SOUTH EAST IMPROVEMENT COLLABORATIVE BOARD

Note of the South East Improvement Collaborative Board meeting held on Friday 1 February 2019 at 9.00 am in City Chambers, Edinburgh.

Present: Carrie Lindsay, Fife Council (Chair)
             Andy Gray, City of Edinburgh Council
             Julie Coyle, Skills Development Scotland
             Karyn Rennie, Headteacher, Fife Council
             Catriona Gill, Headteacher, City of Edinburgh Council
             Maria Lloyd, Midlothian Council
             Michelle Strong, Scottish Borders Council
             Fiona Robertson, East Lothian Council
             Rowena Arshad, Head of Moray House, University of Edinburgh
             Helen Gillanders, Headteacher, East Lothian Council
             Moira Cummings, Education Scotland
             Iain Hughes, South East Improvement Collaborative
             Kirsty McFaul, Education Scotland (Item 3)
             Jill McArthur, Fife Council (Notes)

Apologies: Lynn Black, Headteacher, Midlothian Council
             Justin Sinclair, Headteacher, Scottish Borders Council

Action

1. Welcome / Introductions

Carrie welcomed the group to the meeting, apologies noted and introductions made.

- Iain Hughes has joined the group as the newly appointed QIM for SEIC;
- Karyn Rennie has joined the group as HT rep for Fife;
- Julie Coyle has joined the group as rep for Skills Development Scotland;
- Kirsty McFaul, Education Scotland attended the meeting to give an input on Digital Technology.

2. Matters Arising from Minute of 10 December 2018

The previous minutes agreed as accurate with the following matters arising:

- ASN Network – Carrie is meeting with Alistair Haldane next week to discuss the network and work going forward therefore will update at next meeting.   CL

- Evaluation of RICs – action for Carrie carried forward until publication of the evaluation findings.   CL

- Education Scotland Update – Moira met with Iain and Lorna Robertson to go through the review of the phase 2 plan.

- <u>CLD</u> – Iain is meeting with the Fife CLD rep to discuss if representation is required.

- <u>Columba 1400</u> – residential course taking place this week and seems to be going well.

- <u>Systems Leadership</u> – session took place in January. Awaiting feedback.

IH

3. **<u>Digital Technology</u>**

The group invited Kirsty to attend to discuss what Education Scotland can provide in terms of digital technology. The following points from the discussion were noted:

- There has been a significant change around digital technology within schools. There is a focus on digital learning skills in the classroom which will also include Teachers skills and abilities.
- GLOW has a technical community within it. Carrie suggested further discussion is required about the use of GLOW. Andy advised Edinburgh don't use it but if collaborative agrees to use the system then Edinburgh can look into it further.
- The Digital Skills Team within Education Scotland are looking at the areas of teacher skills, curriculum and assessment and access to tech and leadership.
- Digital vision diagrams have been created and these are being used by schools.
- Digital Schools Award is a thorough self-evaluation tool for schools to use.
- A lot of work has been done in GLOW but acknowledged the use of the system differs across authorities. Microsoft Teams also being used to allow the sharing of information. Group agreed this sounds like a good way forward for the workstreams.
- East Lothian have made good progress in terms of digital technology and would like to link this across SEIC. The ESO (Digital) will take forward this work and link with all digital leaders across SEIC.
- Maria advised Midlothian have done a lot work with digital infrastructure in new schools but highlighted the cost implications of creating a Centre of Excellence. These costs are unlikely to be sustainable across other schools. It was suggested a specification could be develop by the Digital Literacy network.

Actions for ESO (Digital) once in post:

- Timescales identified for all authorities to use GLOW;
- Explore how SEIC can support the Digital Literacy network;
- Making stronger links with Education Scotland.

4. **Recruitment**

Interviews for the QIO post were held recently and a further two appointments were made. Michelle McLean is currently a primary HT within Fife and Jonathan Revell is currently a primary HT in East Lothian. The post within Scottish Borders is still vacant therefore it was agreed this will be advertised directly by Borders.

Fiona advised the ESO (Maths & Numeracy) has been appointed. The interviews for the ESO (Digital) are being held in the coming week. It has been agreed to appoint 2 Digital ESO's due to the large remit.

5. **Proposals for Underspend**

Due to the recruitment challenges there is an underspend in the SEIC budget for 2018-19. Carrie and Iain have discussed the situation with the Scottish Government. Iain circulated proposals for discussion (attached for reference) and the group went through each of these:

Proposal 1 – may be difficult to release DHTs for 1 week. Moira queried if this should be directed at PTs as well. Each authority could target schools for capacity building with a mix of DHT/PT reps. Helen suggested it would be useful for HTs to be able to drill down using data and analysis. Could possibly run course during school holidays and again in term-time.

Iain to make changes to reflect the discussion and work up a model for agreement by the Board. | IH

Proposal 2 – Michelle would like to discuss possibilities for rural schools with Carrie and Iain further. The two main areas to explore are: 1- improve learner pathways and access to opportunities in rural communities and 2 - improve learning opportunities for young people and staff through use of digital technology. Engage parents through technology, offer virtual learning opportunities for young people and enrich CLPL for staff.

Fiona suggested rather than creating more networks, this work could be delivered in a different way.

Carrie noted some of this work will sit alongside the ESO posts. Moira suggested checking with other rural areas on how they manage these issues.

Proposal 3 – Use Associate Assessors across SEIC with the same terms as Education Scotland. Proposal agreed.

Proposal 4 - Associate Assessor within early years could support this proposal. Target Senior Practitioners with aim to build capacity for quality improvement. Proposal agreed.

Proposal 5 & 6 - It would be good to show impact of Columba 1400 on young people as well as staff. The session would need to be undertaken before summer. Proposal to be further reflected on for young people and DHTs.

Proposal 7 – Proposal agreed in relation to SEIC team development day.

Proposal 8 – Fiona has worked on this proposal and will send to Jill for circulation. More extensive work is required to look at ASN and how to best support these young people. Proposal agreed. | FR

Proposal 9 – The Health and Wellbeing app has been developed in East Lothian. Proposal agreed to expand this across all authorities.

Proposal 10 – Group feel this aim although important, is longer-term therefore agreed to take forward later in the year.

Proposal 12 - Group feel this aim although important, is longer-term therefore agreed to take forward later in the year.

Iain will develop the proposals further and circulate for further comment. Grid to be produced for members to indicate their preferences. | IH

It may be useful for an allocation to be given to each authority to take some of the proposals forward.

6. Research / Evaluation

Rowena and Justin haven't connected as yet. It was agreed the research/evaluation requirements may need to be discussed as part of a small group. Jill to arrange discussion between Carrie and Rowena in the first instance. | JMcA

7. Agreement – promotion of events/use of logos

Fiona highlighted a discussion she had with a Third Sector organisation querying if SEIC are only promoting certain organisations. This is not the case therefore need to be cautious with the branding of SEIC events. Agreed to use the SEIC branding rather than the individual authority logos grouped together.

8. SEIC/Education Scotland Conference

The Equity workstream, Attainment Advisors and Improvement Advisors have developed a programme for the conference on 5 March at Murrayfield.

The format of the day will be workshop, seminar and marketplace sessions and the conference is aimed at Teachers.

The keynote speaker is Jaz Ampaw-Farr and a panel discussion with Jaz, John Swinney, Gayle Gorman and Carrie Lindsay will be held in the afternoon.

9. Secondary Headteacher Engagement Session

Iain to arrange a meeting with the secondary HT consultation group, Justin and Lynn to agree the programme to ensure it is being targeted appropriately. | IH

10. Third SEIC Film

The film 'the magic of learning together' should be used with staff across SEIC. An animation has also been developed. A third film is being produced to show collaboration across all the authorities. A recognisable back drop will feature from each authority and will involve staff from across SEIC. A meeting has been arranged for March to discuss it further.

11. Any Other Competent Business

- Education Scotland – Carrie received an email from Education Scotland regarding the curriculum team engaging with RICs. Moira advised this arose from the SEIC plan as the networks were highlighted as good practice. Group happy to be part of the discussion and Iain will be the link for this.

- Early Years Conference – the Scottish Government has arranged an early yeas conference to go through the National Quality Standard and Funding Follows the Child process. This is on 21 February and representatives from local authorities and private providers have been asked to attend.

- SEIC Team – agreed it would be useful to bring Officers and the SEIC team together to talk through the challenges and clarify roles. Jill to arrange meeting in Edinburgh. | JMcA

12. Date of Next Meeting

The next meeting will be held on Monday 4 March 2019, 9.00-11.00 am in Waverley Court, Edinburgh.