

# Master Teachers administrative arrangements

In 2015, Master Teachers joined Queensland state schools to further support and enhance quality teaching in state schools and to further drive improvements in literacy and numeracy outcomes for Queensland students.

With the establishment of 305 new centrally-funded Master Teacher positions in schools, the department was conscious of the need to streamline processes to allow school communities to make local decisions, minimise red tape and provide certainty for schools and clusters.

As a result, the administrative arrangements that apply to the salaries of centrally-funded Master Teachers and the associated early years resource packages (where applicable) involve the funds for these program elements being paid directly into school bank accounts for the life of the three-year Master Teacher initiative.

Both the Master Teacher salary payments and the early years resource package payments will take the form of a core grant. This approach will:

- maximise funding available to schools
- provide greater flexibility to use the funds locally within the program
- facilitate reporting of all program expenditure
- assist audit and evaluation activities.

In designing these administrative arrangements for Master Teacher schools and clusters, the department undertook consultation with school communities and school leaders, principals' associations, the Queensland Teachers' Union (QTU) and other stakeholders.

## Master Teacher salaries

In advance of each term, schools will receive payment for the salaries component of the Master Teacher initiative, along with on-costs and locality allowances (where applicable).

Master Teacher salary payments will then be direct-debited from school bank accounts over the course of each term using established school-purchased labour/salary recovery arrangements. For clusters, payments for centrally-funded Master Teachers will be managed by the base schools. School-funded Master Teachers will be managed by the schools in which these positions are based, with salaries and on-costs recovered in the same way.

The department is working with schools to ensure that cluster arrangements meet local needs.

Schools are able to make local decisions about utilising any unused salary grant funds of less than a term to support the Master Teacher program in the school or cluster (for example, for resources, travel, teacher relief scheme funding for teachers to work with the Master Teacher, accommodation and professional development).

If a Master Teacher position becomes vacant in 2018, the decision to fill the vacancy will be made by the principal and will occur through a merit selection process. The decision of whether to replace the Master Teacher will include considerations such as time left in the program and the school's need.

If a Master Teacher is not replaced in a school, the school's central funding for the position will cease at the end of that term.

If a centrally-funded Master Teacher is not replaced within the term, the school is to advise their region and the Master Teachers Program of this via email to [Master.Teachers@qed.qld.gov.au](mailto:Master.Teachers@qed.qld.gov.au).

## Early years resource package

The early years resource package is provided to support the work of each centrally-funded Master Teacher in a primary school or a school with early years enrolments (including special schools and schools of distance education).





Where schools are clustered, the resource package is to be paid to one school (the 'early years grant school') in the cluster as a core grant and shared between eligible schools within the cluster according to local arrangements.

The early years resource package is provided to facilitate the work of the Master Teachers in improving literacy and numeracy in the early years. Schools are able to make local decisions about using these funds (for example, for resources, travel, accommodation and professional development) across the life of the program.

The core grant will assist in the ongoing mapping of expenditure under the program and funds can be phased to meet the local needs of Master Teachers.

## Other support

The Computers for Teachers (CFT) program will facilitate the purchase of new devices for centrally-funded Master Teachers. For more information regarding laptop eligibility and deployment, see the [Computers for Teachers OnePortal page](#) (DoE employees only).

Schools will meet all other support costs for Master Teachers as they would for other staff or programs.

To find out more about the Master Teachers program, visit:  
<http://education.qld.gov.au/staff/development/employee/teachers/master-teachers.html>