

## Method for calculation of salary for pro-rata teachers

*(PPTA note to Collective Agreement Part 4 – clause 4.5 Part-time teachers)*

From the Department of Education (1981) Administration manual (Part c, vol. 2)

Pro rata teachers receive a payment which is a proportion of their full-time salary entitlement. They are also paid for an additional time equivalent to 11 percent of class contact hours which is equal to an additional payment of one hour for each nine hours of actual class teaching. ... The following are examples of how the pro rata rate is calculated:

a. A pro rata teacher working 7 1/2 hours per week with a full-time salary of \$8,000:

$$\$8,000 \times 7.5/22.5 = \$2,667 \text{ pa. (x14/365 = \$102.30 per fortnight)}$$

b. A pro rata teacher working 15 hours per week with a full-time salary of \$8,000:

$$\$8,000 \times 15/22.5 = \$5,333 \text{ pa. (x14/365 = \$204.55 per fortnight)}$$

The number of class contact hours a week is 25. The divisor of 22.5 used in the above examples results from incorporating the 11% additional salary into the 25 class contact hours (22.5 increased by 11% = 25), therefore allowing the actual class contact hours worked by the teacher to be used in the calculation.

(Circular 1979/96)