

in reply please quote:

GE14/0014

10 October 2014

CIRCULAR TO PARISH PRIESTS AND PRINCIPALS OF CATHOLIC SCHOOLS IN VICTORIA AND LEADERS OF RELIGIOUS CONGREGATIONS

Victorian Catholic Education Multi Enterprise Agreement 2013 Implementation Update

MAIN POINTS

- The October [VCEMEA 2013 Implementation Update](#) provides further detail in relation to implementation of the [Victorian Catholic Education Multi Enterprise Agreement 2013](#) (VCEMEA).
- A [checklist](#) is provided to principals to assist with meeting a range of requirements for the end of the 2014 school year and key planning issues for the 2015 school year.
- It is important that principals ensure that appropriate notice is provided to:
 - fixed-term employees who will cease employment at the end of the 2014 school year
 - employees who will no longer hold positions of leadership in the new school year
 - variation of hours, days or times of attendance for part-time employees.
- In addition the VCEMEA includes:
 - changes to the calculation of pro-rata school-holiday pay and annual leave loading
 - payment of a recall allowance to category B employees
 - notification to suitably qualified fixed-term employees of ongoing vacancies.
- The key changes for the 2015 school year are in relation to teacher workload:
 - The reduction of the maximum scheduled class time for primary teachers from 23.0 to 22.5 hours per week (clause 56.4(a)).
 - The reduction of the maximum number of extras per annum for secondary teachers from 18 hours to 14 hours per annum (clause 56.7(a)(ii)).
- Implementation advice in relation to salaries and allowances for 2015 is provided in [Part 3A](#) of the Implementation Guide for Schools available from the CECV website (see [2013 Agreement Implementation](#)).

ACTIONS REQUIRED

- Principals are asked to ensure that appropriate actions are taken in relation to the [checklist](#) for the end of the 2014 school year and planning for the 2015.

CONTACT/ENQUIRIES

- For all enquiries on the implementation of the VCEMEA, please contact the Industrial Relations Unit on 03 9267 0431 or via email ceoir@ceomelb.catholic.edu.au.



Stephen Elder
EXECUTIVE DIRECTOR