

SELWYN PARK SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2018

School Directory

Ministry Number: 1097
Principal: Vern Stevens
School Address: 38 Onslow Street
School Postal Address: 38 Onslow Street, DARGAVILLE, 0310
School Phone: 09 439 8888
School Email: leonie@sel-pk.ac.nz

Members of the Board of Trustees

Name	Position	How Position Gained	Term Expires/ Expired
Tama Herman	Chairperson	Elected	May 2019
Vern stevens	Principal	ex Officio	
Sarah Lucich	Parent Rep	Elected	May 2019
Karen Cole	Parent Rep	Elected	May 2019
Tina Manukeu	Parent Rep	Elected	May 2019
Kathleen Kelly	Parent Rep	Elected	May 2019
Jenni Harsant	Staff Rep	Elected	May 2019

Accountant / Service Provider: Education Services Ltd

SELWYN PARK SCHOOL

Annual Report - For the year ended 31 December 2018

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Selwyn Park 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.

Sarah C. Lucich
Full Name of Board Chairperson

Vernon Greville Stevens
Full Name of Principal

[Signature]
Signature of Board Chairperson

[Signature]
Signature of Principal

31 / 5 / 2019
Date:

30.5.19
Date:

Selwyn Park School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue				
Government Grants	2	1,208,535	1,090,943	1,117,918
Locally Raised Funds	3	52,571	24,000	25,809
Interest Earned		3,389	1,000	1,269
Gain on Sale of Property, Plant and Equipment		-	-	4,420
		<u>1,264,495</u>	<u>1,115,943</u>	<u>1,149,416</u>
Expenses				
Locally Raised Funds	3	18,385	19,300	28,279
Learning Resources	4	810,944	748,655	720,666
Administration	5	78,596	81,750	84,962
Finance Costs		2,669	2,500	2,345
Property	6	310,882	237,657	260,104
Depreciation	7	24,388	25,870	28,959
		<u>1,245,864</u>	<u>1,115,732</u>	<u>1,125,315</u>
Net Surplus / (Deficit)		18,631	211	24,101
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u><u>18,631</u></u>	<u><u>211</u></u>	<u><u>24,101</u></u>

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



Selwyn Park 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	<u>70,643</u>	<u>56,320</u>	<u>46,542</u>
Total comprehensive revenue and expense for the year Capital Contributions from the Ministry of Education	18,631	211	24,101
Equity at 31 December	<u>89,274</u>	<u>56,531</u>	<u>70,643</u>
 Retained Earnings	 89,274	 56,531	 70,643
Equity at 31 December	<u>89,274</u>	<u>56,531</u>	<u>70,643</u>

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



Selwyn Park 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	99,023	38,180	368,930
Accounts Receivable	9	41,634	44,541	36,375
GST Receivable		2,041	34,326	-
Prepayments		4,672	4,571	5,157
Inventories	10	1,563	1,832	1,530
Funds owed for Capital Works Projects	15	17,861	-	-
		<u>166,794</u>	<u>123,450</u>	<u>411,992</u>
Current Liabilities				
GST Payable		-	-	34,361
Accounts Payable	12	72,440	102,687	85,356
Provision for Cyclical Maintenance	13	82,277	12,230	67,742
Finance Lease Liability - Current Portion	14	6,453	7,932	6,637
Funds held for Capital Works Projects	15	-	-	225,283
		<u>161,170</u>	<u>122,849</u>	<u>419,379</u>
Working Capital Surplus/(Deficit)		5,624	601	(7,387)
Non-current Assets				
Property, Plant and Equipment	11	105,175	64,102	98,462
		<u>105,175</u>	<u>64,102</u>	<u>98,462</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	13	7,546	-	-
Finance Lease Liability	14	13,979	8,172	20,432
		<u>21,525</u>	<u>8,172</u>	<u>20,432</u>
Net Assets		<u>89,274</u>	<u>56,531</u>	<u>70,643</u>
Equity		<u>89,274</u>	<u>56,531</u>	<u>70,643</u>

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



Selwyn Park 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	418,116	354,841	380,769	
Locally Raised Funds	49,174	15,500	35,253	
Goods and Services Tax (net)	(36,402)	-	68,687	
Payments to Employees	(259,404)	(217,510)	(220,640)	
Payments to Suppliers	(154,382)	(168,294)	(170,896)	
Cyclical Maintenance Payments in the year	(11,050)	(5,760)	-	
Interest Paid	(2,669)	(2,500)	(2,345)	
Interest Received	3,192	1,000	1,606	
Net cash from / (to) the Operating Activities	6,575	(22,723)	92,434	
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)	-	-	1,478	
Purchase of PPE (and Intangibles)	(27,931)	(6,000)	(8,239)	
Net cash from / (to) the Investing Activities	(27,931)	(6,000)	(6,761)	
Cash flows from Financing Activities				
Finance Lease Payments	(4,726)	-	(7,564)	
Painting contract payments	-	-	2,821	
Funds Held for Capital Works Projects	(243,825)	-	221,097	
Net cash from Financing Activities	(248,551)	-	216,354	
Net increase/(decrease) in cash and cash equivalents	(269,907)	(28,723)	302,027	
Cash and cash equivalents at the beginning of the year	8	368,930	66,903	66,903
Cash and cash equivalents at the end of the year	8	99,023	38,180	368,930

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.



Selwyn Park School

Notes to the Financial Statements

For the year ended 31 December 2018

1. Statement of Accounting Policies

a) Reporting Entity

Selwyn Park 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 financial statements have been prepared on a going concern basis, and 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 \$1000 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 are depreciated over their estimated useful lives on a straight line basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

Buildings	40 years
Furniture and Equipment	5-18 years
Information and Communication	4 years
Leased Assets	4 years
Library Resources	8 years

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 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operational grants	335,438	329,581	332,796
Teachers' salaries grants	604,228	594,345	557,359
Use of Land and Buildings grants	181,856	141,757	163,331
Resource teachers learning and behaviour grants	10,078	5,000	13,877
Other MoE Grants	70,491	20,260	50,555
Other government grants	6,444	-	-
	<u>1,208,535</u>	<u>1,090,943</u>	<u>1,117,918</u>

3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue			
Donations	4,712	1,000	1,136
Bequests & Grants	12,306	-	4,000
Activities	6,729	3,000	4,734
Trading	7,611	6,000	3,213
Fundraising	10,293	2,000	2,806
Other Revenue	10,920	12,000	9,920
	<u>52,571</u>	<u>24,000</u>	<u>25,809</u>
Expenses			
Activities	4,540	7,000	11,550
Trading	6,513	6,000	8,010
Fundraising costs	3,887	-	1,772
Other Expenses	3,445	6,300	6,947
	<u>18,385</u>	<u>19,300</u>	<u>28,279</u>
<i>Surplus/(Deficit) for the year Locally raised funds</i>	<u>34,186</u>	<u>4,700</u>	<u>(2,470)</u>

4. Learning Resources

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Curricular	30,924	17,800	24,429
Library resources	620	1,500	855
Employee benefits - salaries	767,349	719,855	688,269
Staff development	4,205	3,000	2,771
R&M & Purchases <\$1,000	7,846	6,500	4,342
	<u>810,944</u>	<u>748,655</u>	<u>720,666</u>



5. Administration

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Audit Fee	3,340	3,200	3,120
Board of Trustees Fees	3,205	3,000	3,755
Board of Trustees Expenses	1,242	1,400	1,101
Communication	3,634	3,400	2,391
Consumables	10,521	7,800	9,024
Operating Lease	838	2,450	914
Other	12,515	10,100	10,084
Employee Benefits - Salaries	33,153	40,500	44,552
Insurance	2,564	2,600	2,821
Service Providers, Contractors and Consultancy	7,584	7,300	7,200
	<u>78,596</u>	<u>81,750</u>	<u>84,962</u>

6. Property

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Caretaking and Cleaning Consumables	9,292	5,850	7,267
Cyclical Maintenance Expense	33,131	12,950	2,462
Grounds	6,246	6,000	8,185
Heat, Light and Water	13,519	10,000	11,074
Rates	2,992	3,000	2,639
Repairs and Maintenance	18,828	5,800	6,974
Use of Land and Buildings	181,856	141,757	163,331
Security	1,120	800	1,092
Employee Benefits - Salaries	43,898	51,500	55,929
Consultancy And Contract Services	-	-	1,151
	<u>310,882</u>	<u>237,657</u>	<u>260,104</u>

The use of land and buildings figure represents 8% of the school's total property value. 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 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Buildings	832	743	832
Building Improvements	499	3,475	3,890
Furniture and Equipment	10,718	10,573	11,835
Information and Communication Technology	3,835	1,805	2,021
Leased Assets	7,525	8,508	9,524
Library Resources	979	766	857
	<u>24,388</u>	<u>25,870</u>	<u>28,959</u>



8. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash on Hand	300	-	300
ASB 01 Main Account	31,089	38,180	306,871
ASB 51 Account	-	-	26,159
ASB 02 Business Saver	6,437	-	34,619
Westpac Bank Account	-	-	200
Westpac Business Saver	-	-	179
Cash on Hand	-	-	602
Short-term Bank Deposits	61,197	-	-
Cash equivalents for Cash Flow Statement	<u>99,023</u>	<u>38,180</u>	<u>368,930</u>

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

9. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Receivables	3,477	11,410	1,023
Interest Receivable	197	337	-
Teacher Salaries Grant Receivable	37,960	32,794	35,352
	<u>41,634</u>	<u>44,541</u>	<u>36,375</u>
Receivables from Exchange Transactions	3,674	11,747	1,023
Receivables from Non-Exchange Transactions	37,960	32,794	35,352
	<u>41,634</u>	<u>44,541</u>	<u>36,375</u>

10. Inventories

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Lunch Sales	863	732	534
Stationery Sales	385	700	636
Uniforms	315	400	360
	<u>1,563</u>	<u>1,832</u>	<u>1,530</u>



11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Buildings	16,384	-	-	-	(832)	15,552
Building Improvements	10,675	3,800	-	-	(499)	13,976
Furniture and Equipment	37,334	9,585	-	-	(10,718)	36,201
Information and Communication Tech	3,748	16,745	-	-	(3,835)	16,658
Leased Assets	26,392	-	-	-	(7,525)	18,867
Library Resources	3,929	971	-	-	(979)	3,921
Balance at 31 December 2018	98,462	31,101	-	-	(24,388)	105,175

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Buildings	33,295	(17,743)	15,552
Building Improvements	94,852	(80,876)	13,976
Furniture and Equipment	214,697	(178,496)	36,201
Information and Communication	38,478	(21,820)	16,658
Leased Assets	31,844	(12,977)	18,867
Library Resources	57,461	(53,540)	3,921
Balance at 31 December 2018	470,627	(365,452)	105,175

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Buildings	17,216	-	-	-	(832)	16,384
Building Improvements	14,565	-	-	-	(3,890)	10,675
Furniture and Equipment	42,859	6,750	(440)	-	(11,835)	37,334
Information and Communication Tech	5,769	-	-	-	(2,021)	3,748
Leased Assets	20,597	23,174	(7,853)	-	(9,524)	26,393
Library Resources	3,295	1,490	-	-	(857)	3,928
Balance at 31 December 2017	104,301	31,414	(8,293)	-	(28,959)	98,462

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017	\$	\$	\$
Buildings	33,295	(16,911)	16,384
Building Improvements	91,052	(80,377)	10,675
Furniture and Equipment	205,112	(167,778)	37,334
Information and Communication	21,733	(17,985)	3,748
Leased Assets	31,844	(5,451)	26,393
Library Resources	56,489	(52,561)	3,928
Balance at 31 December 2017	439,525	(341,063)	98,462



12. Accounts Payable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operating creditors	14,363	25,318	8,801
Accruals	3,340	3,531	3,120
Banking staffing overuse	16,583	13,713	-
Employee Entitlements - salaries	37,960	32,794	35,352
Employee Entitlements - leave accrual	194	27,331	38,083
	<u>72,440</u>	<u>102,687</u>	<u>85,356</u>
Payables for Exchange Transactions	55,857	88,974	85,356
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	16,583	13,713	-
	<u>72,440</u>	<u>102,687</u>	<u>85,356</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	67,742	78,192	65,280
Increase to the Provision During the Year	33,131	12,950	2,462
Use of the Provision During the Year	(11,050)	(78,912)	-
Provision at the End of the Year	<u>89,823</u>	<u>12,230</u>	<u>67,742</u>
Cyclical Maintenance - Current	82,277	12,230	67,742
Cyclical Maintenance - Term	7,546	-	-
	<u>89,823</u>	<u>12,230</u>	<u>67,742</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	8,223	7,932	8,958
Later than One Year and no Later than Five Years	16,002	8,172	24,224
	<u>24,225</u>	<u>16,104</u>	<u>33,182</u>



15. Funds Owed (Held) 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
		\$	\$	\$		\$
Toilet & Carpet Refurbishment	<i>completed</i>	31,142	-	(31,142)	-	-
Boiler & GSE Project	<i>completed</i>	(13,442)	-	13,442	-	-
Water Pipe Leak	<i>completed</i>	(180)	-	180	-	-
Water Main Project	<i>completed</i>	(2,372)	-	2,372	-	-
Roofing & Other Capital Works	<i>in progress</i>	(240,431)	-	258,292	-	17,861
Totals		(225,283)	-	243,144	-	17,861

Represented by:

Funds Held on Behalf of the Ministry of Education
 Funds Due from the Ministry of Education

-
 17,861
17,861

	2017	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$		\$
Toilet & Carpet Refurbishment	<i>in progress</i>	19,285	19,306	31,163	-	31,142
Boiler & GSE Project	<i>in progress</i>	(11,367)	2,075	-	-	(13,442)
Water Pipe Leak	<i>in progress</i>	(180)	-	-	-	(180)
Water Main Project	<i>in progress</i>	-	71,296	68,924	-	(2,372)
Roofing & Other Capital Works	<i>in progress</i>	-	250,000	9,569	-	(240,431)
Totals		7,738	342,677	109,656	-	(225,283)

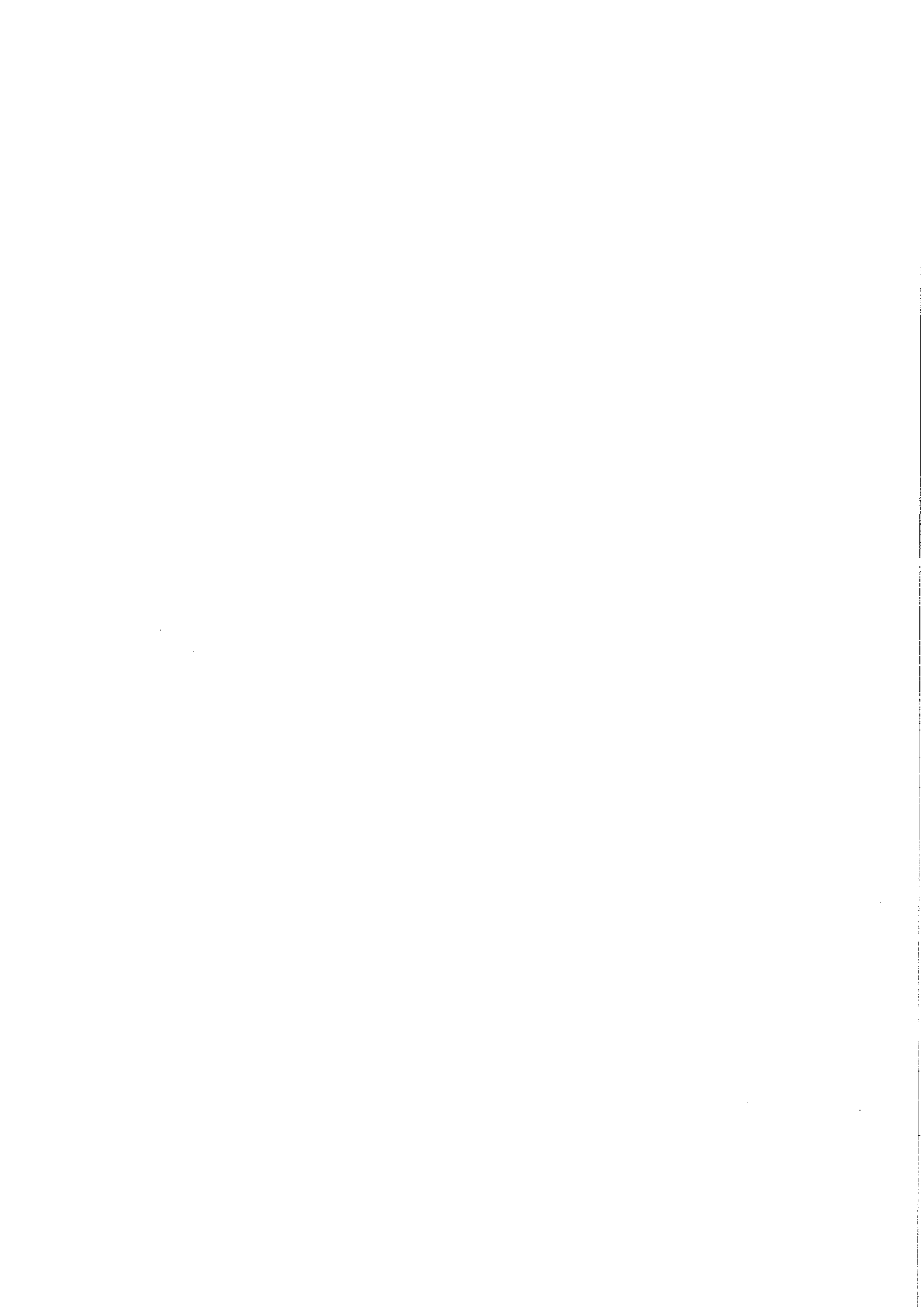
16. Related Party Transactions

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	3,205	3,755
Full-time equivalent members	0.30	0.13
<i>Leadership Team</i>		
Remuneration	124,024	286,218
Full-time equivalent members	1.00	3.00
Total key management personnel remuneration	<u>127,229</u>	<u>289,973</u>
Total full-time equivalent personnel	<u>1.30</u>	<u>3.13</u>

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:		
Principal A		
Salary and Other Payments	120 - 130	120 - 130
Benefits and Other Emoluments	3 - 4	3 - 4
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	-	-
	<u>0.00</u>	<u>0.00</u>

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 (except as noted below) 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

The Board had entered into the following capital commitments at 31 December 2018:

(a) contract with Carus for the repainting of the school exterior for \$80,505.

(Capital commitments at 31 December 2017: (a) contract for special needs modifications as agent for the Ministry of Education. This project is fully funded by the Ministry and \$21,5030 has been received of which \$9,067 has been spent on the project to balance date.

(b) contract for Water Projects as agent for the Ministry of Education. This project is fully funded by the Ministry and \$71,296 has been received of which \$69,104 has been spent on the project to balance date.

(c) contract for Roofing and Other Capital Works as agent for the Ministry of Education. This project is fully funded by the Ministry and \$250,000 has been received of which \$9,569 has been spent on the project to balance date.)

(b) Operating Commitments

As at 31 December 2018 the Board has entered into the following contracts:

(a) operating lease of laptops;

	2018 Actual \$	2017 Actual \$
No later than One Year	-	178
Later than One Year and No Later than Five Years	-	-
Later than Five Years	-	-
	<u>-</u>	<u>178</u>

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	99,023	36,180	368,930
Receivables	41,634	44,541	36,375
Investments - Term Deposits	-	-	-
Total Loans and Receivables	140,657	82,721	405,305

Financial liabilities measured at amortised cost

Payables	72,440	102,687	85,356
Borrowings - Loans	-	-	-
Finance Leases	20,432	16,104	27,069
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	92,872	118,791	112,425

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.

25. Loans to Staff

Staff purchase items through school and do not pay back quickly.





SELWYN PARK SCHOOL

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Kiwisport is a Government funding initiative to support student's participation in organised sport. In 2018 the school received total Kiwisport funding of \$1764.21(excluding GST). The funding was spent on access to the local pool, funding for transport to regional sporting events, sports equipment and paying subs for Rugby and Netball. The number of students participating in organised sport was 65%. In considering that figure it is worth noting that there is no organised netball for girls under 8.

Regards

Vern Stevens

2018 TARGETS AND ANALYSIS OF VARIANCE: SELWYN PARK SCHOOL

HISTORICAL POSITION	TARGETS	ACHIEVEMENT METHODS	RESULT	REVIEW COMMENTS
<p>TARGET GROUP: Whole school</p> <p>Reading: End of year 2017, saw 77% achieve at or above against National Standards</p>	<p>To maintain or lift the level of performance and continue to focus on the year 5 cohort</p>	<p>Flexible Grouping: Target children in each class carefully monitored. Use of the Learning Staircase/Steps. Digital Technologies to support and extend the Reading programme. Assessment: STAR, OTJ's, Running Records and National Standards Reading Samples.</p>	<p>83% at or above N.Z levels. 83% of Maori</p>	<p>This is an amazing result. We did have a particularly large & strong year 6 cohort which may have skewed this data. Next year will be interesting.</p>
<p>Writing: End of year 2017, saw us maintain 70% at or above with a slight lag in the yr 5 and yr 6 cohort</p>	<p>To maintain and improve on 2017 results. Focus on the year 6 cohort.</p>	<p>Target children and boys especially to be closely monitored throughout the year. Cameo Writing will be used with moderation using National Standard samples and OTJ's. Writing programmes will be based on the resource, "I've got something to say" by Gail Loane . Writing will be enhanced by use of Digital Technologies.</p>	<p>75% at or above NZC levels. 78% of boys 80% of Maori</p>	<p>This result is one right out of the park for writing which is historically 70% at best, however, changes using N.Z.C levels and not National Standard will have affected</p>

TARGET GROUP: Whole School		ACHIEVEMENT METHODS		
<p>Maths: We are still in shock from our 2016 results, however, EOY 2017 results showed 80% at or above the N.S level</p>	<p>To maintain or improve the 2017 level of these at or above their N.Z.C. level</p>	<p>We took up the Maths Whizz programme for yrs 4 – 6. We were, and still are worried about transference of learning from the programme to hand written. The programme was used to back up small group teaching grouped according to need.</p>	<p>89% working at or above N.Z.C. level. 88% Boys 79% Maori 80% Pacifica</p>	<p>In 2017 we achieved 80% at or above using the National Standards format. This 89% probably indicates a similar level of achievement.</p>

**INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF
SELWYN PARK SCHOOL'S
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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The Auditor-General is the auditor of Selwyn Park School (the School). The Auditor-General has appointed me, Steve Bennett, using the staff and resources of Bennett & Associates, 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:
 - its financial position as at 31 December 2018; and
 - 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 Benefit Entity Standards Reduced Disclosure Regime.

Our audit was completed on 31 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.

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 arises 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, the Kiwi Sport Statement, the List of Trustees and Statement of Responsibility which form part of the Annual Report, but does not include the financial statements, and our auditor's report thereon.

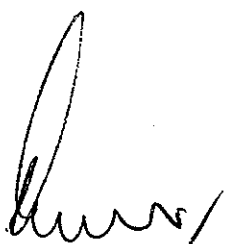
Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

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.



Steve Bennett
BENNETT & ASSOCIATES
On behalf of the Auditor-General
Whangarei, New Zealand

