





Presenters

Myrnard Scott and Kate Lethbridge, New Zealand School Trustees Association

Paul Barker and Sonya Hockley, Principals, NZEI Te Riu Roa

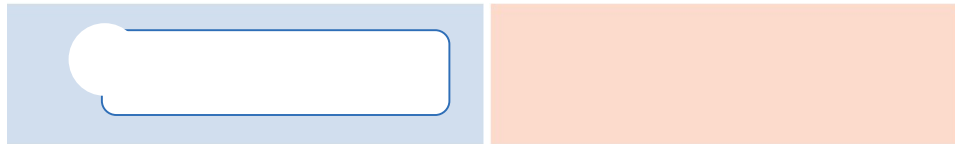
Bee Groves and Tessa Townsend, Claims Implementation Team, Ministry of Education

Queries panel

Elie Good and Sophie Dickson, Pay Equity Team, Ministry of Education

<

Ongoing support

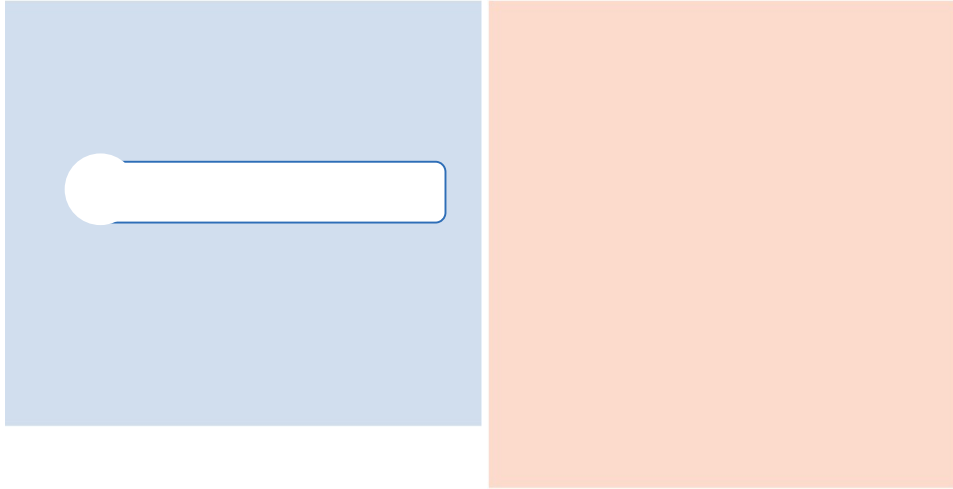




Pay equity claims overview



What is included in the settlement?



•

•

•

•

•

•

•

•

•

•



-

-

required by schools

noation

-

What you need to do



ACTION 1: Designation codes

- A designation code does not determine an employee's pay rate, but designation codes are used as a reference for Education Payroll.
- Employees will be on the core Q payroll designation code in Education Payroll.
- If your employment is not on the core Q code, they will not be paid the new rates.

Designation code	Description
S57	Kaiwhiwhi

Designation code	Description
S70	Admin - Education Clerical
S71	Admin - Education Management
S72	Admin - School Services
S73	Admin - Secretarial/Typing
S75	Admin - Administrative Services
S41	School Services
S42	Education Clerical
S43	Secretarial/Typing
S64	Education Management
S65	Administrative Services

ACTION: Login to EdPay to the 'My Employment' tab to check your employment's Designation Code is core Q.

ACTION DUE: By 30 September 2024

•

•

•

•

•

don't

are

ACTION 2 Check information and send letters

Summary report

- **The Ministry will call you to confirm your covered employee information**
- **You will receive a summary report of your covered employees. The report will include your employee's name, designation code and their current grade and step**

Letters

Letters will be sent to your employees at different stages over the next few months

- **Letter to employees who opted out**
- **Letter to employees who were not notified of claim**
- **Letter to covered employees, with their point to point translation**

ACTION: Check the summary report against information in your 'My Employees' Tab in EdPay

ACTION DUE: By 30 September 2022

ACTION: Give letters to your employees

ACTION 3 Employment documents



Collective and Individual Employment Agreements will be automatically varied to include the pay equity claim

**ACTION: Check you have
up to date documents for
your employees**

•

•

•

•

•

•

ACTION 4 Pay equity regrading



More information is available in the



ACTION 4 Pay equity regrading - Funding

All employees' automatic point to point transition will be funded



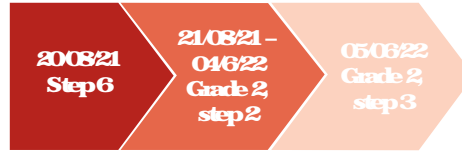
Case Study: Sally

- Sally is a school administrator, covered by the Administration Support Staff Pay Equity Claim
- Sally was on the old grade B, step 2 at \$21.95 per hour
- Following the pay equity settlement, her grade will be automatically translated by the Ad

Q ME

Case Study: Manaia

- Manaia is a kai mahi te reo covered by the claim
- Manaia's anniversary date is on 5 June every year
- On 20 August 2021, Manaia was on the old step 6 which translates to the new grade 2, step 2
- On her anniversary of 5 June 2022, Manaia changed to the old step 7, which translates to the new grade 2, step 3
- Manaia's pay equity payment will include all extra pay from 20 August 2021, including the extra pay from her change in step on her 2022 anniversary date.



Current step	Current hourly rate	Pay equity grade	Pay equity step	Pay equity hourly rate
1	\$21.78	1	2	\$3850
2	\$21.97	1	3	\$3944
3	\$22.54	1	4	\$4037
4	\$23.03	1	5	\$4131
5	\$23.59	1	6	\$4225
6	\$24.11	2	2	\$4413
7	\$25.19	2	3	\$4507
8	\$25.79	2	4	\$4601

•

•

•

•

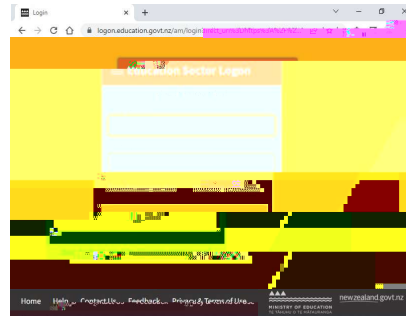
dd

new

dd

Case Study: Danielle

- Danielle is an Accounts Administrator; covered by the Administration Support Staff Pay Equity Claim
- Danielle has been automatically translated to the new grade 2
- However, Danielle uses the school KAMAR system as a routine and ongoing part of her work. This should put her in new grade 3
- Danielle raises her incorrect translation with her school. They agree that the grade is incorrect as a result of the translation
- Danielle's school applies for pay equity regarding and funding through the Ministry of Education's Taku portal
- If approved, Danielle would be re-translated to the correct grade and her school would receive funding



-

-

-



Question Time

Guidance available now:

- **Funding 101 Guide**
- **WorkMatrix Guides**
- **Translation Rules Guides**
- **Pay Equity Regarding**



What next

Kai rahi i te reo pay equity claim hui

- To further support the Kai rahi i te reo pay equity claim implementation, there are lanchi i te lanchi hui being held across the motu
- Register for a hui in your area on the Ministry of Education's website.

'Sustaining pay equity' webinar

- Informational webinar on how we can all sustain pay equity in the long term

Guidance and more

- Send your p taito our Support Teams.



Education.govt.nz > search
'Administration support staff pay
equity' > click first option



Education.govt.nz > search
'Kai rahi i te reo pay equity' >
click first option

Guidance and more

-



