

# RIDGEVIEW SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2018

#### School Directory

<b>Ministry Number:</b>	1433
<b>Principal:</b>	Rachael Kemball
<b>School Address:</b>	Cutts Crescent, Paremoremo, Northshore
<b>School Postal Address:</b>	1 Cutts Crescent, Paremoremo, Auckland, 0632
<b>School Phone:</b>	09 413 9808
<b>School Email:</b>	learn@ridgeview.school.nz

#### Members of the Board of Trustees

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Term Expires/ Expired</b>
Tom Brennan	Chairperson	Elected	May 2019
Rachael Kemball	Principal	ex Officio	
Shannon Foster	Parent Rep	Elected	May 2019
Christina Walker	Parent Rep	Co-opted	May 2019
Derek Morrow	Parent Rep	Elected	May 2019
Joyce Smith	Parent Rep	Elected	May 2019
Katrina Hart	Staff Rep	Elected	May 2019

<b>Accountant / Service Provider:</b>	Education Services Ltd
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# RIDGEVIEW SCHOOL

Annual Report - For the year ended 31 December 2018

## Index

Page	Statement
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<b>Financial Statements</b>	
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1	Statement of Responsibility
2	Statement of Comprehensive Revenue and Expense
3	Statement of Changes in Net Assets/Equity
4	Statement of Financial Position
5	Statement of Cash Flows
6 - 10	Statement of Accounting Policies
11 - 18	Notes to the Financial Statements

<b>Other Information</b>	
--------------------------	--

22-24	Analysis of Variance
25	Kiwisport

# Ridgeview School

## Statement of Responsibility

For the year ended 31 December 2018

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

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

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


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

THOMAS JAMES BRENNAN  
Full Name of Board Chairperson

  
Signature of Board Chairperson

30.5.2019  
Date:

Rachael Kemball  
Full Name of Principal

  
Signature of Principal

30.5.2019  
Date:

# Ridgeview School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2018

		2018	2018	2017
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
<b>Revenue</b>				
Government Grants	2	834,521	827,449	893,584
Locally Raised Funds	3	26,937	36,015	55,531
Interest Earned		2,456	-	2,708
		<hr/>	<hr/>	<hr/>
		863,914	863,464	951,823
<b>Expenses</b>				
Locally Raised Funds	3	13,665	12,340	29,458
Learning Resources	4	426,863	431,965	453,875
Administration	5	63,089	59,281	62,607
Finance Costs		442	191	325
Property	6	361,714	351,082	392,920
Depreciation	7	12,273	6,771	9,041
Loss on Disposal of Property, Plant and Equipment		2,907	-	-
		<hr/>	<hr/>	<hr/>
		880,953	861,530	948,226
<b>Net Surplus / (Deficit)</b>		(17,039)	1,834	3,597
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<hr/> <hr/> (17,039)	<hr/> <hr/> 1,834	<hr/> <hr/> 3,597

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

**Ridgeview School**  
**Statement of Changes in Net Assets/Equity**  
For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
<b>Balance at 1 January</b>	<u>98,974</u>	<u>72,505</u>	<u>88,953</u>
Total comprehensive revenue and expense for the year	(17,039)	1,834	3,597
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	11,566	-	1,081
MoE SNUP Contribution	-	-	5,343
<b>Equity at 31 December</b>	<u>93,501</u>	<u>74,339</u>	<u>98,974</u>
 Retained Earnings	 93,501	 74,339	 98,974
<b>Equity at 31 December</b>	<u>93,501</u>	<u>74,339</u>	<u>98,974</u>

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

**Ridgeview School**  
**Statement of Financial Position**  
As at 31 December 2018

		2018	2018	2017
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	41,284	82,767	29,837
Accounts Receivable	9	17,896	24,400	27,336
Prepayments		1,176	3,754	1,492
Inventories	10	1,702	2,855	1,583
Investments	11	49,852	-	49,000
		<u>111,910</u>	<u>113,776</u>	<u>109,248</u>
<b>Current Liabilities</b>				
GST Payable		8,179	7,243	1,376
Accounts Payable	13	24,428	43,141	34,773
Revenue Received in Advance	14	22	-	-
Provision for Cyclical Maintenance	15	41,465	8,923	41,239
Finance Lease Liability - Current Portion	16	2,335	999	2,221
Funds held in Trust	17	-	-	1,299
Funds held for Capital Works Projects	18	12,371	-	-
		<u>88,800</u>	<u>60,306</u>	<u>80,908</u>
<b>Working Capital Surplus/(Deficit)</b>		<u>23,110</u>	<u>53,470</u>	<u>28,340</u>
<b>Non-current Assets</b>				
Property, Plant and Equipment	12	78,554	20,869	79,654
		<u>78,554</u>	<u>20,869</u>	<u>79,654</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	15	6,520	-	6,806
Finance Lease Liability	16	1,643	-	2,214
		<u>8,163</u>	<u>-</u>	<u>9,020</u>
<b>Net Assets</b>		<u>93,501</u>	<u>74,339</u>	<u>98,974</u>
<b>Equity</b>		<u>93,501</u>	<u>74,339</u>	<u>98,974</u>

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

**Ridgeview School**  
**Statement of Cash Flows**  
For the year ended 31 December 2018

	Note	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Cash flows from Operating Activities</b>				
Government Grants				
Locally Raised Funds		195,934	156,620	192,697
Goods and Services Tax (net)		26,566	35,815	54,933
Payments to Employees		6,803	-	(5,867)
Payments to Suppliers		(132,716)	(88,976)	(128,096)
Cyclical Maintenance Payments in the year		(94,935)	(93,621)	(59,839)
Interest Paid		(589)	(28,500)	(619)
Interest Received		(442)	(191)	(325)
		2,524	-	4,224
Net cash from / (to) the Operating Activities		3,145	(18,853)	57,108
<b>Cash flows from Investing Activities</b>				
Purchase of PPE				
Purchase of Investments		(11,800)	(3,260)	(57,636)
Proceeds from Sale of Investments		(49,852)	-	(49,000)
		49,000	-	27,464
Net cash from / (to) the Investing Activities		(12,652)	(3,260)	(79,172)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant				
Finance Lease Payments		11,566	-	1,081
Funds Administered on Behalf of Third Parties		(1,402)	(1,602)	(905)
Funds Held for Capital Works Projects		(1,581)	-	369
		12,371	-	-
Net cash from Financing Activities		20,954	(1,602)	545
Net increase/(decrease) in cash and cash equivalents		11,447	(23,715)	(21,519)
Cash and cash equivalents at the beginning of the year	8	29,837	106,482	51,356
Cash and cash equivalents at the end of the year	8	41,284	82,767	29,837

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

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

# **Ridgeview School**

## **Notes to the Financial Statements**

### **For the year ended 31 December 2018**

#### **1. Statement of Accounting Policies**

##### **a) Reporting Entity**

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

##### **b) Basis of Preparation**

###### ***Reporting Period***

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

###### ***Basis of Preparation***

The financial statements have been prepared on a going concern basis, and the accounting policies have been consistently applied throughout the period.

###### ***Financial Reporting Standards Applied***

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

###### ***PBE Accounting Standards Reduced Disclosure Regime***

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

###### ***Measurement Base***

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

###### ***Presentation Currency***

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

###### ***Specific Accounting Policies***

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

###### ***Critical Accounting Estimates And Assumptions***

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

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



#### *Useful lives of property, plant and equipment*

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 12.

#### ***Critical Judgements in applying accounting policies***

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

##### *Classification of leases*

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 16.

##### *Recognition of grants*

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

#### **c) Revenue Recognition**

##### ***Government Grants***

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

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

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

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

##### ***Other Grants***

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

##### ***Donations, Gifts and Bequests***

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

##### ***Interest Revenue***

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

#### **d) Use of Land and Buildings Expense**

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

**e) Operating Lease Payments**

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

**f) Finance Lease Payments**

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

**g) Cash and Cash Equivalents**

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

**h) Accounts Receivable**

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

**i) Inventories**

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

**j) Investments**

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

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

**k) Property, Plant and Equipment**

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

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

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

Property, plant and equipment acquired with individual values under \$1000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

#### **Leased Assets**

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

#### **Depreciation**

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

The estimated useful lives of the assets are:

Building Improvements	20 years
Furniture and Equipment	4-20 years
Information and Communication	5 years
Library Resources	8 years

Leased assets are depreciated over the life of the lease.

#### **l) Impairment of property, plant, and equipment**

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 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.

#### **m) 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.

#### **n) Employee Entitlements**

##### *Short-term employee entitlements*

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

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

**o) 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.

**p) 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).

**q) Financial Assets and Liabilities**

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

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

**r) 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.

**s) Budget Figures**

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

**t) Services received in-kind**

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

## 2. Government Grants

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operational grants	107,964	106,332	120,603
Teachers' salaries grants	317,346	360,346	360,751
Use of Land and Buildings grants	318,699	309,504	340,464
Resource teachers learning and behaviour grants	4,988	2,000	-
Other MoE Grants	85,524	49,267	68,765
Other government grants	-	-	3,001
	<b>834,521</b>	<b>827,449</b>	<b>893,584</b>

## 3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Revenue</b>			
Donations	7,618	8,340	20,082
Activities	4,312	7,830	17,631
Trading	2,068	395	1,486
Fundraising	5,049	10,450	3,803
After School Care	7,890	9,000	12,529
	<b>26,937</b>	<b>36,015</b>	<b>55,531</b>
<b>Expenses</b>			
Activities	2,643	5,580	14,896
Trading	2,279	260	2,334
Fundraising costs	956	-	1,771
After School Care	7,787	6,500	10,457
	<b>13,665</b>	<b>12,340</b>	<b>29,458</b>
<i>Surplus for the year Locally raised funds</i>	<b>13,272</b>	<b>23,675</b>	<b>26,073</b>

## 4. Learning Resources

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Curricular	20,325	15,850	8,965
Library resources	232	610	281
Employee benefits - salaries	402,123	409,386	437,080
Staff development	1,014	1,750	3,086
Minor Equipment/r&m	270	500	23
ICT	2,899	3,869	4,440
	<b>426,863</b>	<b>431,965</b>	<b>453,875</b>

## 5. Administration

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	4,690	4,600	4,553
Board of Trustees Fees	3,940	3,400	2,775
Board of Trustees Expenses	1,359	650	2,575
Communication	2,159	1,500	2,151
Consumables	4,291	6,800	4,559
Operating Lease	4,056	-	5,591
Other	4,098	7,295	10,859
Employee Benefits - Salaries	31,519	27,456	22,062
Insurance	1,409	1,200	1,626
Service Providers, Contractors and Consultancy	5,568	6,380	5,856
	<u>63,089</u>	<u>59,281</u>	<u>62,607</u>

## 6. Property

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	3,262	2,980	6,084
Cyclical Maintenance Expense	529	3,973	3,324
Grounds	13,317	10,205	10,436
Heat, Light and Water	4,381	8,500	4,602
Rates	-	120	236
Repairs and Maintenance	2,493	900	5,477
Use of Land and Buildings	318,699	309,504	340,464
Security	2,270	1,300	1,689
Employee Benefits - Salaries	16,763	13,600	20,608
	<u>361,714</u>	<u>351,082</u>	<u>392,920</u>

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

## 7. Depreciation

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	626	469	626
Furniture and Equipment	5,285	1,429	1,908
Information and Communication Technology	3,484	3,552	4,743
Leased Assets	2,834	1,295	1,729
Library Resources	44	26	35
	<u>12,273</u>	<u>6,771</u>	<u>9,041</u>

## 8. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash on Hand	97	-	100
Bank Current Account	40,162	82,767	28,714
Bank Call Account	1,025	-	1,023
Cash equivalents for Cash Flow Statement	<u>41,284</u>	<u>82,767</u>	<u>29,837</u>

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

Of the \$41,284 Cash and Cash Equivalents, \$12,371 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2019 on Crown owned school buildings under the School's Five Year Property Plan.

## 9. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Receivables	1,844	594	1,292
Receivables from the Ministry of Education	-	2,309	-
Interest Receivable	519	2,103	587
Teacher Salaries Grant Receivable	15,533	19,394	25,457
	<u>17,896</u>	<u>24,400</u>	<u>27,336</u>
Receivables from Exchange Transactions	2,363	2,697	1,879
Receivables from Non-Exchange Transactions	15,533	21,703	25,457
	<u>17,896</u>	<u>24,400</u>	<u>27,336</u>

## 10. Inventories

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Stationery	239	-	289
Uniforms	1,463	2,855	1,294
	<u>1,702</u>	<u>2,855</u>	<u>1,583</u>

## 11. Investments

The School's investment activities are classified as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Asset			
Short-term Bank Deposits	49,852	-	49,000

## 12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Building Improvements	6,767	-	(2,536)	-	(626)	3,605
Furniture and Equipment	57,605	9,791	-	-	(5,285)	62,111
Information and Communication Technology	10,988	1,660	(371)	-	(3,484)	8,993
Leased Assets	4,121	2,280	-	-	(2,834)	3,567
Library Resources	173	149	-	-	(44)	278
<b>Balance at 31 December 2018</b>	<b>79,654</b>	<b>14,080</b>	<b>(2,907)</b>	<b>-</b>	<b>(12,273)</b>	<b>78,554</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Building Improvements	11,097	(7,492)	3,605
Furniture and Equipment	173,717	(111,606)	62,111
Information and Communication Technology	31,746	(22,753)	8,993
Leased Assets	8,914	(5,347)	3,567
Library Resources	22,014	(21,736)	278
<b>Balance at 31 December 2018</b>	<b>247,488</b>	<b>(168,934)</b>	<b>78,554</b>

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Building Improvements	7,393	-	-	-	(626)	6,767
Furniture and Equipment	5,165	54,348	-	-	(1,908)	57,605
Information and Communication Technology	7,100	8,631	-	-	(4,743)	10,988
Leased Assets	2,457	3,393	-	-	(1,729)	4,121
Library Resources	208	-	-	-	(35)	173
<b>Balance at 31 December 2017</b>	<b>22,323</b>	<b>66,372</b>	<b>-</b>	<b>-</b>	<b>(9,041)</b>	<b>79,654</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017	\$	\$	\$
Building Improvements	15,791	(9,024)	6,767
Furniture and Equipment	174,663	(117,058)	57,605
Information and Communication Technology	39,515	(28,527)	10,988
Leased Assets	6,634	(2,513)	4,121
Library Resources	21,865	(21,692)	173
<b>Balance at 31 December 2017</b>	<b>258,468</b>	<b>(178,814)</b>	<b>79,654</b>



### 13. Accounts Payable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operating creditors	3,293	4,219	5,193
Accruals	4,690	4,486	3,553
Employee Entitlements - salaries	15,533	19,394	25,457
Employee Entitlements - leave accrual	912	15,042	570
	<u>24,428</u>	<u>43,141</u>	<u>34,773</u>
Payables for Exchange Transactions	24,428	43,141	34,773
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<u>24,428</u>	<u>43,141</u>	<u>34,773</u>

The carrying value of payables approximates their fair value.

### 14. Revenue Received in Advance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Income Received in Advance	22	-	-
	<u>22</u>	<u>-</u>	<u>-</u>

### 15. Provision for Cyclical Maintenance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Provision at the Start of the Year	48,045	4,950	45,340
Increase to the Provision During the Year	529	3,973	3,324
Use of the Provision During the Year	(589)	-	(619)
Provision at the End of the Year	<u>47,985</u>	<u>8,923</u>	<u>48,045</u>
Cyclical Maintenance - Current	41,465	8,923	41,239
Cyclical Maintenance - Term	6,520	-	6,806
	<u>47,985</u>	<u>8,923</u>	<u>48,045</u>

### 16. Finance Lease Liability

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	2,335	999	2,221
Later than One Year and no Later than Five Years	1,643	-	2,214
	<u>3,978</u>	<u>999</u>	<u>4,435</u>

#### 17. Funds held in Trust

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	-	-	1,299
Funds Held in Trust on Behalf of Third Parties - Non-current	-	-	-
	-	-	1,299

These funds are held where the school is agent for representative amounts and therefore these are not included in the Statement of Comprehensive Revenue and Expense.

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

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

2018	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Stormwater Drainage& Soak Hole Replaceme <i>in progress</i>	-	12,371	-	-	12,371
Totals	-	12,371	-	-	12,371

#### Represented by:

Funds Held on Behalf of the Ministry of Education	12,371
Funds Due from the Ministry of Education	-
	12,371

#### 19. 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.

## 20. Remuneration

### Key management personnel compensation

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

	2018 Actual \$	2017 Actual \$
<i>Board Members</i>		
Remuneration	3,940	2,775
Full-time equivalent members	0.06	0.13
<i>Leadership Team</i>		
Remuneration	92,990	218,595
Full-time equivalent members	1.00	2.00
Total key management personnel remuneration	96,930	221,370
Total full-time equivalent personnel	1.06	2.13

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

### Principal

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

	2018 Actual \$000	2017 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Principal A		
Salary and Other Payments	60 - 70	120 - 130
Benefits and Other Emoluments	2 - 3	3 - 4
Termination Benefits	-	-
Principal B		
Salary and Other Payments	20 - 30	-
Benefits and Other Emoluments	0 - 1	-
Termination Benefits	-	-

### Other Employees

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

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

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

## 21. Compensation and Other Benefits Upon Leaving

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

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

## 22. Contingencies

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

### Holidays Act Compliance – schools payroll

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

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

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

## 23. Commitments

### (a) Capital Commitments

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

### (b) Operating Commitments

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

## 24. 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.

## 25. Financial Instruments

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

### Loans and receivables

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	41,284	82,767	29,837
Receivables	17,896	24,400	27,336
Investments - Term Deposits	49,852	-	49,000
Total Loans and Receivables	109,032	107,167	106,173

### Financial liabilities measured at amortised cost

Payables	24,428	43,141	34,773
Finance Leases	3,978	999	4,435
Total Financial Liabilities Measured at Amortised Cost	28,406	44,140	39,208

## 26. Events After Balance Date

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

## 27. Comparatives

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

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

The Auditor-General is the auditor of Ridgeview School (the School). The Auditor-General has appointed me, Wayne Monteith, using the staff and resources of BDO Auckland, 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 18 that comprise the statement of financial position as at 31 December 2018, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
  - its financial position as at 31 December 2018; and
  - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime

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

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

**Basis for our opinion**

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

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

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

**Responsibilities of the Board of Trustees for the financial statements**

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

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

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



## Responsibilities of the auditor for the audit of the financial statements

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

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

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

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

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

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Trustees.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Trustees and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

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

Our responsibilities arise from the Public Audit Act 2001.

#### **Other information**

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

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

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

#### **Independence**

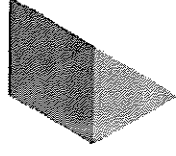
We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing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

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



**Wayne Monteith**  
BDO Auckland  
On behalf of the Auditor-General  
Auckland, New Zealand

# Analysis of Variance Reporting

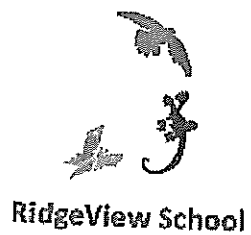


School Name:	RidgeView School	School Number:	1433
<b>Strategic Aim:</b>	Continue to provide a balanced curriculum with planned access to all learning areas while being centrally focused on high achievement in literacy and numeracy.		
<b>Annual Aim:</b>	We will develop teachers' ability to provide agentic environments and learning opportunities for students. Learner agency will be specifically enhanced through Cultural Responsiveness, Collaborative Learning Spaces and Digital Technologies.		
<b>Target:</b>	<p>1a: To increase the number of Year 1 – 6 students from Below to At or Above expectation in Writing by a minimum of 5 in 2018.</p> <p>1b: To increase the number of Year 1 – 6 students from At to Above expectation in Writing by 1 or more in 2018.</p> <p>2a: To increase the number of Year 1 – 6 students from Below to At or Above expectation in Mathematics by a minimum of 3 at the end of 2018.</p> <p>2b: To increase the number of Year 1 – 6 students from At to Above expectation in Mathematics by 1 or more in 2018.</p>		
<b>Baseline Data:</b>	<p><b>Kahui Ako</b></p> <p>Our Kāhui Ako believes that by responding to the needs of each school in relation to the six identified drivers, that they will develop teacher capability which will increase student achievement. In 2017, schools collected perception data across the drivers. Combined Kahui Ako and School leadership teams identified Learner Agency as the initial area of development for 2018. Kahui Ako leadership teams intend to support schools to define and understand Learner Agency, build leadership capacity, collect baseline data and develop areas of need.</p> <p><b>School Context</b></p> <p>At RidgeView School our data, consultations and external audits have confirmed a strategic direction that develops Learner Agency through Cultural Responsiveness, the extension of physical learning spaces and development of digital technologies.</p>		



Actions <i>What did we do?</i>	Outcomes <i>What happened?</i>	Reasons for the variance <i>Why did it happen?</i>	Evaluation <i>Where to next?</i>
<p>Identified students who were below expectations.</p> <p>Identified students who were at expectations but had potential to move to Above.</p> <p>Cross-grouped students to work at learning levels.</p> <p>Whole staff professional development on teaching writing using the school's transference model.</p> <p>Focus on moderation of writing ensuring a common understanding of expectations amongst staff.</p> <p>CoL ASLs worked with staff on ways to introduce agentic learning into the classroom.</p> <p>Staff worked with facilitator from CORE to use agentic learning to improve student achievement.</p> <p>Students identified gaps and next steps in learning conversations with teachers.</p> <p>Teachers focussed on clarity in teaching.</p>	<p>1a: Target met – 5 students moved from Below in Writing to At or Above.</p> <p>1b: Target met – 3 students moved from At in reading to Above.</p> <p>2a: Target partially met – 2 students moved from Below in Mathematics to At or Above.</p> <p>2b: Target met – 2 students moved from At to Above in Mathematics</p>	<p>Targets were met because students were identified early and the staff worked as a whole to improve achievement.</p> <p>Staff are being upskilled in using AFL and Learner Agency to improve learning outcomes for the students.</p> <p>Cross-grouping generally works well in our little school. Teachers are able to focus on presenting in-depth lessons that are aligned with the needs of each child. Students benefit from more teacher time and focussed curriculum presentation.</p> <p>Students are beginning to explore the concept of Learner Agency and student voice.</p>	<p>Staff to meet and identify target students for 2019 based on 2018 data.</p> <p>Staff to select students to work with for Teacher Inquiry.</p> <p>Staff to do further PD on Assessment for Learning focussing on relationships, clarity and feedback.</p> <p>Staff to take part in CoL professional development and support on agentic learning.</p> <p>Students to continue to cross-group to meet learning needs.</p> <p>Encourage students to express their learning needs in order to work with the teacher to find ways to close their gaps.</p> <p>Students see themselves as learners who take pride in and celebrate their achievements.</p> <p>Staff are developing a good understanding of modern pedagogy and are implementing their learning in the classroom.</p> <p>While we met the specific targets set by the CoL and the school, an</p>

			<p>analysis of the data shows that our overall achievement levels in literacy, particularly in reading, have dropped slightly.</p> <p>We have also noted that there is one cohort that is significantly lower than the rest of the school.</p> <p>Literacy and the underachieving cohort will be a focus for accelerated progress in 2019.</p> <p>Ongoing professional development in writing presented by the principal will continue. Professional development in reading will be an area of focus. We will join with another small school in wider area and work on reading together. Staff and students will continue their involvement in the CoL and their focus on Learner Agency.</p>
Planning for next year:			
Ensure staff have a good understanding of curriculum expectations and receive adequate professional development. Principal to report to the Board on progress towards goals. Principal to co-construct goals with staff.			



### **KIWISPORTS FUNDING REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

Kiwisports is a Government funding initiative to support students' participation in organised sports.

In 2018 the school received \$695 (excluding GST) in Kiwisport funds. The funding was spent on participation in netball and football.