



Annual Report

PAHOIA SCHOOL

2018



**Pahoia
School**
Est 1927

3 December 2018

It is my pleasure to present the 2018 Annual Report on the schools operation and performance. The document sets out the highlights, achievements and challenges of the 2018 year.

The Analysis of Variance, reports against our schools achievement target goals, as well as the achievement data.

The year began with a roll of 182 and concluded in December with the closing roll of 201. The structure of the school teams remain unchanged from 2017 and consist of a senior team with Year 3/4 and 5/6 collaborative pods and a junior team with Year 0/1 and 2/3 collaborative pods.

Staff at Pahoia School are professionals that model the expectation of achievement for all. The commitment was demonstrated in the percentage of children who are Reading (79%), Writing (65%), and are achieving Mathematically (60%), 'At' or 'Above' the standard.

At Pahoia School we are committed to providing additional leadership opportunities for the senior students and this has resulted in many of them being involved as student leaders, house leaders, bus monitors, library monitors, and office monitors.

Sport is still an ongoing focus and we provide as many opportunities to participate as possible, either through the Kiwisport funding or other school opportunities.

Our school is well supported by the continuous efforts of the fundraising committee. 2018 involved the school triathlon, quiz night and on going Friday school lunches. The fundraising committee events provide opportunities for families and parents to be part of the wider school community.

Kind regards

Mike McKee
Principal

PREPARING LEARNERS FOR NOW AND THE FUTURE

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PAHOIA SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2018

School Directory

Ministry Number: 1884

Principal: Mike McKee

School Address: 29 Esdaile Road, Tauranga

School Postal Address: 29 Esdaile Road, RD 8, Tauranga, 3180

School Phone: 07 548 0723

School Email: office@pahoia.school.nz

Members of the Board of Trustees

Name	Position	How Position Gained	Term Expires/ Expired
Victoria Denyer	Chairperson	Elected	2019
Mike McKee	Principal	ex Officio	
Steve Shirley	Parent Rep	Elected	2019
Estee Burnett	Parent Rep	Elected	2019
Karl Wansbone	Parent Rep	Elected	2019
Meredith Miller	Parent Rep	Co-opted	2019
Sheena Saunders	Staff Rep	Appointed	2019

Accountant / Service Provider: Education Services Ltd

PAHOIA SCHOOL

Annual Report - For the year ended 31 December 2018

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Pahoia School

Statement of Responsibility

For the year ended 31 December 2018

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2018 fairly reflects the financial position and operations of the school.

The School's 2018 financial statements are authorised for issue by the Board.

VICTORIA DENYER

Full Name of Board Chairperson

V Denyer

Signature of Board Chairperson

30/5/19

Date:

Michael McKee

Full Name of Principal

[Signature]

Signature of Principal

29.05.19

Date:

Pahoia School**Statement of Comprehensive Revenue and Expense**

For the year ended 31 December 2018

		2018	2018	2017
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
Revenue				
Government Grants	2	1,433,256	537,593	1,431,942
Locally Raised Funds	3	87,331	62,755	90,092
Interest Earned		875	1,200	1,764
		<u>1,521,462</u>	<u>601,548</u>	<u>1,523,798</u>
Expenses				
Locally Raised Funds	3	29,818	24,655	44,695
Learning Resources	4	1,061,191	134,125	1,087,997
Administration	5	98,131	91,029	78,695
Finance Costs		1,031	500	686
Property	6	348,909	335,843	320,088
Depreciation	7	57,586	62,000	46,512
Loss on Disposal of Property, Plant and Equipment		1,841	-	-
		<u>1,598,507</u>	<u>648,152</u>	<u>1,578,673</u>
Net Surplus / (Deficit)		<u>(77,045)</u>	<u>(46,604)</u>	<u>(54,875)</u>
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>(77,045)</u>	<u>(46,604)</u>	<u>(54,875)</u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.



Pahoia School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
Balance at 1 January	604,186	589,857	659,061
Total comprehensive revenue and expense for the year	(77,045)	(46,604)	(54,875)
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	4,111	-	-
Equity at 31 December	531,252	543,253	604,186
Retained Earnings	531,252	543,253	604,186
Equity at 31 December	531,252	543,253	604,186

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes.



Pahoia School
Statement of Financial Position

As at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Assets				
Cash and Cash Equivalents	8	19,819	28,713	106,874
Accounts Receivable	9	60,115	48,544	57,441
GST Receivable		3,143	4,879	7,778
Prepayments		1,588	-	3,306
Inventories	10	2,600	1,931	1,529
		<u>87,265</u>	<u>84,067</u>	<u>176,928</u>
Current Liabilities				
Accounts Payable	12	90,105	82,259	117,253
Provision for Cyclical Maintenance	13	32,406	-	-
Finance Lease Liability - Current Portion	14	14,277	-	5,420
Funds held for Capital Works Projects	15	1,298	-	-
		<u>138,086</u>	<u>82,259</u>	<u>122,673</u>
Working Capital Surplus/(Deficit)		(50,821)	1,808	54,255
Non-current Assets				
Property, Plant and Equipment	11	661,103	621,930	624,931
		<u>661,103</u>	<u>621,930</u>	<u>624,931</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	13	45,065	78,801	66,801
Finance Lease Liability	14	33,965	1,684	8,199
		<u>79,030</u>	<u>80,485</u>	<u>75,000</u>
Net Assets		<u><u>531,252</u></u>	<u><u>543,253</u></u>	<u><u>604,186</u></u>
Equity		<u><u>531,252</u></u>	<u><u>543,253</u></u>	<u><u>604,186</u></u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.



Pahoia School

Statement of Cash Flows

For the year ended 31 December 2018

		2018	2018	2017
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		315,436	293,000	301,791
Locally Raised Funds		86,007	38,100	89,297
Goods and Services Tax (net)		4,635	-	(2,899)
Payments to Employees		(189,244)	(133,125)	(54,061)
Payments to Suppliers		(256,922)	(211,636)	(314,045)
Interest Paid		(1,031)	(500)	(687)
Interest Received		875	-	1,757
Net cash from / (to) the Operating Activities		(40,244)	(14,161)	21,153
Cash flows from Investing Activities				
Purchase of PPE (and Intangibles)		(51,760)	(59,000)	(97,478)
Net cash from / (to) the Investing Activities		(51,760)	(59,000)	(97,478)
Cash flows from Financing Activities				
Furniture and Equipment Grant		4,111	-	-
Finance Lease Payments		(6,152)	(5,000)	(2,592)
Funds Held for Capital Works Projects		6,990	-	9,993
Net cash from Financing Activities		4,949	(5,000)	7,401
Net increase/(decrease) in cash and cash equivalents		(87,055)	(78,161)	(68,924)
Cash and cash equivalents at the beginning of the year	8	106,874	106,874	175,798
Cash and cash equivalents at the end of the year	8	19,819	28,713	106,874

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

The above Cash Flow Statement should be read in conjunction with the accompanying notes.



Pahoia School

Notes to the Financial Statements

For the year ended 31 December 2018

1. Statement of Accounting Policies

a) Reporting Entity

Pahoia School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2018 to 31 December 2018 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

The School is experiencing financial difficulties, at balance date the School has a working capital deficit of \$50,821. The financial difficulties have arisen mainly because the School has incurred several deficits over recent years. The School is managing this by tighter budgetary control to reduce future deficits. These financial statements are prepared on a going concern basis. The going concern assumption is dependent on the continuing support from the Ministry of Education. The Ministry of Education has confirmed it will continue to provide the school with resources, so it may meet its obligations as they fall due. The accounting policies have been consistently applied throughout the period.

Financial Reporting Standards Applied

The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as "having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders".

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

Measurement Base

The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

Presentation Currency

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

Specific Accounting Policies

The accounting policies used in the preparation of these financial statements are set out below.

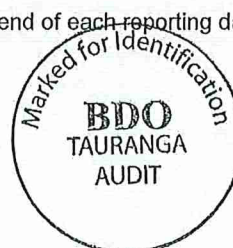
Critical Accounting Estimates And Assumptions

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School



believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 11.

Critical Judgements in applying accounting policies

Management has exercised the following critical judgements in applying accounting policies:

Classification of leases

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 14.

Recognition of grants

The School reviews the grants monies received at the end of each reporting period and whether any require a provision to carryforward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

c) Revenue Recognition

Government Grants

The school receives funding from the Ministry of Education. The following are the main types of funding that the School receives;

Operational grants are recorded as revenue when the School has the rights to the funding, which is in the year that the funding is received.

Teachers salaries grants are recorded as revenue when the School has the rights to the funding in the salary period they relate to. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

Use of land and buildings grants are recorded as revenue in the period the School uses the land and buildings. These are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown.

Other Grants

Other grants are recorded as revenue when the School has the rights to the funding, unless there are unfulfilled conditions attached to the grant, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to revenue as the conditions are fulfilled.

Donations, Gifts and Bequests

Donations, gifts and bequests are recorded as revenue when their receipt is formally acknowledged by the School.

Interest Revenue

Interest Revenue earned on cash and cash equivalents and investments is recorded as revenue in the period it is earned.

d) Use of Land and Buildings Expense

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant from the Ministry.

e) Operating Lease Payments

Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

f) Finance Lease Payments

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of 90 days or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

h) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

i) Inventories

Inventories are consumable items held for sale and comprise of stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

j) Investments

Bank term deposits for periods exceeding 90 days are classified as investments and are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.

The School has met the requirements of Schedule 6 para 28 of the Education Act 1989 in relation to the acquisition of investment securities.

k) Property, Plant and Equipment

Land and buildings owned by the Crown are excluded from these financial statements. The Board's use of the land and buildings as 'occupant' is based on a property occupancy document.

Improvements to buildings owned by the Crown are recorded at cost, less accumulated depreciation and impairment losses.

Property, plant and equipment are recorded at cost or, in the case of donated assets, fair value at the date of receipt, less accumulated depreciation and impairment losses. Cost or fair value as the case may be, includes those costs that relate directly to bringing the asset to the location where it will be used and making sure it is in the appropriate condition for its intended use.

Property, plant and equipment acquired with individual values under \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.

Leased Assets

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value

of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

Depreciation

Property, plant and equipment except for library resources are depreciated over their estimated useful lives on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

Building Improvements	10-40 years
Furniture and Equipment	5-15 years
Information and Communication	3-5 years
Library Resources	12.5% DV

Leased assets are depreciated over the life of the lease.

l) Intangible Assets

Software costs

Computer software acquired by the School are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with subsequent maintenance or licensing of software are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software licences with individual values under \$1,000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. Its fair value can be assessed at time of acquisition if no other methods lead to a fair value determination. Computer software purchased directly from suppliers at market rates are considered exchange transactions and the fair value is the amount paid for the software.

The carrying value of software is amortised on a straight line basis over its useful life. The useful life of software is estimated as three years. The amortisation charge for each period and any impairment loss is recorded in the Statement of Comprehensive Revenue and Expense.

m) Impairment of property, plant, and equipment and intangible assets

The school does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

Non cash generating assets

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

n) Accounts Payable

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.



o) Employee Entitlements

Short-term employee entitlements

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned to but not yet taken at balance date.

Long-term employee entitlements

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows

p) Revenue Received in Advance

Revenue received in advance relates to fees received from students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to international students, should the School be unable to provide the services to which they relate.

q) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

r) Shared Funds

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. The cluster of schools operate activities outside of school control. These amounts are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose.

s) Provision for Cyclical Maintenance

The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board's property maintenance responsibilities. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's ten year property plan (10YPP).

t) Financial Assets and Liabilities

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as "loans and receivables" for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

u) Borrowings

Borrowings are recognised at the amount borrowed. Borrowings are classified as current liabilities unless the School has an unconditional right to defer settlement of the liability for at least 12 months after the balance date.

v) Goods and Services Tax (GST)

The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and accounts payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statements of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

w) Budget Figures

The budget figures are extracted from the School budget that was approved by the Board at the start of the year.

x) Services received in-kind

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.



2. Government Grants

	2018	2018	2017
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Operational grants	267,321	273,000	273,368
Teachers' salaries grants	848,503	-	887,558
Use of Land and Buildings grants	246,325	242,593	242,593
Other MoE Grants	71,107	22,000	28,423
	<u>1,433,256</u>	<u>537,593</u>	<u>1,431,942</u>

3. Locally Raised Funds

Local funds raised within the School's community are made up of:

	2018	2018	2017
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Revenue			
Donations	38,769	29,900	9,519
Activities	31,954	21,625	41,428
Trading	3,945	2,730	223
Fundraising	12,663	8,500	38,922
	<u>87,331</u>	<u>62,755</u>	<u>90,092</u>
Expenses			
Activities	27,205	21,925	29,241
Trading	2,613	2,730	233
Fundraising costs	-	-	15,221
	<u>29,818</u>	<u>24,655</u>	<u>44,695</u>
<i>Surplus for the year Locally raised funds</i>	<u>57,513</u>	<u>38,100</u>	<u>45,397</u>

4. Learning Resources

	2018	2018	2017
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Curricular	36,577	32,600	30,737
Library resources	651	900	19
Employee benefits - salaries	1,000,371	76,625	1,037,081
Staff development	17,931	16,000	20,160
Equipment Repairs	5,661	8,000	-
	<u>1,061,191</u>	<u>134,125</u>	<u>1,087,997</u>



5. Administration

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	4,422	5,000	4,060
Board of Trustees Fees	2,555	3,240	3,130
Board of Trustees Expenses	7,609	3,500	901
Communication	1,918	2,500	4,679
Consumables	5,958	11,400	12,727
Operating Lease	2,973	1,320	2,222
Legal Fees	-	-	(205)
Other	15,800	13,525	11,089
Employee Benefits - Salaries	41,979	41,000	39,753
Insurance	5,388	1,900	339
Service Providers, Contractors and Consultancy	9,529	7,644	-
	<u>98,131</u>	<u>91,029</u>	<u>78,695</u>

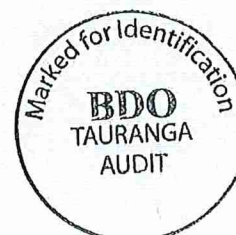
6. Property

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	24,833	18,800	14,743
Cyclical Maintenance Expense	10,670	12,000	9,221
Grounds	4,769	4,550	2,737
Heat, Light and Water	16,857	15,800	14,308
Repairs and Maintenance	27,818	25,000	15,434
Use of Land and Buildings	246,325	242,593	242,593
Security	1,977	1,600	8,607
Employee Benefits - Salaries	15,660	15,500	12,445
	<u>348,909</u>	<u>335,843</u>	<u>320,088</u>

The use of land and buildings figure represents 8% of the school's total property value. This is used as a 'proxy' for the market rental of the property. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

7. Depreciation

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	16,470	20,095	15,075
Furniture and Equipment	17,573	20,299	15,228
Information and Communication Technology	12,180	16,061	12,049
Leased Assets	10,078	3,764	2,824
Library Resources	1,285	1,781	1,336
	<u>57,586</u>	<u>62,000</u>	<u>46,512</u>



8. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
BNZ -00	15,123	28,713	27,198
BNZ -25	3,879	-	28,860
BNZ -83	817	-	816
BNZ Term Deposit	-	-	50,000
Cash equivalents and bank overdraft for Cash Flow Statement	<u>19,819</u>	<u>28,713</u>	<u>106,874</u>

The carrying value of short-term deposits with maturity dates of 90 days or less approximates their fair value.

Of the \$19,819 Cash and Cash Equivalents, \$1,298 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2019 on Crown owned school buildings under the School's Five Year Property Plan.

9. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Receivables	1,324	-	794
Interest Receivable	-	171	178
Teacher Salaries Grant Receivable	58,791	48,373	56,469
	<u>60,115</u>	<u>48,544</u>	<u>57,441</u>
Receivables from Exchange Transactions	1,324	171	972
Receivables from Non-Exchange Transactions	58,791	48,373	56,469
	<u>60,115</u>	<u>48,544</u>	<u>57,441</u>

10. Inventories

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Stationery Trading	205	193	193
Clothing Trading	1,742	1,336	1,336
Bus Tickets	653	402	-
	<u>2,600</u>	<u>1,931</u>	<u>1,529</u>



11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Building Improvements	501,641	34,116	(1,652)	-	(16,470)	517,635
Furniture and Equipment	64,274	17,183	-	-	(17,573)	63,884
Information and Communication Tech	35,874	-	(189)	-	(12,180)	23,505
Leased Assets	13,315	43,839	-	-	(10,078)	47,076
Library Resources	9,827	461	-	-	(1,285)	9,003
Balance at 31 December 2018	624,931	95,599	(1,841)	-	(57,586)	661,103

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Building Improvements	672,504	(154,869)	517,635
Furniture and Equipment	338,130	(274,246)	63,884
Information and Communication	175,429	(151,924)	23,505
Leased Assets	60,698	(13,622)	47,076
Library Resources	45,636	(36,633)	9,003
Balance at 31 December 2018	1,292,397	(631,294)	661,103

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Building Improvements	447,739	68,977	-	-	(15,075)	501,641
Furniture and Equipment	60,334	19,164	-	-	(15,228)	64,274
Information and Communication Tech	39,335	8,585	-	-	(12,049)	35,874
Leased Assets	2,716	13,423	-	-	(2,824)	13,315
Library Resources	10,413	751	-	-	(1,336)	9,827
Balance at 31 December 2017	560,537	110,900	-	-	(46,512)	624,931

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017	\$	\$	\$
Building Improvements	641,067	(139,426)	501,641
Furniture and Equipment	378,357	(314,083)	64,274
Information and Communication	243,720	(207,846)	35,874
Leased Assets	16,859	(3,544)	13,315
Library Resources	45,175	(35,348)	9,827
Balance at 31 December 2017	1,325,178	(700,247)	624,931



12. Accounts Payable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operating creditors	24,218	24,795	32,025
Accruals	4,422	5,814	9,125
Banking staffing overuse	-	-	17,589
Employee Entitlements - salaries	58,791	48,373	56,469
Employee Entitlements - leave accrual	2,674	3,277	2,045
	<u>90,105</u>	<u>82,259</u>	<u>117,253</u>
Payables for Exchange Transactions	90,105	82,259	99,664
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	17,589
	<u>90,105</u>	<u>82,259</u>	<u>117,253</u>

The carrying value of payables approximates their fair value.

13. Provision for Cyclical Maintenance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Provision at the Start of the Year	66,801	66,801	57,580
Increase to the Provision During the Year	10,670	12,000	9,221
Provision at the End of the Year	<u>77,471</u>	<u>78,801</u>	<u>66,801</u>
Cyclical Maintenance - Current	32,406	-	-
Cyclical Maintenance - Term	45,065	78,801	66,801
	<u>77,471</u>	<u>78,801</u>	<u>66,801</u>

14. Finance Lease Liability

The School has entered into a number of finance lease agreements for computers and other ICT equipment. Minimum lease payments payable:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	14,277	-	5,420
Later than One Year and no Later than Five Years	33,965	1,684	8,199
	<u>48,242</u>	<u>1,684</u>	<u>13,619</u>



15. Funds Held (Owed) for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects:

	2018	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
5YA Project 2018	<i>in progress</i>	-	16,848	15,550	-	1,298
Totals		-	16,848	15,550	-	1,298

Represented by:

Funds Held on Behalf of the Ministry of Education

1,298

Funds Due from the Ministry of Education

-

1,298

	2017	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
New Classroom	<i>completed</i>	-	344,000	344,000	-	-
Totals		-	344,000	344,000	-	-

16. Related Party Transactions

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and condition no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.



17. Remuneration

Key management personnel compensation

Key management personnel of the School include all trustees of the Board, Principal, Deputy Principals and Heads of Departments.

	2018 Actual \$	2017 Actual \$
<i>Board Members</i>		
Remuneration	2,555	2,800
Full-time equivalent members	0.15	0.46
<i>Leadership Team</i>		
Remuneration	214,885	187,194
Full-time equivalent members	2.00	2.00
Total key management personnel remuneration	217,440	189,994
Total full-time equivalent personnel	2.15	2.46

The full time equivalent for Board members has been determined based on attendance at Board meetings, Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.

Principal

The total value of remuneration paid or payable to the Principal was in the following bands:

	2018 Actual \$000	2017 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	110 - 120	110-120
Benefits and Other Emoluments	3 - 4	1
Termination Benefits	-	-

Other Employees

The number of other employees with remuneration greater than \$100,000 was in the following bands:

Remuneration \$000	2018 FTE Number	2017 FTE Number
100 - 110	-	-
	0.00	0.00

The disclosure for 'Other Employees' does not include remuneration of the Principal.

18. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee member, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	2018 Actual	2017 Actual
Total	-	-
Number of People	-	-



19. Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2018 (Contingent liabilities and assets at 31 December 2017: nil).

Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of school boards of trustees, through payroll service provider Education Payroll Limited.

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance, however the potential impact on any specific school or individual and any associated historical liability will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2018, a contingent liability for the school may exist.

20. Commitments

(a) Capital Commitments

There are no capital commitments as at 31 December 2018 (Capital commitments at 31 December 2017: nil).

(b) Operating Commitments

There are no operating commitments as at 31 December 2018 (Operating commitments at 31 December 2017: \$778).

21. Managing Capital

The School's capital is its equity and comprises capital contributions from the Ministry of Education for property, plant and equipment and accumulated surpluses and deficits. The School does not actively manage capital but attempts to ensure that income exceeds spending in most years. Although deficits can arise as planned in particular years, they are offset by planned surpluses in previous years or ensuing years.

22. Financial Instruments

The carrying amount of financial assets and liabilities in each of the financial instrument categories are as follows:

Loans and receivables

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	19,819	28,713	106,874
Receivables	60,115	48,544	57,441
Investments - Term Deposits	-	-	-
Total Loans and Receivables	79,934	77,257	164,315

Financial liabilities measured at amortised cost

Payables	90,105	82,259	117,253
Borrowings - Loans	-	-	-
Finance Leases	48,242	1,684	13,619
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	138,347	83,943	130,872



23. Events After Balance Date

There were no significant events after the balance date that impact these financial statements.

24. Comparatives

There have been a number of prior period comparatives which have been reclassified to make disclosure consistent with the current year.





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New Zealand

INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF PAHOIA SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

The Auditor-General is the auditor of Pahoia School (the School). The Auditor-General has appointed me, Donna Taylor, using the staff and resources of BDO Tauranga, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of the School on pages 2 to 20, that comprise the statement of financial position as at 31 December 2018, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
 - o its financial position as at 31 December 2018; and
 - o its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector Public Benefit Entity Standards Reduced Disclosure Regime as applicable to entities that qualify as tier 2.

Our audit was completed on 30 May 2019. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board of Trustees and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter- Financial Difficulties

In forming our unmodified opinion we draw attention to note 1(b) which refers to the schools working capital deficit of \$50,821. These financial statements are prepared on a going concern basis. The going concern assumption is dependent on the continuing support from the Ministry of Education. The Ministry of Education has confirmed it will continue to provide the school with resources so it may meet its obligations as they fall due.

PARTNERS: Fraser Lellman CA Kenneth Brown CA Janine Hellyer CA Jenny Lee CA
Donna Kemp CA Paul Manning CA

BDO New Zealand Ltd, a New Zealand limited liability company, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO New Zealand is a national association of independent member firms which operate as separate legal entities.

Responsibilities of the Board of Trustees for the financial statements

The Board of Trustees is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Trustees is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board of Trustees is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board of Trustees is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to close or merge the School, or there is no realistic alternative but to do so.

The Board of Trustees' responsibilities arise from the Education Act 1989.

Responsibilities of the auditor for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements.

For the budget information reported in the financial statements, our procedures were limited to checking that the information agreed to the School's approved budget.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Trustees.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's

report. However, future events or conditions may cause the School to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

We communicate with the Board of Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other information

The Board of Trustees is responsible for the other information. The other information comprises the Analysis of Variance, Board of Trustees Listing and Kiwisport Report, but does not include the financial statements, and our auditor's report thereon.

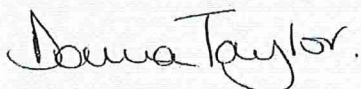
Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with or interests in the School.



Donna Taylor
BDO Tauranga
On behalf of the Auditor-General
Tauranga, New Zealand



**Pahoia
School**
Est 1927

3 December 2018

Kiwisport Report

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2018, the school received total Kiwisport funding of \$2,664.64. The funding was spent on the delivery of the Go4it fundamental skills programme.

We have undertaken the Go4it programme at Pahoia School for a number of years and we strongly support this programme. We believe it enhances teacher practice and the teaching of skills and techniques that benefit all students and teachers involved.

We joined Go4it to guide and support teachers, to develop confidence and ideas in teaching Physical Education to all levels of the school. We also joined the programme to ensure that we are up to date with the latest skills and fundamental movement teaching and to provide the best opportunities possible for our learners.

We value this programme as a staff and we view Go4it as being incredibly important.

The benefits of the programme are that it is run with teachers, it is hands on and teachers can ask for support at any time that it is needed.

Kind regards

Mike McKee
Principal

Analysis of Variance - Target 1: Writing

Strategic Goals: Engaged, successful learners.

Annual Goal: Teachers are reflective and responsive to learners. They know their impact on learning outcomes.

Annual Target: By the end of 2018, the Pahoa learners will have made accelerated progress in Writing so that 75% are achieving At or Above the appropriate standard for Writing.

Baseline Data:

Analysis of Writing data at all levels of the school at the end of 2017 showed that 71% of learners were writing At or Above the expected level. The target learners transcend the boundaries of gender and ethnicity.

Actions	Outcomes	Reasons for the variance.	Evaluation
<ul style="list-style-type: none"> • Create a Professional Learning Plan • Staff and Team meetings • Follow-up observations (student voice) • Ownership of learning (learner agency) • Clarity of Assessment for Learning strategies • Development around co-constructing success criteria • Data collection, analysis and use of Data Walls and discussed at pod meetings • Moderation for accuracy and consistency for writing judgements • Discussed at school level once a term in curriculum leadership • Student voice gathered termly • Collecting feedback child's interests • Targeted withdrawal breakout groups within pods • Use of the Seesaw platform to provide an authentic purpose and audience • Using Community resources / local authors 	<p>Analysis of the 2018 end of year data showed school wide achievement data of 68% of learners either achieving At or Above the expectation.</p>	<p>The variance can be attributed to increased professional discussion and dialogue through the Data Wall platform, moderation and increased teacher content knowledge. The consistent monitoring of Target Learners and a collaborative approach has resulted in more accurate data and reporting.</p>	<p>This has been a decrease of 3% in school wide achievement.</p> <p>The next step is to review our writing processes and programmes, continue to build teacher capacity around next steps for learning using the school's progressions. We will continue to develop 'Assessment for Learning' strategies.</p>

Analysis of Variance - Target 2: Mathematics

Strategic Goal: Engaged, successful learners

Annual Goal: Teachers are reflective and responsive to learners. They know their impact on learning outcomes.

Annual Target: By the end of 2018, the Year 6 boys will have made accelerated progress in Mathematics so that 60% are achieving At or Above the expected level for Mathematics.

Baseline Data: Analysis of 2017 End of Year Data in Mathematics showed that 44% of Year 5 boys were achieving at the expected level.

Actions	Outcomes	Reasons for the variance.	Evaluation
<ul style="list-style-type: none"> Use a variety of tools including the Pahoia Number Knowledge assessment, Pahoia Cumulative Progression of Mathematics, E-asttle, PAT as well as observations and conversations to collect baseline data. Teachers to analyse data and identify patterns and trends. Devise PLD sessions to support teachers. Target group teaching in pods, weekly. 	<p>There has been an unpacking of Pahoia Number Knowledge assessment, Pahoia Cumulative Progressions of Mathematics, E-asttle, and PAT to inform planning and teaching.</p>	<p>Effective use of:</p> <ul style="list-style-type: none"> School progressions to inform teaching and learning. Assessment data to focus Inquiries and Target Students groups 	<p>We have experienced no change in achievement of the 2017 Year 5 Boys cohort (2018 Year 6), so that 44% remain At or Above the expected level.</p> <p>In 2019 staff will further develop understanding of the Cumulative Record of Maths document (CROM).</p> <p>The Target Learners approach will focus on Mathematics.</p>