SURPLUS STAFFING TIMELINE

September 2008

NZEI • TE RIU ROA

This information is provided to assist principals identify surplus staff and salary units under the provisions of the Primary Teachers (including Deputy and Assistant Principals and Other Unit Holders) Collective Agreement 2007-2010. Collective Agreement provisions should be implemented if the 2009 Provisional Staffing Notice (received in September 2008) shows a reduction in staffing entitlement that results in the loss of one or more full time teaching positions, the loss of a part time position or a reduction in salary units. The notice will not indicate the actions that must be taken if there is a change of entitlement either of staffing or units. It is the responsibility of the principal and board to decide if staffing levels or unit allocation need to be increased or decreased on the basis of entitlement. The surplus staffing provisions apply only to permanently appointed teachers. If the school is involved in a school reorganisation that results in surplus staffing the entitlements are different. Contact your field staff for information.

CONTACT YOUR LOCAL FIELD STAFF FOR ASSISTANCE IF YOUR SCHOOL WILL BE IN A SURPLUS STAFFING OR UNIT SITUATION FOR 2009

OCTOBER 2008 TO END OF THE 2009 SCHOOL YEAR	2009 SCHOOL YEAR	2010

A. The staffing advice notice from the MoE shows:

No change in salary units and no change in staffing for 2009

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NO ACTION NEEDED

B. The staffing advice notice from the MoE shows:

(i) A decrease in salary units for 2009

- The 2009 unit surplus will be rectified by attrition **NO FURTHER ACTION**
- The 2009 unit surplus will NOT be rectified by attrition
  ACTION REQUIRED BY THE END OF THE 2008 SCHOOL YEAR

Teachers to lose salary units in 2009 identified as per part 9A.5 of the CA

→ Teachers who lose salary units have access to salary protection

- → Permanent Salary Units: Salary protection for 2009 while employed in the school
- → Fixed Term Salary Units: Salary protection for the remaining period of the fixed term or one year (whichever is the lesser period) while employed in the School

Salary protection ceases from the start of the 2010 school year

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Pay / Service Centre informed

(ii) A decrease in staffing that results in the loss of one full-time position or more

- The 2009 staffing surplus will be rectified by attrition by the end of 2008
  NO FURTHER ACTION OTHER THAN INFORMING THE MOE
- The 2009 staffing surplus will NOT be rectified by attrition by the end of 2008
  ACTION REQUIRED BY THE END OF THE 2008 SCHOOL YEAR

Surplus teachers identified as per Part 9A (9A.1 – 9A.11) of the CA.
Options considered/agreed

(i) redeployment/supernumerary Part 9A (9A.6 – 9A.8.7) of the CA

(ii) retraining Part 9A (9A.9) of the CA

(iii) long service/severance pay Part 9A (9A.10-9A.11) of the CA
If this option is agreed then employment ends on an agreed date – normally the end of the 2008 school year.

- → Teacher has protected status for 30 school weeks from the start of the 2009 school year → Teacher has protected status → BOT notifies teachers of termination of employment one month prior to expiry date of protected status → BOT notifies service centre → Teacher unemployed from late September 2009
- → Teacher undertakes an approved course of training for 30 school weeks from the start of the 2009 school year. Teacher remains in school until course begins. → Teacher has protected status → BOT notifies teachers of termination of employment one month prior to expiry date of protected status → BOT notifies service centre → Teacher unemployed from late September 2009
- → Teacher unemployed

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MOE and pay / Service Centre informed.

(iii) A decrease in staffing that results in a part time teacher losing **ALL** their hours

- The 2009 staffing surplus will be rectified by attrition by the end of 2008
  NO FURTHER ACTION OTHER THAN INFORMING THE MOE
- The 2009 staffing surplus will NOT be rectified by attrition by the end of 2008
  ACTION REQUIRED BY THE END OF THE 2008 SCHOOL YEAR

Surplus teachers identified as per Part 9A (9A.1-9A.11) of the CA.
Options considered/agreed (pro rata).

(i) redeployment/supernumerary Part 9A (9A.6-9A.8.7) of the CA

(ii) retraining Part A (9A.9) of the CA

(iii) long service/severance pay Part 9A (9A.10-9A.11) of the CA

- → Teacher has protected status for 30 school weeks from the start of the 2009 school year → Teacher has protected status → BOT notifies teachers of termination of employment one month prior to expiry date of protected status → BOT notifies service centre → Teacher un-employed from late September 2009
- → Teacher undertakes an approved course of training for 30 school weeks from the start of the 2009 school year. Teacher remains in school until course begins → Teacher has protected status → BOT notifies teachers of termination of employment one month prior to expiry date of protected status → BOT notifies service centre → Teacher un-employed from late September 2009
- → Teacher unemployed

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MOE and pay / Service Centre informed.

(iv)A decrease in staffing that results in a part time teacher losing some of their hours

- The 2009 part time hours surplus will be rectified by attrition by the end of 2008
  NO FURTHER ACTION OTHER THAN INFORMING THE MOE
- The 2009 part time hours surplus will NOT be rectified by attrition by the end of 2008
  ACTION REQUIRED BY THE END OF THE 2008 SCHOOL YEAR

Where there is a PART reduction in hours for a part time teacher, that teacher will be given two months notice of the reduction in hours. The teacher has no other surplus staffing entitlements Part 9 (9A.6.4-9A6.5) of the CA

→ Teacher's hours reduced

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Pay / Service Centre informed