

Administration Support Staff and Kaiārahi i te Reo Pay Equity Claims **Settlement Implementation**

Funding 101 Guide

**Use this to understand the funding schools and
kura will receive to fund the settlements**

**AUGUST 2022
VERSION 1.0**



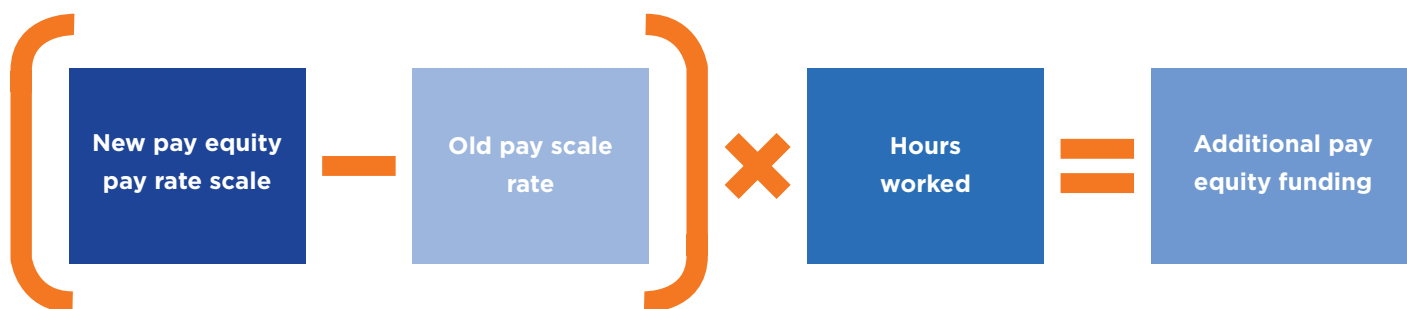


Introduction

The settlements cover all covered employees in state and state-integrated schools and kura, including those who may have finished their job on or after 20 August 2021 and started another position at another school, or left the workforce entirely.

The Ministry provides the additional pay equity funding required by translating covered employees from the old pay scale to the new pay equity pay scale. This is a point-to-point translation following the translation rules of the settlements. Point-to-point means that covered employees will be transferred from their point on the previous Position Elements Table to the equivalent point on the new pay equity Work Matrix.

Ongoing funding will be provided to schools and kura to cover the increased cost of the settlements. This funding will be paid as part of your operational grant instalments, with the first instalment scheduled for 1 October 2022.



Non-EPL schools

If you don't pay your covered employees through the central Education Payroll system, we will use information already collected from you about any covered employees you employed in 2021 to calculate the additional pay equity funding.

Settlement funding for new schools and kura

For schools and kura that opened during 2022, we will estimate your covered employees' pay equity funding based on an existing school or kura of a similar type, including location, number of learning support students and size. This estimate will be adjusted during the wash-up process.



Wage and salary funding sources

We know that schools and kura receive funding from different sources to employ their covered employees.

We will provide pay equity funding for all covered employees regardless of the funding source. The settlements have no direct impact on these sources of funding. If you have questions about funding that you receive from another agency, please contact them directly.

Pay equity regrade funding

On occasion, the automatic point-to-point translation (see [Translation Rules Guide](#)) may place an employee on a grade in the new work matrix, but lower than the one which covers most of the skills, demands or responsibilities routinely required in their role. Where the employee and their principal/tumuaki or supervisor agree that the employee's grade is incorrect, the school or kura can apply for pay equity regrade funding from 1 August 2022.

To apply for pay equity regrade funding, a new [application form](#) will be available through the Taku portal. Employers should ensure they are submitting the correct form when applying for pay equity regrading. Applications will be assessed by the Pay Equity Regrade Review Group, and funding will be provided to all approved and partially approved applications on an ongoing basis.

The pay equity regrading process will never be used to lower an employee's grade. This process is also provided only for changes to grades that are the direct result of the pay equity settlement and not due to correcting historic employment issues, changes to responsibilities or incorrect placement under the previous grading system.

More detailed information is available in our [Pay Equity Regrading Guide](#).

We **shape** an **education** system that delivers
equitable and **excellent outcomes**

He mea **tārai** e mātou te **mātauranga**
kia **rangatira** ai, kia **mana taurite** ai ōna **huanga**