



2013 Victorian Catholic Education Multi Enterprise Agreement

Implementation Guide for Schools

Part 3B: Salary and Allowances 2016 School Year

1. Overview

This Guide provides detailed salary information for the 2016 school year in relation to school staff covered by the *Victorian Catholic Education Multi Enterprise Agreement 2013 (VCEMEA)*.

During the 2016 school year:

- there are no scheduled pay increases in February or August 2016
- there are some changes to classification structures for primary school principals, education support employees and school services officers from 1 May 2016 which may alter classification level and incremental progression
- there are special arrangements for the 2016 school year for fixed term education support employees and school services officers who are re-appointed at the start of the 2016 school year without a break of service.

It is important that salary tracker tables are used to ensure that the correct classification and salaries are implemented for all staff covered by the VCEMEA during the 2016 school year. The use of the tables in this Guide will also minimise instances of both under and overpayment of employees covered by the VCEMEA. The salary trackers are designed to be followed horizontally.

If an employee has completed 6 months or more of service in an incremental cycle, the 'increment 1 May 2016' should be implemented. The 'No increment 1 May 2016' column should be used for employees with less than 6 months of service in an incremental cycle except for fixed term employees. Specific tables have been created for fixed term employees.

In addition, information is also provided in relation to applicable allowances during the 2016 school year.

2. Teacher salary rates 2016

In the 2016 school year there are no changes to the classification structure for teachers or salary increases. Incremental progression will apply on 1 May 2016 for eligible teachers.

2.1 Salary assessment teachers

For teachers who are appointed at the start of the school year and teachers appointed on fixed term contracts, a salary assessment must be undertaken to determine their salary on appointment via the *CECV Salary Assessment Calculator*.

Information on Salary Assessments are available from the CECV website:

- [Salary Assessment Calculator](#)
- Salary Assessment [Information for Teachers](#)
- [Application](#) for Salary Assessment
- Salary Assessment Calculator [Help Document](#)
- Salary Assessment [Guidelines](#)

In general teachers who were employed on a fixed term basis in the 2015 school year and who are re-appointed for the 2016 school year will increment to the next salary level (provided that the teacher has 6 months of experience between 1 May 2015 and 30 April 2016) at the commencement of the new fixed term contract.

2.2 On-going and fixed term teachers

The applicable salary rates for the 2016 school year are set out in the following table.

Table 2.2 – 2016 Salary tracker teachers – 2016 school year

Level	Start of 2016 School Year	Increment May 2016		No Increment May 2016	
		Level	May 2016	Level	May 2016
T2-6	\$94,961	T2-6	\$94,961	T2-6	\$94,961
T2-5	\$87,785	T2-6	\$94,961	T2-5	\$87,785
T2-4	\$84,661	T2-5	\$87,785	T2-4	\$84,661
T2-3	\$81,648	T2-4	\$84,661	T2-3	\$81,648
T2-2	\$78,742	T2-3	\$81,648	T2-2	\$78,742
T2-1	\$75,940	T2-2	\$78,742	T2-1	\$75,940
T1-5	\$73,238	T2-1	\$75,940	T1-5	\$73,238
T1-4	\$70,631	T1-5	\$73,238	T1-4	\$70,631
T1-3	\$68,118	T1-4	\$70,631	T1-3	\$68,118
T1-2	\$65,694	T1-3	\$68,118	T1-2	\$65,694
T1-1	\$63,356	T1-2	\$65,694	T1-1	\$63,356

2.3 Emergency teacher rates of pay (clause 57.2 of the VCMEA)

The rate of pay for emergency teachers that should apply for the 2016 school year is as follows:

Effective date	Hourly Rate	Maximum Daily rate
1 August 2015	\$48.88	\$293.30

Emergency Teachers are entitled to:

- (i) be paid for three hours of work for the first three hours of work or part thereof (this payment should be made in circumstances where the emergency teacher is employed for less than three hours), and at the hourly rate for each subsequent hour or part thereof to a maximum of the daily rate.
- (ii) superannuation contributions for each engagement.

There are no changes to the emergency teacher rates during the 2016 school year.

2.4 Graduate teacher payment (clause 51 of the VCEMEA)

A graduate teacher who commences employment at subdivision T 1 – 1 prior to 1 May 2015 shall be paid a lump sum on progression to subdivision T 1 – 2 in May 2016. This payment only applies to **on-going teachers**. The lump sum payment is based on their commencement date as set out in the table below:

Commencement of employment	Lump Sum Payment
Between 2 November 2014 and 1 December 2014	\$974
Between 2 December 2014 and 1 January 2015	\$799
Between 2 January 2015 and 1 February 2015	\$584
Between 2 February 2015 and 1 March 2015	\$390
Between 2 March 2015 and 30 April 2015	\$195

The lump sum payment should be made in the first full pay period on or after 1 May 2016.

Note: Clause 51 of the VCEMEA contains an error in relation to the lump sum payment to be paid to Graduate Teachers upon incremental progression on 1 May 2016. Schools are advised to use the table above for correct lump sum payment rates.

3. Positions of Leadership (clause 58 of the VCEMEA)

3.1 POL allowances

The following table sets out the POL rates for the 2016 school year. There are no changes to the POL rates during the 2016 school year.

2016 School Year	
POL 1	\$2,512
POL 2	\$5,094
POL 3	\$7,752
POL 4	\$10,481

3.2 POL pool (clause 58.2 of the VCEMEA)

For the 2016 school year the minimum POL pool will continue to be calculated based on student numbers as follows:

School / Enrolment	Amount per student
Primary – greater than 150	\$81
Primary – less than 150	\$113
Secondary	\$119

4. Deputy principal rates 2016

In the 2016 school year there are no changes to the classification structure for Category A or Category B Deputy Principals. There are no salary increases during the 2016 school year.

4.1 Deputy Principal Category A – 2016 salary tracker

The following table sets out the salary level, sub-division and salary for Category A Deputy Principals for the 2016 school year.

Enrolment	Start of 2016 School Year		Increment 1 May 2016		No Increment 1 May 2016	
	Sub Division	Salary	May 2016		May 2016	
			Sub Division	Salary	Sub Division	Salary
1,500 +	7-4	\$159,268	7-4	\$159,268	7-4	\$159,268
	7-3	\$157,915	7-4	\$159,268	7-3	\$157,915
	7-2	\$156,563	7-3	\$157,915	7-2	\$156,563
	7-1	\$155,211	7-2	\$156,563	7-1	\$155,211
1,101 – 1,499	6-4	\$151,109	6-4	\$151,109	6-4	\$151,109
	6-3	\$149,495	6-4	\$151,109	6-3	\$149,495
	6-2	\$147,509	6-3	\$149,495	6-2	\$147,509
	6-1	\$145,900	6-2	\$147,509	6-1	\$145,900
700 – 1,100	5-4	\$143,713	5-4	\$143,713	5-4	\$143,713
	5-3	\$142,109	5-4	\$143,713	5-3	\$142,109
	5-2	\$140,244	5-3	\$142,109	5-2	\$140,244
	5-1	\$138,436	5-2	\$140,244	5-1	\$138,436
550 – 699	4-4	\$135,810	4-4	\$135,810	4-4	\$135,810
	4-3	\$134,403	4-4	\$135,810	4-3	\$134,403
	4-2	\$132,897	4-3	\$134,403	4-2	\$132,897
	4-1	\$131,491	4-2	\$132,897	4-1	\$131,491
400 – 549	3-4	\$130,188	3-4	\$130,188	3-4	\$130,188
	3-3	\$128,572	3-4	\$130,188	3-3	\$128,572
	3-2	\$126,969	3-3	\$128,572	3-2	\$126,969
	3-1	\$125,353	3-2	\$126,969	3-1	\$125,353
275 – 399	2-4	\$124,954	2-4	\$124,954	2-4	\$124,954
	2-3	\$121,299	2-4	\$124,954	2-3	\$121,299
	2-2	\$119,545	2-3	\$121,299	2-2	\$119,545
	2-1	\$117,721	2-2	\$119,545	2-1	\$117,721
150 – 274	1-4	\$115,277	1-4	\$115,277	1-4	\$115,277
	1-3	\$112,789	1-4	\$115,277	1-3	\$112,789
	1-2	\$109,882	1-3	\$112,789	1-2	\$109,882
	1-1	\$107,051	1-2	\$109,882	1-1	\$107,051

Table 4.1 – 2016 Salary tracker – Category A Deputy Principals

4.2 Deputy Principal Category B – 2016 salary tracker

The following table sets out the salary level, sub-division and salary for Category B Deputy Principals for the 2016 school year.

Enrolment	Start of 2016 School Year		Increment 1 May 2016		No Increment 1 May 2016	
	Sub Division	Salary	May 2016		May 2016	
			Sub Division	Salary	Sub Division	Salary
1,500 +	7-4	\$144,474	7-4	\$144,474	7-4	\$144,474
	7-3	\$143,164	7-4	\$144,474	7-3	\$143,164
	7-2	\$141,993	7-3	\$143,164	7-2	\$141,993
	7-1	\$140,823	7-2	\$141,993	7-1	\$140,823
1,101 – 1,499	6-4	\$137,690	6-4	\$137,690	6-4	\$137,690
	6-3	\$136,101	6-4	\$137,690	6-3	\$136,101
	6-2	\$134,675	6-3	\$136,101	6-2	\$134,675
	6-1	\$132,985	6-2	\$134,675	6-1	\$132,985
700 – 1,100	5-4	\$130,176	5-4	\$130,176	5-4	\$130,176
	5-3	\$128,390	5-4	\$130,176	5-3	\$128,390
	5-2	\$126,616	5-3	\$128,390	5-2	\$126,616
	5-1	\$123,050	5-2	\$126,616	5-1	\$123,050
550 – 699	4-4	\$121,950	4-4	\$121,950	4-4	\$121,950
	4-3	\$120,828	4-4	\$121,950	4-3	\$120,828
	4-2	\$119,825	4-3	\$120,828	4-2	\$119,825
	4-1	\$118,703	4-2	\$119,825	4-1	\$118,703
400 – 549	3-4	\$117,923	3-4	\$117,923	3-4	\$117,923
	3-3	\$115,991	3-4	\$117,923	3-3	\$115,991
	3-2	\$115,282	3-3	\$115,991	3-2	\$115,282
	3-1	\$112,463	3-2	\$115,282	3-1	\$112,463
275 – 399	2-3	\$110,882	2-3	\$110,882	2-3	\$110,882
	2-2	\$108,920	2-3	\$110,882	2-2	\$108,920
	2-1	\$107,031	2-2	\$108,920	2-1	\$107,031
150 – 274	1-3	\$105,152	1-3	\$105,152	1-3	\$105,152
	1-2	\$103,669	1-3	\$105,152	1-2	\$103,669
	1-1	\$102,186	1-2	\$103,669	1-1	\$102,186

Table 4.2 – 2016 Salary Tracker – Deputy Principals (Category B)

4.3 Deputy principal (category B) allowances

In a primary school where the deputy principal (Category B) has not reached the top of the incremental salary scale for teachers, an allowance is paid until the deputy principal reaches the top of the incremental scale for teachers.

The allowance is the difference between the applicable deputy principal (Category B) salary and the T2-5 teacher rate. The allowance has been adjusted to reflect the increases to both deputy principal (Category B) and the T2-5 teacher rates in 2016.

The table 4.3 contains the allowance rates for 2016.

2016 school year		
Enrolment	Level	Allowance
700 - 1,100	5-4	\$42,391
	5-3	\$40,605
	5-2	\$38,831
	5-1	\$35,265
550 - 699	4-4	\$34,165
	4-3	\$33,043
	4-2	\$32,040
	4-1	\$30,918
400 - 549	3-4	\$30,138
	3-3	\$28,206
	3-2	\$27,497
	3-1	\$24,678
275 - 399	2-3	\$23,097
	2-2	\$21,135
	2-1	\$19,246
150 - 274	1-3	\$17,367
	1-2	\$15,884
	1-1	\$14,401

Table 4.3 – 2016 – Deputy Principals (Category B) Allowances

5. Primary principals

The following table sets out the salary level, sub-division and salary for primary principals for the 2016 school year.

In addition on 1 May 2016, the number of salary points in Level 1 will decrease from 6 to 5.

The salary arrangements and classification levels for primary principals are set out in Table 5.1

Enrolment	Start of 2016 School Year		Increment 1 May 2016		No Increment 1 May 2016	
	Sub Division	Salary	May 2016		May 2016	
			Sub Division	Salary	Sub Division	Salary
700+	6-4	\$167,333	6-4	\$167,333	6-4	\$167,333
	6-3	\$164,939	6-4	\$167,333	6-3	\$164,939
	6-2	\$162,733	6-3	\$164,939	6-2	\$162,733
	6-1	\$160,149	6-2	\$162,733	6-1	\$160,149
550 - 699	5-4	\$158,246	5-4	\$158,246	5-4	\$158,246
	5-3	\$155,826	5-4	\$158,246	5-3	\$155,826
	5-2	\$153,407	5-3	\$155,826	5-2	\$153,407
	5-1	\$150,987	5-2	\$153,407	5-1	\$150,987
400 - 549	4-4	\$147,773	4-4	\$147,773	4-4	\$147,773
	4-3	\$145,900	4-4	\$147,773	4-3	\$145,900
	4-2	\$143,713	4-3	\$145,900	4-2	\$143,713
	4-1	\$141,579	4-2	\$143,713	4-1	\$141,579
275 - 399	3-4	\$140,735	3-4	\$140,735	3-4	\$140,735
	3-3	\$139,027	3-4	\$140,735	3-3	\$139,027
	3-2	\$137,320	3-3	\$139,027	3-2	\$137,320
	3-1	\$132,889	3-1	\$135,612	3-1	\$135,612
150 - 274	2-4	\$130,188	2-4	\$130,188	2-4	\$130,188
	2-3	\$128,572	2-4	\$130,188	2-3	\$128,572
	2-2	\$126,969	2-3	\$128,572	2-2	\$126,969
	2-1	\$125,353	2-2	\$126,969	2-1	\$125,353
10 - 149	1-6	\$124,954	1-5	\$124,954	1-5	\$124,954
	1-5	\$120,260	1-4	\$122,202	1-3	\$120,599
	1-4	\$117,671	1-3	\$120,599	1-3	\$120,599
	1-3	\$115,138	1-2	\$116,697	1-2	\$116,697
	1-2	\$113,945	1-2	\$116,697	1-1	\$113,945
	1-1	\$110,433	1-1	\$113,945	1-1	\$113,945

Table 5.1 – 2016 Salary tracker – primary principals

6. Education support employees

In the 2016 school year there are no scheduled pay increases for education support employees.

The number of salary subdivisions in levels 2 and 3 will decrease on 1 May 2016. An additional subdivision will be available from 1 May 2016 for level 4 employees.

To assist schools with the continued transition to the new salary structure during the 2016 school year the salary tracking tables are provided to ensure that all education support staff move through the new salary structure as required.

6.1 On-going education support employees (employed at the end of the 2015 school year)

Table 6.1 details the salary of education support employees who were **on-going employees at the end of the 2015 school year** and continue to be employed in Catholic Education in 2016 without a break of service.

6.2 New education support employees

Table 6.2 details the salary of education support employees who are employed on a fixed term basis or an on-going basis **at the start of the 2016 school year** and do not have continuous service from the end of the 2015 school year.

The commencement salary of education support employees is determined by the employee's years of experience. The applicable clause of the VCCEMA is clause 40.

6.3 Appointments to education support Level 3 (clause 41.2 of the VCCEMA)

New appointments to education support Level 3 shall commence:

- Before 1 May 2016, at or above ES3-7
- On or after 1 May 2016, at or above ES3-6.

6.4 Fixed term education support employees 2016 (employed at end of 2015 school year without a break of service)

Table 6.3 lists the salary movement of education support employees who were employed at the end of the 2015 school year on a fixed term basis and are re-employed without a break in service in Catholic education in the 2016 school year and have had at least 6 months of experience between 1 May 2015 and their re-engagement. If the employee does not have at least 6 months of approved experience then the employee should recommence at the salary level that applied at the end of the 2015 school year.

6.5 Reclassification of education support employees

Where an education support employee is re-classified to a new level then the employee's salary on re-classification will normally be the entry level of the new classification level.

If the employee's salary immediately prior to re-classification is greater than the minimum level of the new classification then the employee's salary should be at the next highest salary point in the new classification.

Table 6.1 – 2016 Salary Tracker: Ongoing education support employees at the end of the 2015 school year

Start of 2016 School Year				Incremental Progression 1 May 2016				No Incremental Progression 1 May 2016			
Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C
ES 1-1	\$43,643	\$40,286	\$41,964	ES 1-2	\$45,408	\$41,915	\$43,662	ES 1-1	\$43,643	\$40,286	\$41,964
ES 1-2	\$45,408	\$41,915	\$43,662	ES 1-3	\$47,368	\$43,724	\$45,546	ES 1-2	\$45,408	\$41,915	\$43,662
ES 1-3	\$47,368	\$43,724	\$45,546	ES 1-4	\$49,620	\$45,803	\$47,712	ES 1-3	\$47,368	\$43,724	\$45,546
ES 1-4	\$49,620	\$45,803	\$47,712	ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-4	\$49,620	\$45,803	\$47,712
ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-5	\$51,036	\$47,110	\$49,073
ES 2-1	\$52,194	\$48,179	\$50,187	ES 2-1	\$53,500	\$49,385	\$51,442	ES 2-1	\$53,500	\$49,385	\$51,442
ES 2-2	\$54,188	\$50,020	\$52,104	ES 2-2	\$55,100	\$50,862	\$52,981	ES 2-2	\$55,100	\$50,862	\$52,981
ES 2-3	\$55,493	\$51,224	\$53,359	ES 2-3	\$56,000	\$51,692	\$53,846	ES 2-3	\$56,000	\$51,692	\$53,846
ES 2-4	\$57,142	\$52,746	\$54,944	ES 2-4	\$58,850	\$54,323	\$56,587	ES 2-4	\$58,850	\$54,323	\$56,587
ES 2-5	\$58,791	\$54,269	\$56,530	ES 2-4	\$58,850	\$54,323	\$56,587	ES 2-4	\$58,850	\$54,323	\$56,587
ES 2-6	\$60,440	\$55,791	\$58,115	ES 2-5	\$61,050	\$56,354	\$58,702	ES 2-5	\$61,050	\$56,354	\$58,702
ES 3-1	\$53,851	\$49,709	\$51,780	ES 3-1	\$55,698	\$51,414	\$53,556	ES 3-1	\$55,698	\$51,414	\$53,556
ES 3-2	\$55,698	\$51,414	\$53,556	ES 3-2	\$58,800	\$54,277	\$56,538	ES 3-1	\$55,698	\$51,414	\$53,556
ES 3-3	\$57,267	\$52,862	\$55,064	ES 3-2	\$58,800	\$54,277	\$56,538	ES 3-2	\$58,800	\$54,277	\$56,538
ES 3-4	\$58,831	\$54,306	\$56,568	ES 3-3	\$60,500	\$55,846	\$58,173	ES 3-3	\$60,500	\$55,846	\$58,173
ES 3-5	\$60,364	\$55,721	\$58,042	ES 3-4	\$62,000	\$57,231	\$59,615	ES 3-3	\$60,500	\$55,846	\$58,173
ES 3-6	\$63,997	\$59,074	\$61,536	ES 3-5	\$66,200	\$61,108	\$63,654	ES 3-5	\$66,200	\$61,108	\$63,654
ES 3-7	\$64,066	\$59,138	\$61,602	ES 3-6	\$66,500	\$61,385	\$63,942	ES 3-6	\$66,500	\$61,385	\$63,942
ES 3-8	\$65,570	\$60,526	\$63,048	ES 3-6	\$66,500	\$61,385	\$63,942	ES 3-6	\$66,500	\$61,385	\$63,942
ES 3-9	\$67,099	\$61,938	\$64,518	ES 3-7	\$68,270	\$63,018	\$65,644	ES 3-7	\$68,270	\$63,018	\$65,644
ES 3-10	\$70,689	\$65,251	\$67,970	ES 3-9	\$71,811	\$66,287	\$69,049	ES 3-8	\$70,689	\$65,251	\$67,970
ES 3-11	\$71,888	\$66,358	\$69,123	ES 3-10	\$74,200	\$68,492	\$71,346	ES 3-10	\$74,200	\$68,492	\$71,346
ES 3-12	\$74,419	\$68,694	\$71,557	ES 3-11	\$75,351	\$69,555	\$72,453	ES 3-11	\$75,351	\$69,555	\$72,453
ES 4-1	\$76,000	\$70,154	\$73,077	ES 4-2	\$78,113	\$72,104	\$75,109	ES 4-1	\$76,000	\$70,154	\$73,077
ES 4-2	\$78,113	\$72,104	\$75,109	ES 4-3	\$80,600	\$74,400	\$77,500	ES 4-2	\$78,113	\$72,104	\$75,109
ES 4-3	\$80,600	\$74,400	\$77,500	ES 4-4	\$82,300	\$75,969	\$79,135	ES 4-3	\$80,600	\$74,400	\$77,500
ES 4-4	\$82,300	\$75,969	\$79,135	ES 4-5	\$85,617	\$79,031	\$82,324	ES 4-4	\$82,300	\$75,969	\$79,135
ES 4-5	\$85,617	\$79,031	\$82,324	ES 4-6	\$86,567	\$79,908	\$83,238	ES 4-5	\$85,617	\$79,031	\$82,324
ES 5-1	\$90,292	\$83,346	\$86,819	ES 5-2	\$92,638	\$85,512	\$89,075	ES 5-1	\$90,292	\$83,346	\$86,819
ES 5-2	\$92,638	\$85,512	\$89,075	ES 5-3	\$94,983	\$87,677	\$91,330	ES 5-2	\$92,638	\$85,512	\$89,075
ES 5-3	\$94,983	\$87,677	\$91,330	ES 5-4	\$97,329	\$89,842	\$93,586	ES 5-3	\$94,983	\$87,677	\$91,330
ES 5-4	\$97,329	\$89,842	\$93,586	ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-4	\$97,329	\$89,842	\$93,586
ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-5	\$99,674	\$92,007	\$95,840

**Table 6.2 – 2016 Salary Tracker: new education support employees
(not employed at end of 2015)**

Years of Approved Experience	Start of School Year				May 2016 (No increment)			
	Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C
0	ES 1-1	\$43,643	\$40,286	\$41,964	ES 1-1	\$43,643	\$40,286	\$41,964
1	ES 1-2	\$45,408	\$41,915	\$43,662	ES 1-2	\$45,408	\$41,915	\$43,662
2	ES 1-3	\$47,368	\$43,724	\$45,546	ES 1-3	\$47,368	\$43,724	\$45,546
3	ES 1-4	\$49,620	\$45,803	\$47,712	ES 1-4	\$49,620	\$45,803	\$47,712
4 or more	ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-5	\$51,036	\$47,110	\$49,073
0	ES 2-1	\$52,194	\$48,179	\$50,187	ES 2-1	\$53,500	\$49,385	\$51,442
1	ES 2-2	\$54,188	\$50,020	\$52,104	ES 2-2	\$55,100	\$50,862	\$52,981
2	ES 2-3	\$55,493	\$51,224	\$53,359	ES 2-3	\$56,000	\$51,692	\$53,846
3	ES 2-4	\$57,142	\$52,746	\$54,944	ES 2-4	\$58,850	\$54,323	\$56,587
4	ES 2-5	\$58,791	\$54,269	\$56,530	ES 2-4	\$58,850	\$54,323	\$56,587
5 or more	ES 2-6	\$60,440	\$55,791	\$58,115	ES 2-5	\$61,050	\$56,354	\$58,702
0	ES 3-7	\$64,066	\$59,138	\$61,602	ES 3-6	\$66,500	\$61,385	\$63,942
1	ES 3-8	\$65,570	\$60,526	\$63,048	ES 3-6	\$66,500	\$61,385	\$63,942
2	ES 3-9	\$67,099	\$61,938	\$64,518	ES 3-7	\$68,270	\$63,018	\$65,644
3	ES 3-10	\$70,689	\$65,251	\$67,970	ES 3-8	\$70,689	\$65,251	\$67,970
4	ES 3-11	\$71,888	\$66,358	\$69,123	ES 3-10	\$74,200	\$68,492	\$71,346
5 or more	ES 3-12	\$74,419	\$68,694	\$71,557	ES 3-11	\$75,351	\$69,555	\$72,453
0	ES 4-1	\$76,000	\$70,154	\$73,077	ES 4-1	\$76,000	\$70,154	\$73,077
1	ES 4-2	\$78,113	\$72,104	\$75,109	ES 4-2	\$78,113	\$72,104	\$75,109
2	ES 4-3	\$80,600	\$74,400	\$77,500	ES 4-3	\$80,600	\$74,400	\$77,500
3	ES 4-4	\$82,300	\$75,969	\$79,135	ES 4-4	\$82,300	\$75,969	\$79,135
4 or more	ES 4-5	\$85,617	\$79,031	\$82,324	ES 4-5	\$85,617	\$79,031	\$82,324
0	ES 5-1	\$90,292	\$83,346	\$86,819	ES 5-1	\$90,292	\$83,346	\$86,819
1	ES 5-2	\$92,638	\$85,512	\$89,075	ES 5-2	\$92,638	\$85,512	\$89,075
2	ES 5-3	\$94,983	\$87,677	\$91,330	ES 5-3	\$94,983	\$87,677	\$91,330
3	ES 5-4	\$97,329	\$89,842	\$93,586	ES 5-4	\$97,329	\$89,842	\$93,586
4 or more	ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-5	\$99,674	\$92,007	\$95,840

**Table 6.3 – 2016 Salary Tracker: Fixed term education support employees 2016
(employed at end of 2015 school year without a break of service)**

End of 2015 School Year				Start of 2016 School Year				May 2016			
Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C
ES 1-1	\$43,643	\$40,286	\$41,964	ES 1-2	\$45,408	\$41,915	\$43,662	ES 1-2	\$45,408	\$41,915	\$43,662
ES 1-2	\$45,408	\$41,915	\$43,662	ES 1-3	\$47,368	\$43,724	\$45,546	ES 1-3	\$47,368	\$43,724	\$45,546
ES 1-3	\$47,368	\$43,724	\$45,546	ES 1-4	\$49,620	\$45,803	\$47,712	ES 1-4	\$49,620	\$45,803	\$47,712
ES 1-4	\$49,620	\$45,803	\$47,712	ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-5	\$51,036	\$47,110	\$49,073
ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-5	\$51,036	\$47,110	\$49,073	ES 1-5	\$51,036	\$47,110	\$49,073
ES 2-1	\$52,194	\$48,179	\$50,187	ES 2-2	\$54,188	\$50,020	\$52,104	ES 2-2	\$55,100	\$50,862	\$52,981
ES 2-2	\$54,188	\$50,020	\$52,104	ES 2-3	\$55,493	\$51,224	\$53,359	ES 2-3	\$56,000	\$51,692	\$53,846
ES 2-3	\$55,493	\$51,224	\$53,359	ES 2-4	\$57,142	\$52,746	\$54,944	ES 2-4	\$58,850	\$54,323	\$56,587
ES 2-4	\$57,142	\$52,746	\$54,944	ES 2-5	\$58,791	\$54,269	\$56,530	ES 2-4	\$58,850	\$54,323	\$56,587
ES 2-5	\$58,791	\$54,269	\$56,530	ES 2-6	\$60,440	\$55,791	\$58,115	ES 2-5	\$61,050	\$56,354	\$58,702
ES 2-6	\$60,440	\$55,791	\$58,115	ES 2-6	\$60,440	\$55,791	\$58,115	ES 2-5	\$61,050	\$56,354	\$58,702
ES 3-1	\$53,851	\$49,709	\$51,780	ES 3-2	\$55,698	\$51,414	\$53,556	ES 3-1	\$55,698	\$51,414	\$53,556
ES 3-2	\$55,698	\$51,414	\$53,556	ES 3-3	\$57,267	\$52,862	\$55,064	ES 3-2	\$58,800	\$54,277	\$56,538
ES 3-3	\$57,267	\$52,862	\$55,064	ES 3-4	\$58,831	\$54,306	\$56,568	ES 3-3	\$60,500	\$55,846	\$58,173
ES 3-4	\$58,831	\$54,306	\$56,568	ES 3-5	\$60,364	\$55,721	\$58,042	ES 3-3	\$60,500	\$55,846	\$58,173
ES 3-5	\$60,364	\$55,721	\$58,042	ES 3-6	\$63,997	\$59,074	\$61,536	ES 3-5	\$66,200	\$61,108	\$63,654
ES 3-6	\$63,997	\$59,074	\$61,536	ES 3-6	\$63,997	\$59,074	\$61,536	ES 3-5	\$66,200	\$61,108	\$63,654
ES 3-7	\$64,066	\$59,138	\$61,602	ES 3-8	\$65,570	\$60,526	\$63,048	ES 3-6	\$66,500	\$61,385	\$63,942
ES 3-8	\$65,570	\$60,526	\$63,048	ES 3-9	\$67,099	\$61,938	\$64,518	ES 3-7	\$68,270	\$63,018	\$65,644
ES 3-9	\$67,099	\$61,938	\$64,518	ES 3-10	\$70,689	\$65,251	\$67,970	ES 3-8	\$70,689	\$65,251	\$67,970
ES 3-10	\$70,689	\$65,251	\$67,970	ES 3-11	\$71,888	\$66,358	\$69,123	ES 3-10	\$74,200	\$68,492	\$71,346
ES 3-11	\$71,888	\$66,358	\$69,123	ES 3-12	\$74,419	\$68,694	\$71,557	ES 3-11	\$75,351	\$69,555	\$72,453
ES 3-12	\$74,419	\$68,694	\$71,557	ES 3-12	\$74,419	\$68,694	\$71,557	ES 3-11	\$75,351	\$69,555	\$72,453
ES 4-1	\$76,000	\$70,154	\$73,077	ES 4-2	\$78,113	\$72,104	\$75,109	ES 4-2	\$78,113	\$72,104	\$75,109
ES 4-2	\$78,113	\$72,104	\$75,109	ES 4-3	\$80,600	\$74,400	\$77,500	ES 4-3	\$80,600	\$74,400	\$77,500
ES 4-3	\$80,600	\$74,400	\$77,500	ES 4-4	\$82,300	\$75,969	\$79,135	ES 4-4	\$82,300	\$75,969	\$79,135
ES 4-4	\$82,300	\$75,969	\$79,135	ES 4-5	\$85,617	\$79,031	\$82,324	ES 4-5	\$85,617	\$79,031	\$82,324
ES 4-5	\$85,617	\$79,031	\$82,324	ES 4-5	\$85,617	\$79,031	\$82,324	ES 4-5	\$85,617	\$79,031	\$82,324
ES 5-1	\$90,292	\$83,346	\$86,819	ES 5-2	\$92,638	\$85,512	\$89,075	ES 5-2	\$92,638	\$85,512	\$89,075
ES 5-2	\$92,638	\$85,512	\$89,075	ES 5-3	\$94,983	\$87,677	\$91,330	ES 5-3	\$94,983	\$87,677	\$91,330
ES 5-3	\$94,983	\$87,677	\$91,330	ES 5-4	\$97,329	\$89,842	\$93,586	ES 5-4	\$97,329	\$89,842	\$93,586
ES 5-4	\$97,329	\$89,842	\$93,586	ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-5	\$99,674	\$92,007	\$95,840
ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-5	\$99,674	\$92,007	\$95,840	ES 5-5	\$99,674	\$92,007	\$95,840

7. School services officers

To assist schools with the translation to the new salary structure during the 2016 school year. Tables 7.1, 7.2 and 7.3 should be used to ensure that all school services officers move through the new salary structure in accordance with the requirements of the VCMEA.

7.1 On-going school services officers (employed at the end of the 2015 school year)

Table 7.1 details the salary of school services officers who were **on-going employees at the end of the 2015 school year** and continue to be employed in Catholic Education in 2016 without a break of service.

7.2 New school services officers (clause 40 of the VCMEA)

Table 7.2 details the salary of school services officers who are employed on a fixed term basis or an on-going basis **at the start of the 2016 school year** and do not have continuous service from the end of the 2015 school year.

The commencement salary of school services officers is determined by the employee's years of experience.

7.3 Fixed term school services officers 2016 (employed at end of 2015 school year only without break of service)

Table 7.3 lists the salary movement of school services officers who were employed at the end of the 2015 school year on a fixed term basis and are re-employed in Catholic Education in the 2016 school year without a break in service.

Table 7.1 – 2016 Salary Tracker: Ongoing school services officers (employed at the end of the 2015 school year)

Level & Subdivision	Start of school year			Incremental Progression May 2016			No Incremental progression May 2016				
	Cat A	Cat B	Cat C	Level & Subdivision	Cat A	Cat B	Cat C	Level & Subdivision	Cat A	Cat B	Cat C
SSO 1-1	\$40,500	\$37,385	\$38,942	SSO 1-2	\$42,054	\$38,819	\$40,437	SSO 1-1	\$40,500	\$37,385	\$38,942
SSO 1-2	\$42,054	\$38,819	\$40,437	SSO 1-3	\$43,607	\$40,253	\$41,930	SSO 1-2	\$42,054	\$38,819	\$40,437
SSO 1-3	\$43,607	\$40,253	\$41,930	SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-3	\$43,607	\$40,253	\$41,930
SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-4	\$45,161	\$41,687	\$43,424
SSO 2-1	\$46,169	\$42,618	\$44,393	SSO 2-2	\$47,119	\$43,494	\$45,307	SSO 2-1	\$46,169	\$42,618	\$44,393
SSO 2-2	\$47,119	\$43,494	\$45,307	SSO 2-3	\$48,068	\$44,370	\$46,219	SSO 2-2	\$47,119	\$43,494	\$45,307
SSO 2-3	\$48,068	\$44,370	\$46,219	SSO 2-4	\$49,250	\$45,462	\$47,356	SSO 2-3	\$48,068	\$44,370	\$46,219
SSO 2-4	\$49,018	\$45,247	\$47,133	SSO 2-4	\$49,250	\$45,462	\$47,356	SSO 2-4	\$49,250	\$45,462	\$47,356
SSO 2-5	\$49,967	\$46,123	\$48,045	SSO 2-5	\$49,967	\$46,123	\$48,045	SSO 2-5	\$49,967	\$46,123	\$48,045
SSO 3-1	\$50,019	\$46,171	\$48,095	SSO 3-2	\$51,348	\$47,398	\$49,373	SSO 3-1	\$50,019	\$46,171	\$48,095
SSO 3-2	\$51,348	\$47,398	\$49,373	SSO 3-3	\$52,677	\$48,625	\$50,651	SSO 3-2	\$51,348	\$47,398	\$49,373
SSO 3-3	\$52,677	\$48,625	\$50,651	SSO 3-4	\$54,005	\$49,851	\$51,928	SSO 3-3	\$52,677	\$48,625	\$50,651
SSO 3-4	\$54,005	\$49,851	\$51,928	SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-4	\$54,005	\$49,851	\$51,928
SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-5	\$55,334	\$51,078	\$53,206
SSO 4-1	\$55,073	\$50,837	\$52,955	SSO 4-2	\$56,124	\$51,807	\$53,965	SSO 4-1	\$55,073	\$50,837	\$52,955
SSO 4-2	\$56,124	\$51,807	\$53,965	SSO 4-3	\$57,174	\$52,776	\$54,975	SSO 4-2	\$56,124	\$51,807	\$53,965
SSO 4-3	\$57,174	\$52,776	\$54,975	SSO 4-4	\$58,225	\$53,746	\$55,986	SSO 4-3	\$57,174	\$52,776	\$54,975
SSO 4-4	\$58,225	\$53,746	\$55,986	SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-4	\$58,225	\$53,746	\$55,986
SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-5	\$59,275	\$54,715	\$56,995

Table 7.2 – 2016 Salary Tracker – new school services officers (not employed at end of 2015)

Years of Approved Experience	Start of 2016 School Year				1 May 2016 (No increment)			
	Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C
0	SSO 1-1	\$40,500	\$37,385	\$38,942	SSO 1-1	\$40,500	\$37,385	\$38,942
1	SSO 1-2	\$42,054	\$38,819	\$40,437	SSO 1-2	\$42,054	\$38,819	\$40,437
2	SSO 1-3	\$43,607	\$40,253	\$41,930	SSO 1-3	\$43,607	\$40,253	\$41,930
3 or more	SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-4	\$45,161	\$41,687	\$43,424
0	SSO 2-1	\$46,169	\$42,618	\$44,393	SSO 2-1	\$46,169	\$42,618	\$44,393
1	SSO 2-2	\$47,119	\$43,494	\$45,307	SSO 2-2	\$47,119	\$43,494	\$45,307
2	SSO 2-3	\$48,068	\$44,370	\$46,219	SSO 2-3	\$48,068	\$44,370	\$46,219
3	SSO 2-4	\$49,018	\$45,247	\$47,133	SSO 2-4	\$49,250	\$45,462	\$47,356
4 or more	SSO 2-5	\$49,967	\$46,123	\$48,045	SSO 2-5	\$49,967	\$46,123	\$48,045
0	SSO 3-1	\$50,019	\$46,171	\$48,095	SSO 3-1	\$50,019	\$46,171	\$48,095
1	SSO 3-2	\$51,348	\$47,398	\$49,373	SSO 3-2	\$51,348	\$47,398	\$49,373
2	SSO 3-3	\$52,677	\$48,625	\$50,651	SSO 3-3	\$52,677	\$48,625	\$50,651
3	SSO 3-4	\$54,005	\$49,851	\$51,928	SSO 3-4	\$54,005	\$49,851	\$51,928
4 or more	SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-5	\$55,334	\$51,078	\$53,206
0	SSO 4-1	\$55,073	\$50,837	\$52,955	SSO 4-1	\$55,073	\$50,837	\$52,955
1	SSO 4-2	\$56,124	\$51,807	\$53,965	SSO 4-2	\$56,124	\$51,807	\$53,965
2	SSO 4-3	\$57,174	\$52,776	\$54,975	SSO 4-3	\$57,174	\$52,776	\$54,975
3	SSO 4-4	\$58,225	\$53,746	\$55,986	SSO 4-4	\$58,225	\$53,746	\$55,986
4 or more	SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-5	\$59,275	\$54,715	\$56,995

**Table 7.3 – 2016 Salary Tracker – Fixed term School Services Officers 2016
(employed at end of 2015 school year without a break of service)**

End of 2015 School Year				Start of 2016 School Year				1 May 2016			
Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C	Level	Cat A	Cat B	Cat C
SSO 1-1	\$40,500	\$37,385	\$38,942	SSO 1-2	\$42,054	\$38,819	\$40,437	SSO 1-2	\$42,054	\$38,819	\$40,437
SSO 1-2	\$42,054	\$38,819	\$40,437	SSO 1-3	\$43,607	\$40,253	\$41,930	SSO 1-3	\$43,607	\$40,253	\$41,930
SSO 1-3	\$43,607	\$40,253	\$41,930	SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-4	\$45,161	\$41,687	\$43,424
SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-4	\$45,161	\$41,687	\$43,424	SSO 1-4	\$45,161	\$41,687	\$43,424
SSO 2-1	\$46,169	\$42,618	\$44,393	SSO 2-2	\$47,119	\$43,494	\$45,307	SSO 2-2	\$47,119	\$43,494	\$45,307
SSO 2-2	\$47,119	\$43,494	\$45,307	SSO 2-3	\$48,068	\$44,370	\$46,219	SSO 2-3	\$48,068	\$44,370	\$46,219
SSO 2-3	\$48,068	\$44,370	\$46,219	SSO 2-4	\$49,018	\$45,247	\$47,133	SSO 2-4	\$49,250	\$45,462	\$47,356
SSO 2-4	\$49,018	\$45,247	\$47,133	SSO 2-5	\$49,967	\$46,123	\$48,045	SSO 2-5	\$49,967	\$46,123	\$48,045
SSO 2-5	\$49,967	\$46,123	\$48,045	SSO 2-5	\$49,967	\$46,123	\$48,045	SSO 2-5	\$49,967	\$46,123	\$48,045
SSO 3-1	\$50,019	\$46,171	\$48,095	SSO 3-2	\$51,348	\$47,398	\$49,373	SSO 3-2	\$51,348	\$47,398	\$49,373
SSO 3-2	\$51,348	\$47,398	\$49,373	SSO 3-3	\$52,677	\$48,625	\$50,651	SSO 3-3	\$52,677	\$48,625	\$50,651
SSO 3-3	\$52,677	\$48,625	\$50,651	SSO 3-4	\$54,005	\$49,851	\$51,928	SSO 3-4	\$54,005	\$49,851	\$51,928
SSO 3-4	\$54,005	\$49,851	\$51,928	SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-5	\$55,334	\$51,078	\$53,206
SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-5	\$55,334	\$51,078	\$53,206	SSO 3-5	\$55,334	\$51,078	\$53,206
SSO 4-1	\$55,073	\$50,837	\$52,955	SSO 4-2	\$56,124	\$51,807	\$53,965	SSO 4-2	\$56,124	\$51,807	\$53,965
SSO 4-2	\$56,124	\$51,807	\$53,965	SSO 4-3	\$57,174	\$52,776	\$54,975	SSO 4-3	\$57,174	\$52,776	\$54,975
SSO 4-3	\$57,174	\$52,776	\$54,975	SSO 4-4	\$58,225	\$53,746	\$55,986	SSO 4-4	\$58,225	\$53,746	\$55,986
SSO 4-4	\$58,225	\$53,746	\$55,986	SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-5	\$59,275	\$54,715	\$56,995
SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-5	\$59,275	\$54,715	\$56,995	SSO 4-5	\$59,275	\$54,715	\$56,995

8. Recall arrangements – Category B education support employees and school services officers (clause 25.9 of the VCEMEA)

Category B education support employees and school services officers are entitled to payment of a recall allowance for all work performed on a recall day.

In summary the arrangements are as follows:

- The recall allowance is 72.47% of the employee's daily rate of pay
- The maximum number of recall days is 6 (pro-rata for part-time employees) during a school year.

Further information can be found under the Guidance note [Recall and end of year attendance requirements](#) – *Category B Employees*.

9. Other allowances

9.1 Meal Allowance (clause 47.2 of the VCEMEA)

The meal allowance is \$20 per occurrence.

9.2 Tool Allowance (clause 47.3 of the VCEMEA)

For eligible school services officers, the tool allowance is as follows:

- (i) weekly allowance of \$18 per week tradesperson (non-carpenter or joiner)
- (ii) weekly allowance of \$33 per week tradesperson (carpenter or joiner).

The same rates apply to apprentices.

9.3 Medical support allowances (clause 47.4 of the VCEMEA)

The medical support allowance for education support employees is \$665 per annum.

9.4 On-call allowance – school services officer (clause 68.8 of the VCEMEA)

Where a school services officer is required to be on call, the school services officer will be paid an allowance equal to:

- (i) two ordinary hours pay for each period of up to 24 hours, which includes any part of a Saturday or Sunday
- (ii) one ordinary hour's pay for each other period of up to 24 hours.

A School Services Officer recalled to work shall be paid for a minimum period of four hours and cannot be on call during periods of approved leave or school holidays.

10. Further Information

If you require further information please contact the Industrial Relations Unit (03) 9267 0431 or <ceoir@ceomelb.catholic.edu.au>

A full copy of the *Victorian Catholic Education Multi Enterprise Agreement 2013* and the tables in this document can be found on the Catholic Education Commission of Victoria limited website at <http://web.cecv.catholic.edu.au/vcsa/Agreement_2013/VCEMEA_2013.pdf>