



Specialising in teaching students with diverse needs

Sara Cohen School

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

School Directory

Ministry Number:

3816

Principal:

Matthew Tofia

School Address:

44 Rutherford Street, Caversham, Dunedin 9012

School Phone:

03 455 8347

School Email:

principal@saracohen.school.nz

SARA COHEN SCHOOL

Annual Report - For the year ended 31 December 2022

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Sara Cohen School

Statement of Responsibility

For the year ended 31 December 2022

The Board 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 2022 fairly reflects the financial position and operations of the School.

The School's 2022 financial statements are authorised for issue by the Board.

Sharon Oliver
Full Name of Presiding Member

Matthew Tofia
Full Name of Principal

Sharon Oliver
Signature of Presiding Member

Matthew Tofia
Signature of Principal

11/09/2023
Date:

11/09/2023
Date:

Sara Cohen School

Members of the Board

For the year ended 31 December 2022

| Name | Position | How Position Gained | Term Expired/ Expires |
|-----------------|-----------------------|----------------------------|----------------------------------|
| Sharon Oliver | Presiding Member | Elected | Sep 2025 |
| Matthew Tofia | Principal | ex Officio | |
| Adele Elmiger | Parent Representative | Elected | Sep 2025 |
| Greg Lees | Parent Representative | Elected | Sep 2025 |
| Anna Taylor | Staff Representative | Elected | Sep 2025 |
| Doug McConaughy | Parent Representative | Elected | Sep 2022 |
| Sue Gates | Parent Representative | Elected | Sep 2022 |
| Cleave Hay | Parent Representative | Co-opted | Sep 2025 |
| Kelly Cross | Staff Representative | Elected | Sep 2022 |

Sara Cohen School
Statement of Comprehensive Revenue and Expense
For the year ended 31 December 2022

| | | 2022 | 2022 | 2021 |
|---|-------|------------------|------------------|------------------|
| | Notes | Actual | Budget | Actual |
| | | \$ | (Unaudited) | \$ |
| | | | \$ | |
| Revenue | | | | |
| Government Grants | 2 | 3,526,032 | 3,223,374 | 3,515,242 |
| Locally Raised Funds | 3 | 44,447 | 100,001 | 111,622 |
| Interest Income | | 5,757 | 1,000 | 3,251 |
| | | <u>3,576,236</u> | <u>3,324,375</u> | <u>3,630,115</u> |
| Expenses | | | | |
| Locally Raised Funds | 3 | 3,655 | - | 15,822 |
| Learning Resources | 4 | 3,047,286 | 2,878,571 | 3,042,322 |
| Administration | 5 | 158,569 | 145,195 | 128,638 |
| Finance | | 2,852 | - | 4,131 |
| Property | 6 | 331,681 | 299,891 | 430,562 |
| Loss on Disposal of Property, Plant and Equipment | | - | - | 991 |
| | | <u>3,544,043</u> | <u>3,323,657</u> | <u>3,622,466</u> |
| Net (Deficit)/Surplus for the year | | 32,193 | 718 | 7,649 |
| Other Comprehensive Revenue and Expense | | - | - | - |
| Total Comprehensive Revenue and Expense for the Year | | <u>32,193</u> | <u>718</u> | <u>7,649</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.

Sara Cohen School
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2022

| | Notes | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|--|-------|----------------------|-------------------------------------|----------------------|
| Equity at 1 January | | 611,557 | 611,557 | 591,915 |
| Total comprehensive revenue and expense for the year | | 32,193 | 718 | 7,649 |
| Contributions from the Ministry of Education | | | | |
| Contribution - Furniture and Equipment Grant | | - | - | 11,993 |
| Equity at 31 December | | 643,750 | 612,275 | 611,557 |
| Accumulated comprehensive revenue and expense | | 643,750 | 612,275 | 611,557 |
| Equity at 31 December | | 643,750 | 612,275 | 611,557 |

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.

Sara Cohen School

Statement of Financial Position

As at 31 December 2022

| | Notes | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|--|-------|-----------------------|-------------------------------------|-----------------------|
| Current Assets | | | | |
| Cash and Cash Equivalents | 7 | 205,958 | 234,495 | 203,065 |
| Accounts Receivable | 8 | 231,326 | 249,482 | 249,482 |
| Prepayments | | 13,142 | 4,184 | 4,184 |
| Investments | 9 | 155,777 | 154,698 | 154,698 |
| | | <u>606,203</u> | <u>642,859</u> | <u>611,429</u> |
| Current Liabilities | | | | |
| GST Payable | | 521 | 14,478 | 14,478 |
| Accounts Payable | 11 | 195,403 | 204,790 | 204,790 |
| Finance Lease Liability | 12 | 10,089 | 14,485 | 14,485 |
| Funds held in Trust | 13 | (620) | - | 9,576 |
| Funds held for Capital Works Projects | 14 | - | 6,631 | 6,631 |
| | | <u>205,393</u> | <u>240,384</u> | <u>249,960</u> |
| Working Capital Surplus/(Deficit) | | 400,810 | 402,475 | 361,469 |
| Non-current Assets | | | | |
| Property, Plant and Equipment | 10 | 252,121 | 225,739 | 264,027 |
| | | <u>252,121</u> | <u>225,739</u> | <u>264,027</u> |
| Non-current Liabilities | | | | |
| Finance Lease Liability | 12 | 9,181 | 15,939 | 13,939 |
| | | <u>9,181</u> | <u>15,939</u> | <u>13,939</u> |
| Net Assets | | <u>643,750</u> | <u>612,275</u> | <u>611,557</u> |
| Equity | | <u>643,750</u> | <u>612,275</u> | <u>611,557</u> |

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

Sara Cohen School

Statement of Cash Flows

For the year ended 31 December 2022

| | | 2022 | 2022 | 2021 |
|---|----------|----------------|----------------|----------------|
| | Note | Actual | Budget | Actual |
| | | \$ | (Unaudited) | \$ |
| | | | \$ | |
| Cash flows from Operating Activities | | | | |
| Government Grants | | 1,771,974 | 1,517,000 | 1,611,375 |
| Locally Raised Funds | | 87,543 | 100,001 | 91,661 |
| Goods and Services Tax (net) | | (13,957) | - | 15,318 |
| Payments to Employees | | (1,430,490) | (1,209,950) | (1,284,931) |
| Payments to Suppliers | | (334,703) | (333,045) | (332,260) |
| Interest Received | | 3,587 | 1,000 | 3,919 |
| Net cash from/(to) Operating Activities | | 83,954 | 75,006 | 105,082 |
| Cash flows from Investing Activities | | | | |
| Purchase of Property Plant & Equipment (and Intangibles) | | (49,691) | (30,000) | (79,397) |
| Purchase of Investments | | (1,079) | - | - |
| Proceeds from Sale of Investments | | - | - | 104,406 |
| Net cash (to)/from Investing Activities | | (50,770) | (30,000) | 25,009 |
| Cash flows from Financing Activities | | | | |
| Furniture and Equipment Grant | | - | - | 11,993 |
| Finance Lease Payments | | (13,464) | (4,000) | (13,461) |
| Funds Administered on Behalf of Third Parties | | (16,827) | (9,576) | 39,799 |
| Net cash (to)/from Financing Activities | | (30,291) | (13,576) | 38,331 |
| Net increase/(decrease) in cash and cash equivalents | | 2,893 | 31,430 | 168,422 |
| Cash and cash equivalents at the beginning of the year | 7 | 203,065 | 203,065 | 34,643 |
| Cash and cash equivalents at the end of the year | 7 | 205,958 | 234,495 | 203,065 |

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.

Sara Cohen School

Notes to the Financial Statements

For the year ended 31 December 2022

1. Statement of Accounting Policies

1.1. Reporting Entity

Sara Cohen 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 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 statements have been prepared for the period 1 January 2022 to 31 December 2022 and in accordance with the requirements of the Education and Training Act 2020.

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 whole 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 10.

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. A lease is classified as a finance lease if it transfers substantially all risks and rewards incidental to ownership of an underlying asset to the lessee. In contrast, an operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. 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. Finance lease liability disclosures are contained in note 12. Future operating lease commitments are disclosed in note 19b.

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.

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 to which they relate. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

Other Ministry Grants for directly funded programmes are recorded as revenue when the School has the rights to the funding in the period to which they relate. The grants are not received in cash by the School and are paid directly by the Ministry of Education.

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. Grants for the use of land and buildings 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. 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 revenue that is offset by a non-cash expense. The use of land and buildings grants and associated expenditure are recorded in the period the School uses the land and buildings.

Other Grants where conditions exist

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 recognised as revenue as the conditions are fulfilled.

Donations, Gifts and Bequests

Donations, gifts and bequests are recognised as an asset and revenue when the right to receive funding or the asset has been established unless there is an obligation to return funds if conditions are not met. If conditions are not met funding is recognised as revenue in advance and recognised as revenue when conditions are satisfied.

Interest Revenue

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

1.4. 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.

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 expected credit losses (uncollectable debts). The school's 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.

1.8. 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.

1.9. 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 funded by the Board to buildings owned by the Crown or directly by the board 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 Statement of Comprehensive Revenue and Expense 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 | 10–75 years |
| Furniture and equipment | 10–15 years |
| Information and communication technology | 4–5 years |
| Motor vehicles | 5 years |
| Leased assets held under a Finance Lease | Term of Lease |

1.10. 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. If such indication exists, the School estimates the asset's recoverable service amount. An impairment loss is recognised as 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.

In determining fair value less costs to sell the school engages an independent valuer to assess market value based on the best available 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 Statement of Comprehensive Revenue and Expense.

The reversal of an impairment loss is recognised in the Statement of Comprehensive Revenue and Expense. A previously recognised impairment loss is reversed only if there has been a change in the assumptions used to determine the asset's recoverable service amount since the last impairment loss was recognised.

1.11. 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.

1.12. Employee Entitlements

Short-term employee entitlements

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide 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 by non teaching staff, but not yet taken at balance date.

Long-term employee entitlements

Employee benefits that are not expected to be settled wholly before 12 months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

The calculations are based on the likely future entitlements accruing to employees, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information, and the present value of the estimated future cash flows. Remeasurements are recognised in Statement of Comprehensive Revenue and Expense in the period in which they arise.

1.13. 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 Comprehensive Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

1.14. Funds held for Capital Works

The school directly receives funding from the Ministry of Education for capital works projects that are included in the School five year capital works agreement. These funds are held on behalf and for a specified purpose as such these transactions are not recorded in the Statement of Comprehensive Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

1.15. 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 initially recognised at fair value and subsequently measured at amortised cost, using the effective interest method.

Investments that are shares are categorised as financial assets at fair value through other comprehensive revenue and expense in accordance with financial reporting standards. On initial recognition of an equity investment that is not held for trading, the School may irrevocably elect to present subsequent changes in the investments' fair value in other comprehensive revenue and expense. This election has been made for investments that are shares. Subsequent to initial recognition, these assets are measured at fair value. Dividends are recognised as income in the Statement of Comprehensive Revenue and Expense unless the dividend clearly represents a recovery of part of the cost of the investment. Other net gains and losses are recognised in other comprehensive revenue and expense and are never reclassified to the Statement of Comprehensive Revenue and Expense.

The School's financial liabilities comprise accounts payable, and finance lease liability. Financial liabilities are subsequently measured at amortised cost using the effective interest method. Interest expense and any gain or loss on derecognition are recognised in the Statement of Comprehensive Revenue and Expense.

1.16. 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.

1.17. 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.

1.18. Budget Figures

The budget figures are extracted from the School budget that was approved by the Board.

1.19. 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

| | 2022 | 2022 | 2021 |
|---|------------------|-----------------------|------------------|
| | Actual | Budget (Unaudited) | Actual |
| | \$ | \$ | \$ |
| Government Grants - Ministry of Education | 1,619,752 | 1,383,000 | 1,464,531 |
| Teachers' Salaries Grants | 1,570,418 | 1,517,883 | 1,592,558 |
| Use of Land and Buildings Grants | 188,491 | 188,491 | 285,790 |
| Other Government Grants | 147,371 | 134,000 | 172,363 |
| | <u>3,526,032</u> | <u>3,223,374</u> | <u>3,515,242</u> |

The School has opted in to the donations scheme for this year. Total amount received was \$7,650 (2021: \$7,350).

3. Locally Raised Funds

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

| | 2022 | 2022 | 2021 |
|--|---------------|-----------------------|----------------|
| | Actual | Budget (Unaudited) | Actual |
| | \$ | \$ | \$ |
| Revenue | | | |
| Donations & Bequests | 14,706 | 100,001 | 101,845 |
| Other Revenue | 29,741 | - | 9,777 |
| | <u>44,447</u> | <u>100,001</u> | <u>111,622</u> |
| Expenses | | | |
| Fundraising & Community Grant Costs | 3,655 | - | 15,822 |
| | <u>3,655</u> | <u>-</u> | <u>15,822</u> |
| <i>Surplus / (Deficit) for the year Locally raised funds</i> | <u>40,792</u> | <u>100,001</u> | <u>95,800</u> |

4. Learning Resources

| | 2022 | 2022 | 2021 |
|--|------------------|-----------------------|------------------|
| | Actual | Budget (Unaudited) | Actual |
| | \$ | \$ | \$ |
| Curricular | 126,558 | 160,850 | 117,615 |
| Information and Communication Technology | 23,951 | 27,800 | 29,007 |
| Employee Benefits - Salaries | 2,811,840 | 2,594,833 | 2,795,727 |
| Staff Development | 13,320 | 20,800 | 29,804 |
| Depreciation | 71,617 | 74,288 | 70,169 |
| | <u>3,047,286</u> | <u>2,878,571</u> | <u>3,042,322</u> |

5. Administration

| | 2022 | 2022 | 2021 |
|--|----------------|-----------------------|----------------|
| | Actual | Budget (Unaudited) | Actual |
| | \$ | \$ | \$ |
| Audit Fee | 3,958 | 4,000 | 3,848 |
| Board Fees | 3,850 | 4,675 | 4,875 |
| Board Expenses | 11,618 | 17,300 | 6,581 |
| Communication | 9,321 | 9,050 | 8,049 |
| Consumables | 1,009 | 1,700 | 4,335 |
| Operating Lease | 2,450 | 900 | - |
| Other | 15,415 | 15,570 | 9,786 |
| Employee Benefits - Salaries | 97,128 | 79,000 | 75,706 |
| Insurance | 10,212 | 8,000 | 11,044 |
| Service Providers, Contractors and Consultancy | 3,608 | 5,000 | 4,414 |
| | <u>158,569</u> | <u>145,195</u> | <u>128,638</u> |

6. Property

| | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|-------------------------------------|----------------------|-------------------------------------|----------------------|
| Caretaking and Cleaning Consumables | 3,546 | 3,000 | 3,334 |
| Consultancy and Contract Services | 10,722 | 3,000 | 3,456 |
| Heat, Light and Water | 22,484 | 15,000 | 13,890 |
| Rates | 14,170 | 3,400 | 3,037 |
| Repairs and Maintenance | 40,678 | 25,000 | 57,148 |
| Use of Land and Buildings | 188,491 | 188,491 | 285,790 |
| Security | 5,665 | 8,000 | 6,102 |
| Employee Benefits - Salaries | 45,925 | 54,000 | 57,805 |
| | <u>331,681</u> | <u>299,891</u> | <u>430,562</u> |

The Use of Land and Buildings figure represents 5% 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. Cash and Cash Equivalents

| | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|---|----------------------|-------------------------------------|----------------------|
| Bank Accounts | 205,958 | 234,495 | 203,065 |
| Cash and Cash Equivalents for Statement of Cash Flows | <u>205,958</u> | <u>234,495</u> | <u>203,065</u> |

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

8. Accounts Receivable

| | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|--|----------------------|-------------------------------------|----------------------|
| Receivables | 998 | 44,094 | 44,094 |
| Receivables from the Ministry of Education | 54,439 | 68,412 | 68,412 |
| Interest Receivable | 3,271 | 1,101 | 1,101 |
| Banking Staffing Underuse | 52,535 | - | - |
| Teacher Salaries Grant Receivable | 120,083 | 135,875 | 135,875 |
| | <u>231,326</u> | <u>249,482</u> | <u>249,482</u> |
| Receivables from Exchange Transactions | 4,269 | 45,195 | 45,195 |
| Receivables from Non-Exchange Transactions | 227,057 | 204,287 | 204,287 |
| | <u>231,326</u> | <u>249,482</u> | <u>249,482</u> |

9. Investments

The School's investment activities are classified as follows:

| | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|--------------------------|----------------------|-------------------------------------|----------------------|
| Current Asset | | | |
| Short-term Bank Deposits | 155,777 | 154,698 | 154,698 |
| Total Investments | <u>155,777</u> | <u>154,698</u> | <u>154,698</u> |

10. Property, Plant and Equipment

| | Opening Balance (NBV) | Additions | Disposals | Impairment | Depreciation | Total (NBV) |
|--|--------------------------|---------------|-----------|------------|-----------------|----------------|
| 2022 | \$ | \$ | \$ | \$ | \$ | \$ |
| Building Improvements | 2,177 | 18,519 | - | - | (515) | 20,181 |
| Furniture and Equipment | 106,712 | 28,654 | - | - | (18,586) | 116,780 |
| Information and Communication Technology | 24,915 | 6,113 | - | - | (9,386) | 21,642 |
| Motor Vehicles | 97,639 | - | - | - | (26,961) | 70,678 |
| Leased Assets | 15,184 | 6,425 | - | - | (16,169) | 5,440 |
| Work in Progress | 17,400 | - | - | - | - | 17,400 |
| Balance at 31 December 2022 | 264,027 | 59,711 | - | - | (71,617) | 252,121 |

The net carrying value of equipment held under a finance lease is \$5,440 (2021: \$15,184)

Restrictions

With the exception of the contractual restrictions relating to the above noted finance leases, there are no other restrictions over the title of the school's property, plant and equipment, nor are any property, plant and equipment pledged as security for liabilities.

| | 2022 Cost or Valuation | 2022 Accumulated Depreciation | 2022 Net Book Value | 2021 Cost or Valuation | 2021 Accumulated Depreciation | 2021 Net Book Value |
|--|------------------------------|-------------------------------------|---------------------------|------------------------------|-------------------------------------|---------------------------|
| Building Improvements | \$ 24,764 | \$ (4,583) | \$ 20,181 | \$ 6,246 | \$ (4,069) | \$ 2,177 |
| Furniture and Equipment | 186,215 | (69,435) | 116,780 | 158,443 | (51,731) | 106,712 |
| Information and Communication Technology | 87,390 | (65,748) | 21,642 | 82,297 | (57,382) | 24,915 |
| Motor Vehicles | 157,759 | (87,081) | 70,678 | 157,758 | (60,119) | 97,639 |
| Leased Assets | 41,150 | (35,710) | 5,440 | 58,654 | (43,470) | 15,184 |
| Work in Progress | 17,400 | - | 17,400 | 17,400 | - | 17,400 |
| Balance at 31 December | 514,678 | (262,557) | 252,121 | 480,798 | (216,771) | 264,027 |

11. Accounts Payable

| | 2022 Actual | 2022 Budget (Unaudited) | 2021 Actual |
|---------------------------------------|----------------|-------------------------------|----------------|
| Creditors | \$ 3,451 | \$ 3,676 | \$ 3,676 |
| Accruals | 3,958 | 3,848 | 3,848 |
| Employee Entitlements - Salaries | 173,837 | 184,414 | 184,414 |
| Employee Entitlements - Leave Accrual | 14,157 | 12,852 | 12,852 |
| | 195,403 | 204,790 | 204,790 |
| Payables for Exchange Transactions | 195,403 | 204,790 | 204,790 |
| | 195,403 | 204,790 | 204,790 |

The carrying value of payables approximates their fair value.

12. Finance Lease Liability

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

| | 2022 Actual | 2022 Budget (Unaudited) | 2021 Actual |
|--|----------------|-------------------------------|----------------|
| No Later than One Year | \$ 11,718 | \$ 17,043 | \$ 17,043 |
| Later than One Year and no Later than Five Years | 9,689 | 17,449 | 15,449 |
| Future Finance Charges | (2,137) | (4,068) | (4,068) |
| | 19,270 | 30,424 | 28,424 |
| Represented by: | | | |
| Finance lease liability - Current | 10,089 | 14,485 | 14,485 |
| Finance lease liability - Non current | 9,181 | 15,939 | 13,939 |
| | 19,270 | 30,424 | 28,424 |



13. Funds Held in Trust

| | 2022 Actual \$ | 2022 Budget (Unaudited) \$ | 2021 Actual \$ |
|--|----------------------|-------------------------------------|----------------------|
| Funds Held in Trust on Behalf of Third Parties - Current | (620) | - | 9,576 |
| | <u>(620)</u> | <u>-</u> | <u>9,576</u> |

These funds relate to arrangements where the School is acting as an agent. These amounts are not revenue or expenditure of the School and therefore are not included in the Statement of Comprehensive Revenue and Expense.

14. Funds Held for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects. The amount of cash held on behalf of the Ministry for capital works project is included under cash and cash equivalents in note 7.

| | 2022 | Opening Balances \$ | Receipts from MoE \$ | Payments \$ | Board Contributions \$ | Closing Balances \$ | |
|-------------------------------|------|---------------------------|----------------------------|----------------------------|------------------------------|------------------------------|---------------------------|
| SIP Playground Upgrade | | 6,631 | - | (6,631) | - | - | |
| Moe Security Cameras - 238927 | | - | 15,008 | (15,008) | - | - | |
| Totals | | <u>6,631</u> | <u>15,008</u> | <u>(21,639)</u> | <u>-</u> | <u>-</u> | |
| | | 2021 | Opening Balances \$ | Receipts from MoE \$ | Payments \$ | Board Contributions \$ | Closing Balances \$ |
| School Rebuild | | | 227 | - | (227) | - | - |
| SIP Playground Upgrade | | | (23,819) | 40,941 | (10,491) | - | 6,631 |
| Totals | | | <u>(23,592)</u> | <u>40,941</u> | <u>(10,718)</u> | <u>-</u> | <u>6,631</u> |

Represented by:

| | |
|---|-------|
| Funds Held on Behalf of the Ministry of Education | 6,631 |
|---|-------|

15. 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.

16. Remuneration

Key management personnel compensation

Key management personnel of the School include all trustees of the Board, Principal, Deputy Principal, Junior and Senior Leaders and Office Manager.

| | 2022 Actual \$ | 2021 Actual \$ |
|---|----------------------|----------------------|
| <i>Board Members</i> | | |
| Remuneration | 3,850 | 4,875 |
| <i>Leadership Team</i> | | |
| Remuneration | 511,266 | 516,688 |
| Full-time equivalent members | 5.00 | 5.00 |
| Total key management personnel remuneration | <u>515,116</u> | <u>521,563</u> |



There are 5 members of the Board excluding the Principal. The Board had held 11 full meetings of the Board in the year. The Board also has Finance (3 members) and Property (1 member) that meet monthly and quarterly respectively. As well as these regular meetings, including preparation time, the Presiding Member and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

Principal

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

| | 2022 | 2021 |
|--|---------------|---------------|
| | Actual | Actual |
| | \$000 | \$000 |
| Salaries and Other Short-term Employee Benefits: | | |
| Salary and Other Payments | 140 - 150 | 130-140 |
| Benefits and Other Emoluments | 3 - 4 | 3-4 |
| 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 | 2022 | 2021 |
|---------------------|-------------------|-------------------|
| \$000 | FTE Number | FTE Number |
| 100 -110 | 2.00 | 3.00 |
| 110 -120 | 1.00 | - |
| | 3.00 | 3.00 |

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

17. 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 members, 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:

| | 2022 | 2021 |
|------------------|---------------|---------------|
| | Actual | Actual |
| Total | \$ - | \$ - |
| Number of People | - | - |

18. Contingencies

There are no contingent liabilities and no contingent assets except as noted below as at 31 December 2022 (Contingent liabilities and assets at 31 December 2021: nil).

Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of boards, 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. 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 2022, a contingent liability for the school may exist.

Contingent Liability - Cyclical Maintenance

The School has an obligation to the Ministry of Education to maintain in good order and repair at all times the land, buildings and other facilities on the School site. The School is part of a rebuild programme which will result in a complete school rebuild due to be completed in 2023. As a result, the school does not expect to incur any costs related to the maintenance of the School's buildings prior to the completion of the rebuild, so no cyclical maintenance provision has been recognised.



19. Commitments

(a) Capital Commitments

As at 31 December 2022 the Board has not entered into any contract agreements for capital works.

(Capital commitments in relation to Ministry projects at 31 December 2021: \$6,631)

(b) Operating Commitments

As at 31 December 2022 the Board has not entered into any operating contracts.

(Operating commitments at 31 December 2021: nil)

20. 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

| | 2022 | 2022 | 2021 |
|---|----------------|----------------|----------------|
| | Actual | Budget | Actual |
| | \$ | (Unaudited) | \$ |
| Cash and Cash Equivalents | 205,958 | 234,495 | 203,065 |
| Receivables | 231,326 | 249,482 | 249,482 |
| Investments - Term Deposits | 155,777 | 154,698 | 154,698 |
| Total Financial assets measured at amortised cost | <u>593,061</u> | <u>638,675</u> | <u>607,245</u> |

Financial liabilities measured at amortised cost

| | | | |
|--|----------------|----------------|----------------|
| Payables | 195,403 | 204,790 | 204,790 |
| Finance Leases | 19,270 | 30,424 | 28,424 |
| Total Financial liabilities measured at amortised Cost | <u>214,673</u> | <u>235,214</u> | <u>233,214</u> |

21. Events After Balance Date

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

22. Comparatives

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

11th September 2023

Compliance with the Good Employer Policy

The Sara Cohen School Board:

- Has developed and implemented appropriate policies which promote high levels of staff performance and recognise the needs of students;
- Has reviewed its compliance with these policies and can report that it meets all the requirements identified and is in accordance with best practice;
- Is a good employer and complies with all conditions included within employee contracts;
- Ensures all employees are treated fairly, without bias or discrimination;
- Meets all EEO requirements.

Signed: *Sharon Oliver*

Board Chairperson