Dear Colleagues

The third meeting of the Queensland Lutheran Schools Single Bargaining Unit was held on Tuesday, 13 November 2012. A factual account of the issues discussed at that meeting, indicating where agreement has been reached and outlining ongoing matters still under discussion, follows:

1. Lunch Break

The Employee Representatives tabled a draft position regarding provision of an uninterrupted lunch break for consideration by the Employer Representatives.

Employer Representatives advised they would need to consult with Queensland Lutheran School employers as to the impact of the proposed provision upon schools’ operations (if any) prior to being in a position to confirm whether the proposed wording is acceptable. The Employee Representatives advised they looked forward to receiving confirmation of the employer position in respect of this matter at the next SBU meeting.

2. Annual Review of Position Descriptions

The meeting agreed in principle as follows:

2.1 That a position description review for School Officer employees be incorporated as part of a school’s usual site-based appraisal processes and cycle, as well as the school’s operational review for Non-State School Accreditation purposes;

2.2 It would be appropriate for an employer to re-issue a position description outside of a school’s usual site-based appraisal processes and cycle/ school’s operational review in circumstances where there has been a significant change in an employee’s duties and responsibilities;

2.3 If there has not been a substantial change to an employee’s duties and responsibilities, the employee’s current position description would continue to apply.

Employer Representatives advised they would table some wording to reflect the above agreement in principle for consideration at the next SBU meeting.

3. Professional Development – Meeting Queensland College of Teachers (QCT) Re-Registration Requirements

The meeting agreed that documentation attesting to completion of employer provided professional development in a format suitable for presentation by teacher to the Queensland College of Teachers for
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CPD purposes be provided to the teacher in the same year in which the relevant professional development activity is completed.

4. **Boarding Schools Review**

The meeting noted the draft recommendations in respect of this matter required 2 minor additions prior to forwarding to all Queensland Lutheran Boarding Schools Joint Working Party members for final checking. Once this had occurred, the recommendations would then be ready for formal submission to the SBU for inclusion as part of any replacement agreement.

5. **Salaries/ Wages**

By way of update, the Employer Representatives confirmed that many Queensland Lutheran Schools were still in the position of revising their budgets following recent advice of State Government cuts in funding to Queensland Independent Schools. As advised at the 30 October 2012 meeting, Employer Representatives confirmed they were not in a position to respond further in respect of this issue pending completion of the budget revision process, expected to occur towards the end of the 2012 year. In the meantime, it is expected that schools will be able to turn their minds to the possible scenarios in respect of increases to salaries/ wages for consideration by the SBU in early 2013.

The Employee Representatives advised they appreciate the complexities created State Government cuts to needs based funding and confirmed that, in an environment of uncertainty surrounding funding, they would be prepared to consider an agreement of shorter duration. However, Employee Representatives also reiterated the contents of the Employee Claim in respect of salaries/ wages, and confirmed the expectation was that Queensland Lutheran School employers would consider the contents of that claim in developing their response.

6. **Matters remaining under discussion**

It is noted the following matters also remain under discussion:

6.1 Preparation and Correction Time;
6.2 Behaviour Management Processes and Procedures;
6.3 Recognition of Higher Degrees;
6.4 State and National Representation; and
6.5 Maternity Leave (qualifying service).

7. **Next Meeting Dates**

The meeting agreed upon the following future meeting dates:

7.1 Tuesday, 19 February 2013;
7.2 Wednesday, 6 March 2013;
7.3 Tuesday, 26 March 2013;
7.4 Wednesday, 17 April 2013;
7.5 Friday, 19 April 2013.

Sue Kloeden
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Employee Team at the SBU
Negotiations