

MOSSBURN SCHOOL



ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

Ministry Number:	3990
Principal:	Ross Wilcocks
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MOSSBURN SCHOOL

Annual Report - For the year ended 31 December 2019

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Mossburn School

Statement of Responsibility

For the year ended 31 December 2019

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 2019 fairly reflect the financial position and operations of the school.

The School's 2019 financial statements are authorised for issue by the Board.

Megan Jane Vande Sandt

Full Name of Board Chairperson

Mr Alan Ross Wilcocks

Full Name of Principal

Megan Jane Vande Sandt

Signature of Board Chairperson

Alan Wilcocks

Signature of Principal

06-06-2020

Date:

6th June 2020

Date:

Mossburn School

Members of the Board of Trustees

For the year ended 31 December 2019

Name	Position	How Position Gained	Held Until
Megan Vande Sandt	Chairperson	Elected	May 2022
Ross Wilcocks	Principal	ex Officio	
Denis Heenan	Parent Rep	Elected	May 2022
Nick Hamilton	Parent Rep	Elected	May 2022
Marc Carter	Parent Rep	Elected	May 2019
Chantal McClean	Staff Rep	Elected	May 2022
Gayan Mendis	Parent Rep	Co-opted	Feb 2019
Andy Hamilton	Parent Rep	Co-opted	May 2022
Nicole Flynn	Parent Rep	Elected	May 2022
In attendance			
Nic White	BOT Secretary		

Mossburn School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2019

		2019	2019	2018
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Revenue				
Government Grants	2	636,344	595,209	597,435
Locally Raised Funds	3	77,277	103,776	197,967
Interest Income		787	2,000	839
		<u>714,408</u>	<u>700,985</u>	<u>796,241</u>
Expenses				
Locally Raised Funds	3	5,391	5,480	18,090
Learning Resources	4	434,581	401,870	404,654
Administration	5	54,610	66,078	59,965
Finance Costs		388	-	634
Property	6	178,250	176,990	136,174
Depreciation	7	28,327	24,000	25,580
Loss on Disposal of Property, Plant and Equipment		1,096	-	481
		<u>702,643</u>	<u>674,418</u>	<u>645,578</u>
Net Surplus		11,765	26,567	150,663
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>11,765</u>	<u>26,567</u>	<u>150,663</u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.

Mossburn School
Statement of Changes in Net Assets/Equity

For the year ended 31 December 2019

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Balance at 1 January	423,771	423,771	270,926
Total comprehensive revenue and expense for the year	11,765	26,567	150,663
Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant	-	-	2,182
Equity at 31 December	435,536	450,338	423,771
Retained Earnings	435,536	450,338	423,771
Equity at 31 December	435,536	450,338	423,771

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes which form part of these financial statements.

Mossburn School
Statement of Financial Position
As at 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Current Assets				
Cash and Cash Equivalents	8	76,839	123,236	72,669
Accounts Receivable	9	26,208	25,892	25,892
GST Receivable		5,076	-	-
Prepayments		5,637	2,894	2,894
Inventories	10	2,769	-	-
Investments	11	24,240	23,654	23,654
		<u>140,769</u>	<u>175,676</u>	<u>125,109</u>
Current Liabilities				
GST Payable		-	858	858
Accounts Payable	13	43,699	35,454	35,454
Revenue Received in Advance	14	276	69	69
Finance Lease Liability - Current Portion	16	8,956	9,338	9,338
Funds held for Capital Works Projects	17	4,129	-	-
		<u>57,060</u>	<u>45,719</u>	<u>45,719</u>
Working Capital Surplus/(Deficit)		83,709	129,957	79,390
Non-current Assets				
Property, Plant and Equipment	12	376,038	348,038	372,038
		<u>376,038</u>	<u>348,038</u>	<u>372,038</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	5,511	-	-
Finance Lease Liability	16	18,700	27,657	27,657
		<u>24,211</u>	<u>27,657</u>	<u>27,657</u>
Net Assets		<u>435,536</u>	<u>450,338</u>	<u>423,771</u>
Equity		<u>435,536</u>	<u>450,338</u>	<u>423,771</u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes which form part of these financial statements.

Mossburn School
Statement of Cash Flows
For the year ended 31 December 2019

		2019	2019	2018
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
Cash flows from Operating Activities				
Government Grants		155,944	153,664	156,763
Locally Raised Funds		80,309	103,776	208,496
Goods and Services Tax (net)		(5,934)	-	4,411
Payments to Employees		(102,642)	(92,431)	(111,154)
Payments to Suppliers		(84,593)	(116,442)	(94,729)
Cyclical Maintenance payments in the Year		-	-	(44,085)
Interest Received		693	2,000	828
Net cash from Operating Activities		43,777	50,567	120,530
Cash flows from Investing Activities				
Purchase of PPE (and Intangibles)		(33,423)	-	(119,821)
Purchase of Investments		(586)	-	(702)
Net cash from Investing Activities		(34,009)	-	(120,523)
Cash flows from Financing Activities				
Furniture and Equipment Grant		-	-	2,182
Finance Lease Payments		(9,727)	-	11,243
Funds held for Capital Works Projects		4,129	-	(2,512)
Net cash from Financing Activities		(5,598)	-	10,913
Net increase/(decrease) in cash and cash equivalents		4,170	50,567	10,920
Cash and cash equivalents at the beginning of the year	8	72,669	72,669	61,749
Cash and cash equivalents at the end of the year	8	76,839	123,236	72,669

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 omitted.

The above Cash Flow Statement should be read in conjunction with the accompanying notes which form part of these financial statements.

Mossburn School

Notes to the Financial Statements

1. Statement of Accounting Policies

For the year ended 31 December 2019

1.1. Reporting Entity

Mossburn 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.

1.2. Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2019 to 31 December 2019 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".

Standard early adopted

In line with the Financial Statements of the Government, the School has elected to early adopt PBE IFRS 9 Financial Instruments. PBE IFRS 9 replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement. Information about the adoption of PBE IFRS 9 is provided in Note 26.

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 12.

Cyclical Maintenance

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's long term maintenance plan which is prepared as part of its 10 Year Property Planning process. During the year, the Board assesses the reasonableness of its 10 Year Property Plan on which the provision is based. Cyclical maintenance is disclosed at note 15.

Critical Judgements in applying accounting policies

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

Classification of leases

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised.

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.

1.3. 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.

1.4. 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.

1.5. 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.

1.6. 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.



1.7. Accounts Receivable

Short-term receivables are recorded at the amount due, less an allowance for credit losses. The school applies the simplified expected credit loss model of recognising lifetime expected credit losses for receivables. In measuring expected credit losses, short-term receivables have been assessed on a collective basis as they possess shared credit risk characteristics. They have been grouped based on the days past due. Short-term receivables are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include the debtor being in liquidation.

Prior Year Policy

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.

1.8. 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.

1.9. Investments

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is not trivial.

Prior Year Policy

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.

1.10. 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.

Finance Leases

A finance lease transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred. At the start of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased asset or the present value of the minimum lease payments. The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability. The amount recognised as an asset is depreciated over its useful life. If there is no reasonable certainty whether the school will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

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	5 - 50 years
Furniture and equipment	6 - 20 years
Information and communication technology	5 - 10 years
Leased assets held under a Finance Lease	3-4 years
Library resources	12.5% Diminishing value

1.11. 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.

1.12. 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.

1.13. Employment 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

1.14. 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.

1.15. 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.

1.16. 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).

1.17. 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, and finance lease liability. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

1.18. 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.

1.19. Budget Figures

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

1.20. 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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operational grants	135,578	139,664	135,932
Teachers' salaries grants	353,735	318,338	311,063
Use of Land and Buildings grants	133,067	123,207	123,207
Other MoE Grants	13,964	14,000	27,233
	<u>636,344</u>	<u>595,209</u>	<u>597,435</u>

3. Locally Raised Funds

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue			
Donations	33,433	69,026	15,824
Fundraising	7,174	2,500	127,896
Other revenue	10,067	10,000	15,998
Transport Revenue	18,053	16,000	18,460
Trading	5,408	2,700	12,297
Activities	3,142	3,550	7,492
	<u>77,277</u>	<u>103,776</u>	<u>197,967</u>
Expenses			
Activities	2,623	4,280	3,374
Trading	2,768	1,200	14,716
	<u>5,391</u>	<u>5,480</u>	<u>18,090</u>
<i>Surplus for the year Locally raised funds</i>	<u>71,886</u>	<u>98,296</u>	<u>179,877</u>

4. Learning Resources

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Curricular	4,852	9,450	8,027
Information and communication technology	109	4,230	26
Extra-curricular activities	11,449	13,452	7,674
Library resources	1,056	1,000	522
Employee benefits - salaries	416,577	370,238	384,417
Staff development	538	3,500	3,988
	<u>434,581</u>	<u>401,870</u>	<u>404,654</u>

5. Administration

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Audit Fee	2,967	2,967	2,920
Board of Trustees Fees	2,875	4,400	3,570
Board of Trustees Expenses	4,665	3,890	1,800
Communication	1,641	2,100	1,913
Consumables	9,185	11,150	16,569
Operating Lease	(407)	7,500	(184)
Other	4,070	5,140	5,997
Employee Benefits - Salaries	22,837	22,231	21,054
Insurance	3,547	3,100	3,331
Service Providers, Contractors and Consultancy	3,230	3,600	2,995
	<u>54,610</u>	<u>66,078</u>	<u>59,965</u>



6. Property

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Caretaking and Cleaning Consumables	605	800	944
Cyclical Maintenance Provision	5,511	7,933	6,741
Adjustment to the Provision	-	-	(41,572)
Grounds	1,025	500	2,024
Heat, Light and Water	9,683	9,850	11,683
Rates	3,116	3,000	2,856
Repairs and Maintenance	8,169	13,400	13,561
Use of Land and Buildings	133,067	123,207	123,207
Employee Benefits - Salaries	17,074	18,300	16,730
	<u>178,250</u>	<u>176,990</u>	<u>136,174</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 of Property, Plant and Equipment

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Building Improvements	13,307	8,000	8,854
Furniture and Equipment	2,553	2,000	2,725
Information and Communication Technology	2,092	2,000	2,057
Leased Assets	9,291	10,000	10,684
Library Resources	1,084	2,000	1,260
	<u>28,327</u>	<u>24,000</u>	<u>25,580</u>

8. Cash and Cash Equivalents

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash on Hand	10	-	10
Bank Current Account	18,524	123,236	63,163
Bank Call Account	58,305	-	9,496
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	<u>76,839</u>	<u>123,236</u>	<u>72,669</u>

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

Of the \$76,839 Cash and Cash Equivalents, \$4,129 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2020 on Crown owned school buildings under the School's Five Year Property Plan.

9. Accounts Receivable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Receivables	355	3,180	3,180
Receivables from the Ministry of Education	-	6,402	6,402
Interest Receivable	179	85	85
Teacher Salaries Grant Receivable	25,674	16,225	16,225
	<u>26,208</u>	<u>25,892</u>	<u>25,892</u>
Receivables from Exchange Transactions	534	3,265	3,265
Receivables from Non-Exchange Transactions	25,674	22,627	22,627
	<u>26,208</u>	<u>25,892</u>	<u>25,892</u>

10. Inventories

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Stationery	2,769	-	-
	<u>2,769</u>	<u>-</u>	<u>-</u>

11. Investments

The School's investment activities are classified as follows:

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Current Asset			
Short-term Bank Deposits	24,240	23,654	23,654
Total Investments	<u>24,240</u>	<u>23,654</u>	<u>23,654</u>

12. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2019						
Land	2,000	-	-	-	-	2,000
Building Improvements	303,297	32,564	-	-	(13,307)	322,554
Furniture and Equipment	9,877	-	(89)	-	(2,553)	7,235
Information and Communication	11,256	-	-	-	(2,092)	9,164
Leased Assets	36,790	-	-	-	(9,291)	27,499
Library Resources	8,818	858	(1,006)	-	(1,084)	7,586
Balance at 31 December 2019	<u>372,038</u>	<u>33,422</u>	<u>(1,095)</u>	<u>-</u>	<u>(28,327)</u>	<u>376,038</u>

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
2019			
Land	2,000	-	2,000
Building Improvements	435,342	(112,788)	322,554
Furniture and Equipment	68,419	(61,184)	7,235
Information and Communication	66,697	(57,533)	9,164
Leased Assets	41,079	(13,580)	27,499
Library Resources	25,883	(18,297)	7,586
Balance at 31 December 2019	<u>639,420</u>	<u>(263,382)</u>	<u>376,038</u>

The net carrying value of equipment held under a finance lease is \$27,499 (2018: \$36,790)

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2018						
Land	2,000	-	-	-	-	2,000
Building Improvements	218,962	93,189	-	-	(8,854)	303,297
Furniture and Equipment	10,332	2,677	(407)	-	(2,725)	9,877
Information and Communication	12,663	650	-	-	(2,057)	11,256
Leased Assets	19,652	34,350	(6,528)	-	(10,684)	36,790
Library Resources	8,881	1,271	(74)	-	(1,260)	8,818
Balance at 31 December 2018	<u>272,490</u>	<u>132,137</u>	<u>(7,009)</u>	<u>-</u>	<u>(25,580)</u>	<u>372,038</u>

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
2018			
Land	2,000	-	2,000
Building Improvements	402,778	(99,481)	303,297
Furniture and Equipment	69,448	(59,571)	9,877
Information and Communication	69,051	(57,795)	11,256
Leased Assets	41,079	(4,289)	36,790
Library Resources	28,248	(19,430)	8,818
Balance at 31 December 2018	<u>612,604</u>	<u>(240,566)</u>	<u>372,038</u>



13. Accounts Payable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operating creditors	13,817	15,231	15,231
Accruals	3,125	3,026	3,026
Employee Entitlements - salaries	25,674	16,225	16,225
Employee Entitlements - leave accrual	1,083	972	972
	<u>43,699</u>	<u>35,454</u>	<u>35,454</u>
Payables for Exchange Transactions	43,699	35,454	35,454
	<u>43,699</u>	<u>35,454</u>	<u>35,454</u>

The carrying value of payables approximates their fair value.

14. Revenue Received in Advance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Other	276	69	69
	<u>276</u>	<u>69</u>	<u>69</u>

15. Provision for Cyclical Maintenance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Provision at the Start of the Year	-	-	78,916
Increase/ (decrease) to the Provision During the Year	5,511	-	6,741
Adjustment to the Provision	-	-	(41,572)
Use of the Provision During the Year	-	-	(44,085)
Provision at the End of the Year	<u>5,511</u>	<u>-</u>	<u>-</u>
Cyclical Maintenance - Term	5,511	-	-
	<u>5,511</u>	<u>-</u>	<u>-</u>

16. Finance Lease Liability

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
No Later than One Year	9,075	9,728	9,728
Later than One Year and no Later than Five Years	18,700	27,775	27,775
	<u>27,775</u>	<u>37,503</u>	<u>37,503</u>

17. Funds Held for Capital Works

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

		2019	Opening Balances	Receipts from MoE	Payments	BOT Contribution	Closing Balances
			\$	\$	\$		\$
Flexible Learning Modernisation	In Progress		-	18,264	14,135	-	4,129
Drainage	Complete		-	16,651	16,651	-	-
Totals			-	34,915	30,786	-	4,129

Represented by:

Funds Held on Behalf of the Ministry of Education

4,129
<u>4,129</u>

		2018	Opening Balances	Receipts from MoE	Payments	BOT Contribution	Closing Balances
			\$	\$	\$		\$
Boiler Upgrade	Completed		2,512	-	2,512	-	-
Totals			2,512	-	2,512	-	-

18. 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.

19. Remuneration

Key management personnel compensation

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

	2019 Actual	2018 Actual
	\$	\$
<i>Board Members</i>		
Remuneration	2,875	3,570
Full-time equivalent members	0.11	0.11
<i>Leadership Team</i>		
Remuneration	235,187	203,307
Full-time equivalent members	3.03	2.75
Total key management personnel remuneration	<u>238,062</u>	<u>206,877</u>
Total full-time equivalent personnel	<u>3.14</u>	<u>2.86</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:

	2019 Actual \$000	2018 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	110-120	70 - 80
Benefits and Other Emoluments	3-4	1 - 2
Termination Benefits	0 - 0	0 - 0

Other Employees

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

Remuneration \$000	2019 FTE Number	2018 FTE Number
100 -110	-	-
	-	-

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

20. 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:

	2019 Actual	2018 Actual
Total	\$ -	\$ -
Number of People	-	-

21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2019 (Contingent liabilities and assets at 31 December 2018: 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. The Ministry has recognised an estimated provision based on the analysis of sample data, which may not be wholly representative of the total dataset for Teacher and Support Staff Entitlements. A more accurate estimate will be possible after further analysis of non-compliance has been completed, and this work is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2019, a contingent liability for the school

22. Commitments

(a) Capital Commitments

As at 31 December 2019 the Board has not entered into any contract agreements for capital works.

(Capital commitments at 31 December 2018: nil)

(b) Operating Commitments

As at 31 December 2019 the Board has not entered into any operating contracts:

23. 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.

24. Financial Instruments

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

Financial assets measured at amortised cost

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash and Cash Equivalents	76,839	123,236	72,669
Receivables	26,208	25,892	25,892
Investments - Term Deposits	24,240	23,654	23,654
Total Financial assets measured at amortised cost	<u>127,287</u>	<u>172,782</u>	<u>122,215</u>

Financial liabilities measured at amortised cost

Payables	43,699	35,454	35,454
Finance Leases	27,656	36,995	36,995
Total Financial liabilities measured at amortised Cost	<u>71,355</u>	<u>72,449</u>	<u>72,449</u>

25. Events After Balance Date

Impact from COVID-19

On the 11th March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on the 26th March, New Zealand increased its' COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown all schools were closed until 18 May 2020.

At the date of issuing the financial statements, the school has been able to absorb the majority of the impact from the nationwide lockdown as it was decided to start the annual Easter School holidays early. In the periods the school is open for tuition, the school has switched to alternative methods of delivering the curriculum, so students can learn remotely.

At this time the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to the school. The school will continue to receive funding from the Ministry of Education, even while closed.

26. Adoption of PBE IFRS 9 Financial Instruments

In accordance with the transitional provisions of PBE IFRS 9, the school has elected not to restate the information for previous years to comply with PBE IFRS 9. Adjustments arising from the adoption of PBE IFRS 9 are recognised in opening equity at 1 January 2019. Accounting policies have been updated to comply with PBE IFRS 9. The main updates are:

Receivables: This policy has been updated to reflect that the impairment of short-term receivables is now determined by applying an expected credit loss model.

Term deposits: This policy has been updated to explain that a loss allowance for expected credit losses is recognised only if the estimated loss allowance is not trivial.

Upon transition to PBE IFRS9 there were no material adjustments to these financial statements.



**MOSSBURN SCHOOL
BOARD OF TRUSTEES
2019**

Name	Position	How Position on Board was gained	Term Expires	Occupation
Megan Vande Sandt	<i>Board Chair</i>	<i>Re-elected June 2019</i>	<i>June 2022</i>	<i>Farmer</i>
Denis Heenan	<i>Parent rep</i>	<i>Re-elected June 2019</i>	<i>June 2022</i>	<i>Farmer</i>
Nicholas Hamilton	<i>Parent rep</i>	<i>Re-elected June 2019</i>	<i>June 2022</i>	<i>Farmer</i>
Nicole Flynn	<i>Parent rep</i>	<i>Re-elected June 2019</i>	<i>June 2022</i>	<i>Farmer</i>
Andrew Hamilton	<i>Parent rep</i>	<i>Re-elected June 2019</i>	<i>June 2022</i>	<i>Farmer</i>
Marc Carter	<i>Co-Opted</i>	<i>June 2019</i>	<i>December 2019</i>	<i>Farmer</i>
Ross Willcocks	<i>Principal</i>	<i>Appointed October 2018</i>		<i>Principal/ Teacher</i>
Chantal McClean	<i>Staff Rep</i>	<i>Re-elected June 2019</i>	<i>June 2022</i>	<i>Teacher</i>

**MOSSBURN SCHOOL
KIWISPORT
2019**

Students participated in organised sport. In 2019 the school received Kiwisport funding of \$760.14 (2018 \$775.18). The funding was spent on sports equipment, coaching of teams and providing a swim safe program for the whole school.

Analysis of Variance Reporting



School Name:	Mossburn School	School Number:	3990																												
Strategic Aim:	All students will be given the opportunity to continually develop their skills in Literacy and Numeracy through quality teaching and learning programmes.																														
Annual Aim:	<ol style="list-style-type: none"> 1. Accelerated progress will be achieved for a group of ESOL students in Language. 2. Accelerated progress will be achieved for a group of ESOL students in mathematics. 3. Accelerated progress for children in Year One and Two across all core subjects. 																														
Target:	<ol style="list-style-type: none"> 1. 6 ESOL students will make accelerated progress in Language. (Vocabulary) 2. 6 ESOL students will make accelerated progress in mathematics. 3. The 9 year 2 students will achieve accelerated progress through 2019. 																														
Baseline Data:	<table border="1"> <thead> <tr> <th>ESOL Student</th> <th>Reading</th> <th>Writing</th> <th>Mathematics.</th> </tr> </thead> <tbody> <tr> <td>No 1</td> <td>Well below to At</td> <td>At to Below</td> <td>Below to At.</td> </tr> <tr> <td>No 2</td> <td>At to Above</td> <td>At to At</td> <td>At to At</td> </tr> <tr> <td>No 3</td> <td>Below to At</td> <td>Below to Below.</td> <td>Below to Below</td> </tr> <tr> <td>No 4</td> <td>At to Above</td> <td>At to At</td> <td>At to Above</td> </tr> <tr> <td>No 5</td> <td>At to Above</td> <td>At to At</td> <td>Below to At</td> </tr> <tr> <td>No 6</td> <td>Below to Below</td> <td>Below to Below</td> <td>Below to At</td> </tr> </tbody> </table>	ESOL Student	Reading	Writing	Mathematics.	No 1	Well below to At	At to Below	Below to At.	No 2	At to Above	At to At	At to At	No 3	Below to At	Below to Below.	Below to Below	No 4	At to Above	At to At	At to Above	No 5	At to Above	At to At	Below to At	No 6	Below to Below	Below to Below	Below to At		
ESOL Student	Reading	Writing	Mathematics.																												
No 1	Well below to At	At to Below	Below to At.																												
No 2	At to Above	At to At	At to At																												
No 3	Below to At	Below to Below.	Below to Below																												
No 4	At to Above	At to At	At to Above																												
No 5	At to Above	At to At	Below to At																												
No 6	Below to Below	Below to Below	Below to At																												



Tātaritanga raraunga

There is no baseline data for the 2019 year one students, until they complete year one. The data for the progress of the Year 2 students is as follows

Student	Reading	Writing	Mathematics
No 1	Below to Below	Below to At	Below to At
No 2	At to At	At to At	At to At
No 3	At to At	At to At	At to At
No 4	Below to Below.	Below to At	Below to At
No 5	Below to At	Below to At	Below to Below

Actions <i>What did we do?</i>	Outcomes <i>What happened?</i>	Reasons for the variance <i>Why did it happen?</i>	Evaluation <i>Where to next?</i>
<p>Throughout the year, classroom teachers used the support staff to work with the focus students, often in one to one situations.</p> <p>A staff member organised the production of a maths vocab booklet, which was made available to all staff to support both the language and maths focus.</p> <p>Staff were continually focused on the specific goals for these groups of students in their daily classroom practise.</p>	<p>ESOL Five out of six students, (83%) made accelerated progress in Reading Five out of six students maintained their progress in Writing. Four out of six students (66%) made accelerated progress in mathematics</p> <p>Year Two Students Reading. 60% of students made accelerated progress. Writing. 20% of students made accelerated progress. Mathematics.40% of students made accelerated progress.</p>	<p>It is understood that Reading progress precedes Writing progress.</p> <p>The Reading Recovery programme has had a marked positive impact on Reading achievement.</p> <p>The vocab focus for our ESOL students has had significant impact on both Maths and Reading results.</p>	<p>We should consider maintaining this focus for the below and well below groups in 2020, and we could also consider how we might support the writing process.</p>
Planning for next year:			
<p>Provide a description of the actions the board will take to address any targets that were not achieved. This may involve including aims and targets in next year's charter to address the variance.</p>			

INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF MOSSBURN SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

The Auditor-General is the auditor of Mossburn School (the School). The Auditor-General has appointed me, Kenneth Sandri, using the staff and resources of Crowe, 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 3 to 19, that comprise the Statement of Financial Position as at 31 December 2019, the Statement of Comprehensive Revenue and Expense, Statement of Changes in Net Assets/Equity and Cash Flow Statement 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 2019; 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 Sector – Public Benefit Entity Standards Reduced Disclosure Regime.

Our audit was completed on 6th June 2020. This is the date at which our opinion is expressed.

The basis for our opinion is explained below, and we draw your attention to the possible effects of COVID-19. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements and the statement of service performance, we comment on other information, and we explain our independence.

Emphasis of Matter – COVID-19

Without modifying our opinion, we draw attention to the disclosures in note 25 on page 18 which outline the possible effects of the Alert Level 4 lockdown as a result of the COVID-19 pandemic

Basis of 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 Kiwi Sport Report and Analysis of Variance 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.



Kenneth Sandri
Crowe New Zealand Audit Partnership
On behalf of the Auditor-General
Invercargill, New Zealand