 9.10pm, with thanks to the chair.