

DOBCEL CIRCULAR

7 July (#7/2020)

School Transfer Update

During the last month, DOBCEL Board Directors have continued to meet with priests and parish representative to discuss the potential transfer of schools to DOBCEL on 1 January 2021. Supporting this, the staff of the Catholic Education Office have been providing organisational support for the discussions and finalising the administrative requirements for the re-registration of the 56 parish schools.



Thank you to Schools

The DOBCEL Board is grateful for the extra work that Principals, Administration Officers and Compliance Officers (or their equivalent) undertook last term to ensure that all aspects of their school's compliance were attended to. This was part of the due diligence that was necessary in preparing for the transfer of the registration of schools. Although it was "extra work", it was also reassuring for the DOBCEL Board and for the CECV Policy and Governance Unit (not to mention all those principals) that all transferring schools will meet the Minimum Standards for School Registration. Thank you to those who did the work at the school end and to the CEOB team members who processed and filed thousands of documents in preparation.

New inclusions in the School Transfer Agreement

During discussions with parishes and priests in the last few months, several improvements have been made to the School Transfer Agreement:

1. References to the Parish Priest as "owner" of the school have been reworded to indicate governance authority rather than ownership
2. DOBCEL's commitment to an ongoing relationship between the school and the parish has been included
3. Distributions on the closure of a school have been clarified to recognise contributions from parishioners as well as education sources

4. Celebration of the parish's place in establishing education in the parish and a commitment to continue this ministry under DOBCEL

The final version of the School Transfer Agreement will be sent to all parish priests who are currently school governing authorities shortly.

Transferring of Staff to DOBCEL

When DOBCEL becomes the governor and proprietor of schools on 1 January 2021, the staff employed in those schools will become employees of the company with no loss of conditions or entitlements. There is some due diligence that now needs to be undertaken by CEOB on behalf of DOBCEL in order to check that all transferring staff are contracted and paid correctly and to communicate clearly with staff about what the transfer means to their continued employment.

The first step of the due diligence is for CEOB's People and Development Team to peruse all staff contracts and compare them against the payrolls for transferring schools so that DOBCEL can be given assurance that all staff are fairly contracted and paid. To this end, John Meneely (Interim Director) and Ange Jones (Assistant Director People and Development) will write to all principals in Week 1 of Term 3 requesting their assistance with the collection of documents and summarising the planned timeline and process for the transfer of staff during Terms 3 and 4. Instructions about which documents are required and how they are to be processed will be provided in the correspondence. Again, we thank those who will be taking on the administrative tasks to ensure this important work is completed.

Term 3 Activity

It will be important during Term 3 to finalise the signing of all School Transfer Agreements, undertake the due diligence around the transfer of staff and assist principals in helping their staff to understand the implications of the change of employer.

Further information

If there is something that DOBCEL can assist you with understanding better, please contact Executive Officer Janine Hillman on admin@dobcel.org.au.

Tracey O'Neill

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DOBCEL Board Director and Chair

Diocese of Ballarat Catholic Education Limited (DOBCEL) 2020

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