**Tayside & Fife Professional Learning Alliance**

**06.02.17**

**Present:** Sue Holland-Smith

 Tricia Ryan

 Fiona Findleton

 Graham Hewitson

 Gill Motion

**Apols**: Ann Swinney

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|  | **Action** |
| 1 SCSM – Our standards mark application has been submitted, and we are waiting to hear from CLDSTC. | **SHS** |
| 2 Memorandum of Agreement – . All agreed the amended doc. We need to change the title of our partnership to Tayside and Fife Professional Learning Alliance | **SHS** |
| 3 Work plan: All agreed this with some small amendments. We agreed to use this doc at each meeting to track our progress for this year against dates. We had a discussion about shared storage for documents. Mins could be shared on our group space on i-develop. We agreed to check out other options e.g. Slack.com, Microsoft etc | **All** |
| 4 HGILDOC events 26th January. Approx 40 people attended 2 events in Dundee and Fife. Good feedback from participants.  |  |
| 5 CLDSTC funding to networks. £1000 has been received. We agreed that £500 would go towards events that include some promotion of CLDSTC, and £500 to pay for university support/cost of Masters module. Graham has prepared a brief for the research and the research coordinator role. This was agreed, with additions required to capture information on CLDSTC registration.We need to know which module would be suitable for the researcher, and any time restrictions from the university perspective. Graham will find out and will revamp the application form and proposal.  | **GH** |
| 6 Ethics Session – This session was scheduled for 24th Jan, but postponed to to low numbers. A new date of May 23rd has been agreed.Fiona will organise a date in April to run Statistics and Stories | **SHS/TR****FF** |
| 7 Community Empowerment Event – Gill presented the survey findings which show the need for more information on the Act across the board. Gill will reconvene the working group and plan a learning event preferably before end March. | **GM** |
| 8 Digital Event – there have been lots of offers from potential contributors, but not many people signed up to participate so far. Graham will draft a prog to send out to encourage sign up. Sue is investigating streaming part or all of the event via i-develop or another streaming service..   | **GH/SHS** |
| 9 Family Learning – Tricia will reconvene the working group to review the workshops and plan for the coming year. | **TR** |
| 10 I-pads – one proposal so far this year. 5 tablets still available. Proposals are invited from Angus, Fife & Perth & Kinross. All to action. |  |
| 11 Representation at future meetings: it is unclear who will represent Fife when Tricia moves to take up new post in Angus.Sue is going to ask Marie about additional rep(s) from Dundee CLDWe agreed to speak to 3rd sector colleagues regarding sending reps.  | **all** |
| 12 i-develop group space. Sue showed some work she has done on setting up the Tayside and fife group space. There is lots of potential to add to or develop this in different ways. We need to think about how best to use the space and get practitioners signed up to use it. Graham showed us the SCDC materials that are sitting on i-develop but not visible to public view. Graham will ask Lorna to display the materials and alert people they are there.Sue has requested Lorna to put the Changing picture of CLD materials in the public space too, but they need some work putting them into context similar to the SCDC materials. Kirsty Gemmell may be able to help with this now she is in post. | **ALL****GH****SHS** |
| 14 Dates of next meetings - 27th March 2pm and 22nd May 2pm. |  |
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