

# TINOPAI SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### School Directory

<b>Ministry Number:</b>	1114
<b>Principal:</b>	Maree
<b>School Address:</b>	Tinopai Road
<b>School Postal Address:</b>	Tinopai Road RD 1, Matakohe, 0593
<b>School Phone:</b>	09 431 7182
<b>School Email:</b>	secretary@tinopai.school.nz

#### Members of the Board of Trustees

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Term Expires/ Expired</b>
Erana Fenton	Chairperson	Appointed	Sep 2020
Tracey Williams	Chairperson	Elected	Jun 2022
Sonya Kaihe	Principal	ex Officio	
Lynnette Haddow	Principal	ex Officio	
Tahiroa Bishop	Parent Rep	Elected	Feb 2020
Scott Geange	Parent Rep	Elected	Mar 2020
Kristeen Peters	Parent Rep	Elected	Jun 2022
Mehgan Wright	Staff Rep	Elected	Jun 2022

**Accountant / Service Provider:** Education Services Ltd

# TINOPAI SCHOOL

Annual Report - For the year ended 31 December 2020

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# Tinopai School

## Statement of Responsibility

For the year ended 31 December 2020

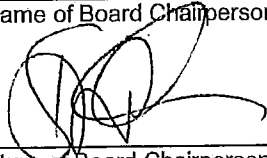
The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

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 2020 fairly reflects the financial position and operations of the school.

The School's 2020 financial statements are authorised for issue by the Board.

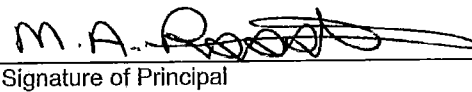
Tracey Sharon Williams  
Full Name of Board Chairperson



Signature of Board Chairperson

31/05/2021  
Date:

Maree Ann Rossiter  
Full Name of Principal



Signature of Principal

27/05/2021  
Date:

**Tinopai School**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Revenue</b>				
Government Grants	2	457,995	300,630	317,861
Locally Raised Funds	3	39,360	34,010	27,585
Interest income		833	1,200	1,575
		<u>498,188</u>	<u>335,840</u>	<u>347,021</u>
<b>Expenses</b>				
Locally Raised Funds	3	13,056	14,400	13,579
Learning Resources	4	259,244	158,829	168,497
Administration	5	44,902	38,820	35,266
Finance		742	742	1,038
Property	6	143,881	114,630	114,821
Depreciation	7	10,098	9,862	9,862
Loss on Disposal of Property, Plant and Equipment		-	-	302
Loss on Uncollectable Accounts Receivable		495	-	-
		<u>472,418</u>	<u>337,283</u>	<u>343,365</u>
<b>Net Surplus / (Deficit) for the year</b>		25,770	(1,443)	3,656
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>25,770</u>	<u>(1,443)</u>	<u>3,656</u>

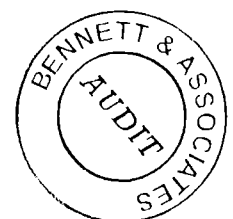
The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.



**Tinopai School**  
**Statement of Changes in Net Assets/Equity**  
For the year ended 31 December 2020

	Notes	Actual 2020 \$	Budget (Unaudited) 2020 \$	Actual 2019 \$
<b>Balance at 1 January</b>		<u>132,771</u>	<u>116,756</u>	<u>129,115</u>
Total comprehensive revenue and expense for the year		25,770	(1,443)	3,656
Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant		645	-	-
Adjustment to Accumulated surplus/(deficit) from adoption of PBE IFRS 9		-	-	-
<b>Equity at 31 December</b>	22	<u>159,186</u>	<u>115,313</u>	<u>132,771</u>
Retained Earnings		159,186	115,313	132,771
<b>Equity at 31 December</b>		<u>159,186</u>	<u>115,313</u>	<u>132,771</u>

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.



**Tinopai School**  
**Statement of Financial Position**  
As at 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	101,484	42,691	30,938
Accounts Receivable	9	23,277	18,460	17,653
GST Receivable		13,633	6,260	1,314
Prepayments		2,953	1,303	3,851
Investments	10	26,334	-	51,422
Funds owed for Capital Works Projects	16	-	-	1,346
		<u>167,681</u>	<u>68,714</u>	<u>106,524</u>
<b>Current Liabilities</b>				
Accounts Payable	12	85,356	19,405	23,873
Revenue Received in Advance	13	492	-	720
Provision for Cyclical Maintenance	14	9,091	5,286	32,556
Finance Lease Liability - Current Portion	15	3,963	3,054	3,591
Funds held for Capital Works Projects	16	2,382	-	-
		<u>101,284</u>	<u>27,745</u>	<u>60,740</u>
<b>Working Capital Surplus/(Deficit)</b>		<b>66,397</b>	<b>40,969</b>	<b>45,784</b>
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	96,107	82,209	93,968
		<u>96,107</u>	<u>82,209</u>	<u>93,968</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	1,500	-	1,200
Finance Lease Liability	15	1,818	7,865	5,781
		<u>3,318</u>	<u>7,865</u>	<u>6,981</u>
<b>Net Assets</b>		<u><u>159,186</u></u>	<u><u>115,313</u></u>	<u><u>132,771</u></u>
<b>Equity</b>		<u><u>159,186</u></u>	<u><u>115,313</u></u>	<u><u>132,771</u></u>

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



**Tinopai School**  
**Statement of Cash Flows**  
For the year ended 31 December 2020

		2020	2020	2019
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Cash flows from Operating Activities</b>				
Government Grants		148,009	106,747	104,013
Locally Raised Funds		39,132	25,510	32,707
Goods and Services Tax (net)		(12,319)	-	4,946
Payments to Employees		(75,803)	(62,655)	(66,564)
Payments to Suppliers		(55,247)	(72,488)	(51,361)
Cyclical Maintenance Payments in the year		5,240	(10,000)	-
Interest Paid		(742)	(742)	(1,038)
Interest Received		974	1,200	1,604
<b>Net cash from/(to) Operating Activities</b>		<b>49,244</b>	<b>(12,428)</b>	<b>24,307</b>
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(9,069)	-	(937)
Purchase of Investments		(434)	-	(51,423)
Proceeds from Sale of Investments		25,523	-	-
<b>Net cash from/(to) Investing Activities</b>		<b>16,020</b>	<b>-</b>	<b>(52,360)</b>
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		645	-	-
Finance Lease Payments		(3,763)	(4,223)	(3,743)
Funds Held for Capital Works Projects		8,400	-	3,392
<b>Net cash from/(to) Financing Activities</b>		<b>5,282</b>	<b>(4,223)</b>	<b>(351)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>70,546</b>	<b>(16,651)</b>	<b>(28,404)</b>
Cash and cash equivalents at the beginning of the year	8	30,938	59,342	59,342
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>101,484</b>	<b>42,691</b>	<b>30,938</b>

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



# Tinopai School

## Notes to the Financial Statements

### For the year ended 31 December 2020

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Tinopai School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education and Training Act 2020. 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 2020 to 31 December 2020 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 and Training Act 2020 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.

#### ***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 14.

#### ***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***

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 carry forward 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**

Short-term receivables are recorded at the amount due, less an allowance for credit losses (uncollectable debts). The schools receivables are largely made up of funding from the Ministry of Education, therefore the level of uncollectable debts is not considered to be material. However, short-term receivables are written off when there is no reasonable expectation of recovery.

**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 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.

**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.

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 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 held under a Finance Lease	Term of 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 that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. It's 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, and also annual leave earned, by non teaching staff, 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 the School's 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.

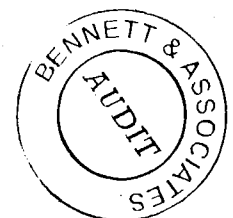
Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the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

#### **t) Financial Instruments**

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 'financial assets measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as 'financial assets at fair value through other comprehensive revenue and expense' 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 on normal commercial terms are initially recognised at the amount borrowed plus transaction costs. Interest due on the borrowings is subsequently accrued and added to the borrowings balance. 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 balance date.

Borrowings include but are not limited to bank overdrafts, operating leases, finance leases, painting contracts and term loans.

**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.

**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

	2020	2020	2019
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Operational Grants	114,139	102,022	90,983
Teachers' Salaries Grants	140,840	116,305	131,341
Use of Land and Buildings Grants	88,578	79,683	82,908
Reading Together	-	-	750
Resource Teachers Learning and Behaviour Grants	891	-	1,188
Other MoE Grants	111,575	2,620	6,123
Transport grants	1,972	-	4,568
	<u>457,995</u>	<u>300,630</u>	<u>317,861</u>

The school has opted in to the donations scheme for this year. Total amount received was \$3,150.

Other MOE Grants total includes additional COVID-19 funding totalling \$33497 for the year ended 31 December 2020.

## 3. Locally Raised Funds

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

	2020	2020	2019
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
<b>Revenue</b>			
Donations	1,500	1,350	1,880
Bequests & Grants	5,118	-	-
Activities	831	8,560	487
Trading	-	500	79
Fundraising	23,511	14,000	17,339
Other Revenue	8,400	9,600	7,800
	<u>39,360</u>	<u>34,010</u>	<u>27,585</u>
<b>Expenses</b>			
Activities	-	8,500	2,048
Trading	-	500	199
Fundraising (Costs of Raising Funds)	9,623	-	9,429
Other Locally Raised Funds Expenditure	3,433	5,400	1,903
	<u>13,056</u>	<u>14,400</u>	<u>13,579</u>
<i>Surplus for the year Locally raised funds</i>	<u>26,304</u>	<u>19,610</u>	<u>14,006</u>

## 4. Learning Resources

	2020	2020	2019
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Curricular	8,450	14,230	5,835
Library Resources	160	300	263
Employee Benefits - Salaries	247,840	137,799	159,609
Staff Development	1,373	2,500	2,278
Equipment Repairs	1,421	4,000	512
	<u>259,244</u>	<u>158,829</u>	<u>168,497</u>



## 5. Administration

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	3,420	3,720	3,720
Board of Trustees Fees	2,825	2,400	1,645
Board of Trustees Expenses	4,257	2,990	2,182
Communication	1,878	2,750	2,564
Consumables	1,183	1,200	1,501
Operating Lease	-	-	302
Other	2,258	2,500	1,340
Employee Benefits - Salaries	22,191	19,260	17,767
Insurance	173	-	201
Service Providers, Contractors and Consultancy	4,104	4,000	4,044
Healthy School Lunch Programme	2,613	-	-
	<u>44,902</u>	<u>38,820</u>	<u>35,266</u>

## 6. Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	1,403	1,300	841
Cyclical Maintenance Expense	11,770	4,613	1,668
Grounds	1,453	2,800	2,017
Heat, Light and Water	6,269	5,238	4,804
Repairs and Maintenance	1,277	200	1,113
Use of Land and Buildings	88,578	79,683	82,908
Security	1,384	1,000	973
Employee Benefits - Salaries	31,747	19,796	20,872
Consultancy And Contract Services	-	-	(375)
	<u>143,881</u>	<u>114,630</u>	<u>114,821</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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	2,074	2,074	2,074
Furniture and Equipment	3,302	3,611	3,611
Information and Communication Technology	1,284	686	686
Leased Assets	3,428	3,481	3,481
Library Resources	10	10	10
	<u>10,098</u>	<u>9,862</u>	<u>9,862</u>





### 8. Cash and Cash Equivalents

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash on Hand	95	-	95
Bank Current Account	53,066	2,300	17,962
Bank Call Account	22,446	-	840
Short-term Bank Deposits	25,877	40,391	12,041
Cash and cash equivalents for Statement of Cash Flows	<u>101,484</u>	<u>42,691</u>	<u>30,938</u>

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

Of the \$101,484 Cash and Cash Equivalents \$11,720 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2021 on Crown owned school buildings under the School's Five Year Property Plan.

### 9. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Receivables	582	8,839	5,645
Receivables from the Ministry of Education	1,972	-	-
Banking Staffing Underuse	1,931	2,200	1,772
Interest Receivable	41	211	182
Teacher Salaries Grant Receivable	18,751	7,210	10,054
	<u>23,277</u>	<u>18,460</u>	<u>17,653</u>
Receivables from Exchange Transactions	2,595	9,050	5,827
Receivables from Non-Exchange Transactions	20,682	9,410	11,826
	<u>23,277</u>	<u>18,460</u>	<u>17,653</u>

### 10. Investments

The School's investment activities are classified as follows:

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Asset			
Short-term Bank Deposits	26,334	-	51,422
Total Investments	<u>26,334</u>	<u>-</u>	<u>51,422</u>



## 11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Land	24,000	-	-	-	-	24,000
Building Improvements	47,171	-	-	-	(2,074)	45,097
Furniture and Equipment	13,524	4,869	-	-	(3,302)	15,091
Information and Communication Tech	767	7,368	-	-	(1,284)	6,851
Leased Assets	8,454	-	-	-	(3,428)	5,026
Library Resources	52	-	-	-	(10)	42
<b>Balance at 31 December 2020</b>	<b>93,968</b>	<b>12,237</b>	<b>-</b>	<b>-</b>	<b>(10,098)</b>	<b>96,107</b>

The net carrying value of equipment held under a finance lease is \$5,026 (2019: \$8,454)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Land	24,001	(1)	24,000
Building Improvements	80,625	(35,528)	45,097
Furniture and Equipment	75,256	(60,165)	15,091
Information and Communication	14,625	(7,774)	6,851
Leased Assets	15,960	(10,934)	5,026
Library Resources	22,159	(22,117)	42
<b>Balance at 31 December 2020</b>	<b>232,626</b>	<b>(136,519)</b>	<b>96,107</b>

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Land	24,000	-	-	-	-	24,000
Building Improvements	49,245	-	-	-	(2,074)	47,171
Furniture and Equipment	17,437	-	(302)	-	(3,611)	13,524
Information and Communication Tech	515	938	-	-	(686)	767
Leased Assets	10,164	1,771	-	-	(3,481)	8,454
Library Resources	63	-	-	-	(10)	52
<b>Balance at 31 December 2019</b>	<b>101,424</b>	<b>2,709</b>	<b>(302)</b>	<b>-</b>	<b>(9,862)</b>	<b>93,968</b>

The net carrying value of equipment held under a finance lease is \$8,454 (2018: \$10,164)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Land	24,000	-	24,000
Building Improvements	80,625	(33,454)	47,171
Furniture and Equipment	77,635	(64,111)	13,524
Information and Communication	7,257	(6,490)	767
Leased Assets	15,960	(7,506)	8,454
Library Resources	22,160	(22,108)	52
<b>Balance at 31 December 2019</b>	<b>227,637</b>	<b>(133,669)</b>	<b>93,968</b>



**12. Accounts Payable**

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	48,449	1,902	1,307
Accruals	3,420	3,220	3,320
Capital Accruals for PPE items	3,168	-	-
Employee Entitlements - Salaries	18,751	7,210	10,054
Employee Entitlements - Leave Accrual	11,568	7,073	9,192
	<u>85,356</u>	<u>19,405</u>	<u>23,873</u>
Payables for Exchange Transactions	85,356	19,405	23,873
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<u>85,356</u>	<u>19,405</u>	<u>23,873</u>

The carrying value of payables approximates their fair value.

**13. Revenue Received in Advance**

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue Received In Advance	492	-	720
	<u>492</u>	<u>-</u>	<u>720</u>

**14. Provision for Cyclical Maintenance**

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	33,756	673	32,088
Increase to the Provision During the Year	4,703	4,613	1,668
Adjustment to the Provision	7,067	-	-
Use of the Provision During the Year	(34,935)	-	-
Provision at the End of the Year	<u>10,591</u>	<u>5,286</u>	<u>33,756</u>
Cyclical Maintenance - Current	9,091	5,286	32,556
Cyclical Maintenance - Term	1,500	-	1,200
	<u>10,591</u>	<u>5,286</u>	<u>33,756</u>



## 15. Finance Lease Liability

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
No Later than One Year	4,333	3,054	4,223
Later than One Year and no Later than Five Years	1,862	7,865	6,124
	<u>6,195</u>	<u>10,919</u>	<u>10,347</u>

## 16. Funds Held (Owed) for Capital Works Projects

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

	2020	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Emergency Lighting/Signage	<i>completed</i>	(1,346)	1,346	-	-	-
SIP Canopy	<i>in progress</i>	-	45,000	(50,000)	-	(5,000)
LSC Space	<i>in progress</i>	-	-	(4,338)	-	(4,338)
Heating Remediation Works	<i>in progress</i>	-	8,492	(6,227)	-	2,265
1,2 Incident Power Outage	<i>in progress</i>	-	9,645	(190)	-	9,455
Totals		<u>(1,346)</u>	<u>64,483</u>	<u>(60,755)</u>	<u>-</u>	<u>2,382</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	11,720
Funds Due from the Ministry of Education	(9,338)
	<u>2,382</u>

	2019	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Emergency Lighting/Signage	<i>in progress</i>	(1,346)	-	-	-	(1,346)
Classroom Works	<i>completed</i>	(3,392)	4,500	(1,108)	-	-
Totals		<u>(4,738)</u>	<u>4,500</u>	<u>(1,108)</u>	<u>-</u>	<u>(1,346)</u>

## 17. 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.



**18. Remuneration**

*Key management personnel compensation*

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

	2020 Actual \$	2019 Actual \$
<i>Board Members</i>		
Remuneration	2,825	1,645
Full-time equivalent members	0.06	0.12
<i>Leadership Team</i>		
Remuneration	119,939	110,769
Full-time equivalent members	1.00	1.00
Total key management personnel remuneration	<u>122,764</u>	<u>112,414</u>
Total full-time equivalent personnel	<u>1.06</u>	<u>1.12</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:

	2020 Actual \$000	2019 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	110 - 120	100 - 110
Benefits and Other Emoluments	3 - 4	2 - 3
Termination Benefits	-	-

*Other Employees*

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

Remuneration \$000	2020 FTE Number	2019 FTE Number
100 - 110	-	-
	<u>0.00</u>	<u>0.00</u>

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

**19. 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:

	2020 Actual	2019 Actual
Total	-	-
Number of People	-	-



**20. Contingencies**

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2020 (Contingent liabilities and assets at 31 December 2019: 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's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. The current phase of this review is to design potential solutions for any compliance breaches discovered in the initial phase of the Programme. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2020, a contingent liability for the school may exist.

**21. Commitments**

**(a) Capital Commitments**

As at 31 December 2020 the Board has entered into contract agreements for capital works as follows:

(a) \$50,000 contract for the SIP Canopy as agent for the Ministry of Education. This project is fully funded by the Ministry and \$45,000 has been received of which \$50,000 has been spent on the project to balance date. This project has been approved by the Ministry; and

(b) contract for the LSC Space as agent for the Ministry of Education. This project is fully funded by the Ministry and \$0 has been received of which \$4,338 has been spent on the project to balance date. This project has been approved by the Ministry; and

(c) contract for the Heating Remediation Works as agent for the Ministry of Education. This project is fully funded by the Ministry and \$8,492 has been received of which \$6,227 has been spent on the project to balance date. This project has been approved by the Ministry; and

(d) contract for the 1,2 Incident Power Outage as agent for the Ministry of Education. This project is fully funded by the Ministry and \$9,645 has been received of which \$190 has been spent on the project to balance date. This project has been approved by the Ministry.

(Capital commitments as at 31 December 2019:

(a) contract for the Emergency Lighting/Signage as agent for the Ministry of Education. This project is fully funded by the Ministry and \$12,555 has been received of which \$13,901 has been spent on the project to balance date. This project has been approved by the Ministry.)

**(b) Operating Commitments**

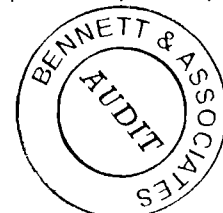
As at 31 December 2020 the Board has entered into the following contracts:

(a) operating lease of photocopiers;

	2020 Actual \$	2019 Actual \$
No later than One Year	722	722
Later than One Year and No Later than Five Years	301	1,023
Later than Five Years	-	-
	1,023	1,745

**22. 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.



### 23. 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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash and Cash Equivalents	101,484	42,691	30,938
Receivables	23,277	18,460	17,653
Investments - Term Deposits	26,334	-	51,422
Total Financial assets measured at amortised cost	<u>151,095</u>	<u>61,151</u>	<u>100,013</u>

#### Financial liabilities measured at amortised cost

Payables	85,356	19,405	23,873
Borrowings - Loans	-	-	-
Finance Leases	5,781	10,919	9,372
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	<u>91,137</u>	<u>30,324</u>	<u>33,245</u>

### 24. Events After Balance Date

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

### 25. Comparatives

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



## **Tinopai School**

### **Kiwisport**

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2020, the school received total Kiwisport funding of \$263 (excluding GST). The funding was spent on sporting endeavours.



Tinopai School Wide Targets 2020  
Analysis of Variance

**Tinopai School Reading Target**

**Strategic Goal:** To improve Assessment and Teaching Practises that Improves Capability and Evaluation to accelerate students learning.

**2020 Targets**

To increase the number of students working towards or AT to 80%  
 To make accelerative progress with all students that are Not AT  
 To make sure that at least 50% of children using the STEPS programme go up 3 levels throughout the year.

**Baseline Data**

**2020 March Data**

At	working towards	Below	Well Below	Total Number of Students	%-at
6	3	7	1	17	35.5%
All	6	3	7	17	35.5%

**Actions (What will we do)**

Follow the assessment plan and record information in Etap. PaCT tool used for judgements mid and end of year  
 All year 2-4 will complete Early Word Programme  
 All year 2-4 will participate in the STEPS Programme for 5months

**Predicted Outcomes ( What will happen)**

Clear needs and progress will be recorded. Tracking of students will be accessible.  
 Children will be developing readers by the time they finish the programme  
 All children will accelerate spelling age beyond 5 months progress

**End year outcome ( What did it happen)**

All assessments are recorded in Etap and analysed each term. PaCT was used mid and end of year to help with clear OTJ  
 Early words were successful with 5 of the 8 completing the course.  
 7 of the 9 children improved more than 5 months in their spelling age. 3 students increase by over a year's progress.

**Evaluation ( Where to Next)**

Continue recording, analyzing and tracking students progress with assessment plan, etap and PaCT.  
 Revise Early words for all year and 2 students and those that did not complete the program in 2021. Subscribe to STEPs in 2021 and continue for all year 2-5. Set program to utilize both books and games of the STEPs program with teacher Aide. ALIM program to be completed in term 3 2021. Grouping and teaching to needs continued as best practice.  
 Student involvement in assessment results and knowledge of their next steps will need to be implemented.

All students showed accelerative progress and higher levels of participation within class  
 Teaching practice improved with set programmes and timetables. Children were grouped to needs and acceleration practices were adopted.

ALL intervention Term 3 to be completed with 4 students  
 Analysis of assessment to be completed at each term to reflect and plan next teaching practices.

All students showed accelerative progress and higher levels of participation within class  
 Teaching practice improved with set programmes and timetables. Children were grouped to needs and acceleration practices were adopted.

Tinopai School Writing Target											
<b>Strategic Goal:</b> To improve Assessment and Teaching Practises that Improves Capability and Evaluation to accelerate students learning.					<b>2020 Targets</b> To increase the number of students Below to AT to 70% To make accelerative progress with all students that are Below To make sure that at least 50% of children using the STEPS programme go up 3 levels throughout the year.						
<b>Baseline Data</b>											
<b>2020 March Data</b>											
At	working towards	Below	Well Below	Total Number of Students	%- at	At	working towards	Below	Well Below	Total Number of Students	% - at
All	4	1	10	2	17	24%	All	4	4	18	50%
<b>Actions (What will we do)</b>		<b>Predicted Outcomes (What will happen)</b>			<b>End Year Outcome (What did happen /why)</b>			<b>Evaluation (Where to Next)</b>			
Follow the assessment plan and record information in Etap. PaCT tool used for judgements mid and end of year		Clear needs and progress will be recorded. Tracking of students will be accessible.			All assessments are recorded in Etap and analysed each term. PaCT was used mid and end of year to help with clear OTJ			Continue recording, analyzing and tracking students progress with assessment plan, etap and PaCT. Using the known accelerative practices with teaching writing design a program that is consistent. Continue phonics teaching and steps. Allow time in Term 1 for ALL intervention for the year 5-6. Professional development to be investigated. Student involvement in assessment results and knowledge of their next steps will need to be implemented.			
All year 2-4 will participate in the STEPS Programme for 5months		All children will accelerate spelling age beyond 5 months progress			7 of the 9 children improved more than 5 months in their spelling age. 3 students increase by over a year's progress.						
ALL intervention Term 3 to be completed with 4 students		Children will make accelerated progress in this group			Lack of time this was not achieved						
Analysis of assessment to be completed at each term to reflect and plan next teaching practises.		Teaching practises will reflect student acceleration			Teaching practice improved with set programmes and timetables. Children were grouped to needs and acceleration practices were adopted.						

Tinopai School Maths Target											
2020 Targets					2020 Targets						
Strategic Goal: To improve Assessment and Teaching Practises that Improves Capability and Evaluation to accelerate students learning.					To increase the number of students working towards or AT to 80% To make accelerative progress with all students that are Not AT						
Baseline Data					End 2020 Data						
2020 March Data					End 2020 Data						
At	working towards	Below	Well Below	Total Number of Students	%-at	At	working towards	Below	Well Below	Total Number of Students	%-at
All	6	3	7	17	35.5%	All	14	1	2	18	77.8%
Actions (What will we do)		Predicted Outcomes (What will happen)			Mid Year Outcomes (What did it happen /why)			Evaluation (Where to Next)			
Follow the assessment plan and record information in Etap. PaCT tool used for judgements mid and end of year		Clear needs and progress will be recorded. Tracking of students will be accessible.			All assessments are recorded in Etap and analysed each term. PaCT was used mid and end of year to help with clear OTJ			Continue recording, analyzing and tracking students progress with assessment plan, etap and PaCT. Continue ALIM intervention in Term 2 2021.			
ALIM will be completed in Term 2		Children who participate in ALIM groups will make accelerated progress.			This was successful with 4 of the 5 making over a year's progress.			Student involvement in assessment results and knowledge of their next steps will need to be implemented. Investigate and learn the spring into maths program for teacher aide.			
Problem solving and materials to be used each lesson.		Higher engagement and understanding of the number and strategies			Students became active participants in their learning, allowing them to conceptualize a problem.						
Maths Buddy will be available to children in year 5 and 6		Maths buddy activities will be used to reinforce knowledge			This programme was used really well during lockdown. Great independent learning.						
Analysis of assessment to be completed at each term to reflect and plan next teaching practices.		Teaching practices will reflect student acceleration			Teaching practice improved with set programmes and timetables. Children were grouped to needs and acceleration practices were adopted.						

**Baseline Data/School context**

**Students Learning - Term 4 2020 results**

Writing										Reading						Mathematics					
At	4	24%	9	50%	At	6	35.5%	14	77.8%	At	0	0%	14	78%							
Working towards (within 1 year)	1	5%	4	22.2%	Working towards (within 1 year)	3	18%	1	5.6%	Working towards (within 1 year)	5	30%	2	11.1%							
Not at (more than 1-2 years)	10	59%	4	22.2%	Not at (more than 1-2 years)	7	41.5%	2	11%	Not at (more than 1-2 years)	11	65%	2	11%							
Well below (more than 3 years)	2	12%	1	5.6%	Well below (more than 3 years)	1	5%	1	5.6%	Well below (more than 3 years)	1	5%	0	0							
Totals	17	100%	18	100%	Totals	17	100%	18	100%	Totals	17	100%	18	100%							

Writing Comment

We started the year with 10 children of the level of More than 1-2 years below now we have 4. This is a 60% shift of accelerative movement within 8 months. However it is difficult to use percentages as children have shifted away and into the school that has affected the numbers.

**I can specifically state 3 children moved over 1 and half years progress and 2 children moved over a year's progress. Which is 28% of all the children have made accelerated progress.**

This is directly from sound knowledge and sentence structure improvement. This needs to continue however structures, language features and organisation is needing to be focussed on next term with editing skills.

Reading Comment

We started with 7 children more than 1-2 years below now we have 2. This is a 71% shift of the targets. However it is difficult to use percentages as children have shifted away and into the school that has affected the numbers.

**I can specifically state 3 children moved over 2 years' progress and 2 children moved 1 and half year's progress and 1 just over 1 year's progress. Which is 33% of all the children have made accelerative progress.**

This is directly from sound knowledge/Steps program, Early words program, and accelerative teaching. This needs to continue however student awareness and knowledge of the learning needed to improve and increase their disposition to learn will need focusing next year.

Maths Comment

We started with 11 children Not AT with more than 1-2 years below now we have 2.

This is an 81% shift of the targets. However it is difficult to use percentages as children have shifted away and into the school that has affected the numbers.

**I can specifically state 4 children moved 2 years, 3 children over 1 ½ years and 4 more than 1 year. That is 61% of all children that have made accelerative progress.**

This is due to specific teaching and games directed to basic facts. Increased problem solving and materials availability. Group work directed to the needs of children and daily revision of number knowledge. This needs to continue however student awareness and knowledge of the learning needed to improve and increase their disposition to learn will need focusing next year.

**INDEPENDENT AUDITOR'S REPORT  
TO THE READERS OF TINOPAI SCHOOLS'S  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

57 Clyde Street  
PO Box 627  
WHANGAREI 0140  
Phone: (09) 438 2312  
Fax: (09) 438 2912  
info@bennettca.co.nz  
www.bennettca.co.nz

The Auditor-General is the auditor of Tinopai 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 21, that comprise the statement of financial position as at 31 December 2020, 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 2020; 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 2021. 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 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 for the financial statements**

The Board 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 is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board 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's responsibilities, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of 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.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board 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 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**

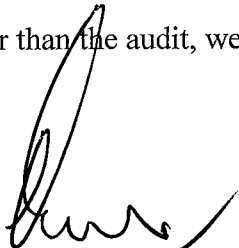
The Board is responsible for the other information. The other information comprises the Analysis of Variance, the Kiwisport Statement, the List of Trustees and Statement of Responsibility but does not include the financial statements, and our auditor's report thereon. Our opinion on the financial statements 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: *International 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

