

**INDEPENDENT AUDIT REPORT TO THE READERS OF
KAIKOURA HIGH SCHOOL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

The Auditor-General is the auditor of Kaikoura High School (the School). The Auditor-General has appointed me, Michael Rondel, using the staff and resources of BDO Christchurch, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of the School on pages 3 to 20 that comprise the statement of financial position as at 31 December 2019, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and 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:
 - financial position as at 31 December 2019; and
 - financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practices in New Zealand and have been prepared in accordance with Public Benefit Entity Standards with disclosure concessions.

Our audit was completed on 31 May 2020. This is the date at which our opinion is expressed.

The basis for our opinion is explained below and we draw your attention to other matters. 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.

Emphasis of Matter - COVID-19

Without modifying our opinion, we draw attention to the disclosures in note 26 on page 20 which outline the possible effects of the Alert Level 4 lockdown as a result of the COVID-19 pandemic.

Basis of Opinion

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

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

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

Responsibilities of the Board of Trustees

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 Analysis of Variance, Kiwisport notice and Board of Trustees listing, but does not include the financial statements, and our auditor's report thereon.

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

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

Independence

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

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



Michael Rondel
BDO Christchurch

On behalf of the Auditor-General
Christchurch, New Zealand

KAIKOURA HIGH SCHOOL



ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

Ministry Number:	307
Principal:	John Tait
School Address	1 Rorrisons Road, Kaikoura
School Postal Address:	PO Box 61, Kaikoura, 7340
School Phone:	03 319 5138
School Email:	idasler@kaikourahigh.school.nz

KAIKOURA HIGH SCHOOL

Annual Report - For the year ended 31 December 2019

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Kaikoura High School

Statement of Responsibility

For the year ended 31 December 2019

The Board of Trustees (the Board) has pleasure in presenting the annual report of Kaikoura High School incorporating the financial statements and the auditor's report, for the year ended 31 December 2019.

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

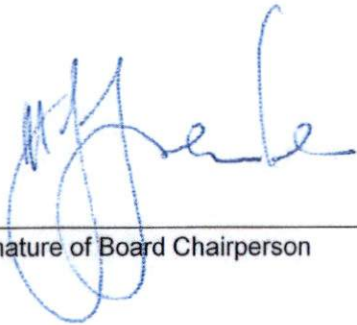
The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2019 fairly reflects the financial position and operations of the school.

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

Mark Fissenden

Full Name of Board Chairperson



Signature of Board Chairperson

Date: 31 May 2020

John Tait

Full Name of Principal



Signature of Principal

Date: 31 May 2020

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2019

		2019	2019	2018
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
Revenue				
Government Grants	2	3,656,672	2,938,470	3,301,681
Locally Raised Funds	3	304,740	230,495	456,303
Interest Income		33,231	1,500	14,404
International Students	4	-	31,000	43,804
		<u>3,994,643</u>	<u>3,201,465</u>	<u>3,816,192</u>
Expenses				
Locally Raised Funds	3	117,666	81,407	114,938
International Students	4	411	5,000	316
Learning Resources	5	2,652,262	2,207,162	2,407,632
Administration	6	175,526	183,887	174,123
Finance Costs		9,260	-	4,217
Property	7	1,097,544	1,071,712	866,505
Depreciation	8	81,226	80,000	71,844
Loss on Disposal of Property, Plant and Equipment		531	-	10,523
		<u>4,134,426</u>	<u>3,629,168</u>	<u>3,650,098</u>
Net (Deficit) / Surplus		(139,783)	(427,703)	166,094
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		(139,783)	(427,703)	166,094

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

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2019

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Balance at 1 January	<u>1,929,838</u>	<u>1,929,838</u>	<u>1,763,744</u>
Total comprehensive revenue and expense for the year	(139,783)	(427,703)	166,094
Equity at 31 December	<u>1,790,055</u>	<u>1,502,135</u>	<u>1,929,838</u>
Retained Earnings	1,790,055	1,502,135	1,929,838
Equity at 31 December	<u>1,790,055</u>	<u>1,502,135</u>	<u>1,929,838</u>

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

Kaikoura High School

Statement of Financial Position

As at 31 December 2019

		2019	2019	2018
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Current Assets				
Cash and Cash Equivalents	9	333,712	(193,453)	154,250
Accounts Receivable	10	176,751	284,880	284,880
GST Receivable		-	34,839	34,839
Prepayments		13,976	9,195	9,195
Investments	11	1,143,131	1,108,799	1,108,799
Funds owing for Capital Works Projects	18	-	22,475	22,475
		<u>1,667,570</u>	<u>1,266,735</u>	<u>1,614,438</u>
Current Liabilities				
GST Payable		55,800	-	-
Accounts Payable	13	196,841	210,094	210,094
Revenue Received in Advance	14	31,452	7,360	7,360
Provision for Cyclical Maintenance	15	13,500	31,500	31,500
Finance Lease Liability - Current Portion	16	38,120	23,792	23,792
Funds held in Trust	17	114	3,053	3,053
Funds held for Capital Works Projects	18	589,825	508,275	508,275
		<u>925,652</u>	<u>784,074</u>	<u>784,074</u>
Working Capital Surplus/(Deficit)		741,918	482,661	830,364
Non-current Assets				
Property, Plant and Equipment	12	1,271,883	1,193,568	1,273,568
		<u>1,271,883</u>	<u>1,193,568</u>	<u>1,273,568</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	179,300	124,350	124,350
Finance Lease Liability	16	44,446	49,744	49,744
		<u>223,746</u>	<u>174,094</u>	<u>174,094</u>
Net Assets		<u><u>1,790,055</u></u>	<u><u>1,502,135</u></u>	<u><u>1,929,838</u></u>
Equity		<u><u>1,790,055</u></u>	<u><u>1,502,135</u></u>	<u><u>1,929,838</u></u>

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

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

		2019	2019	2018
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		886,821	688,470	773,571
Locally Raised Funds		428,458	230,495	349,270
International Students		26,957	31,000	30,326
Goods and Services Tax (net)		90,639	-	1,766
Payments to Employees		(463,642)	(416,687)	(431,465)
Payments to Suppliers		(810,476)	(882,481)	(452,085)
Interest Received		35,195	1,500	10,355
Net cash from Operating Activities		193,952	(347,703)	281,738
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)		(531)	-	-
Purchase of PPE (and Intangibles)		(34,940)	-	(109,161)
Purchase of Investments		(34,332)	-	(1,108,799)
Net cash from Investing Activities		(69,803)	-	(1,217,960)
Cash flows from Financing Activities				
Finance Lease Payments		(45,773)	-	(24,507)
Funds Administered on Behalf of Third Parties		(2,939)	-	3,053
Funds held for Capital Works Projects		104,025	-	(351,163)
Net cash from Financing Activities		55,313	-	(372,617)
Net increase/(decrease) in cash and cash equivalents		<u>179,462</u>	<u>(347,703)</u>	<u>(1,308,839)</u>
Cash and cash equivalents at the beginning of the year	9	154,250	154,250	1,463,089
Cash and cash equivalents at the end of the year	9	<u>333,712</u>	<u>(193,453)</u>	<u>154,250</u>

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

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

1. Statement of Accounting Policies

For the year ended 31 December 2019

1.1. Reporting Entity

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

1.2. Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2019 to 31 December 2019 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

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

Financial Reporting Standards Applied

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

Standard early adopted

In line with the Financial Statements of the Government, the School has elected to early adopt PBE IFRS 9 Financial Instruments. PBE IFRS 9 replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement. Information about the adoption of PBE IFRS 9 is provided in Note 27.

PBE Accounting Standards Reduced Disclosure Regime

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

Measurement Base

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

Presentation Currency

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

Specific Accounting Policies

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

Critical Accounting Estimates And Assumptions

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

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

Useful lives of property, plant and equipment

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

Cyclical Maintenance

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

Critical Judgements in applying accounting policies

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

Classification of leases

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

Recognition of grants

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

1.3. Revenue Recognition

Government Grants

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

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

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

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

Other Grants

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

Donations, Gifts and Bequests

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

Interest Revenue

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

1.4. Use of Land and Buildings Expense

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

1.5. 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.

1.6. 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.

1.7. 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.

1.8. Accounts Receivable

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

Prior Year Policy

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

1.9. Inventories

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

1.10. Investments

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

Prior Year Policy

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

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.

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

1.11. Property, Plant and Equipment

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

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

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

Property, plant and equipment acquired with individual values under \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

Finance Leases

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

Depreciation

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

The estimated useful lives of the assets are:

Building improvements	40 years
Furniture and equipment	3-10 years
Information and communication technology	4-5 years
Motor vehicles	5 years
Leased assets held under a Finance Lease	3 years
Library resources	12.5% Diminishing value

1.12. Impairment of property, plant and equipment and intangible assets

The school does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

Non cash generating assets

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

1.13. 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.

1.14. Employment Entitlements

Short-term employee entitlements

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

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

Long-term employee entitlements

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows

1.15. Revenue Received in Advance

Revenue received in advance relates to fees received from students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to international students, should the School be unable to provide the services to which they relate.

1.16. Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

1.17. Provision for Cyclical Maintenance

The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board's property maintenance responsibilities. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

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

1.18. Financial Assets and Liabilities

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

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards.

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

1.19. 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.

1.20. Budget Figures

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

1.21. Services received in-kind

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

2. Government Grants

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operational grants	726,243	632,984	609,899
Teachers' salaries grants	2,098,911	1,700,000	1,974,236
Use of Land and Buildings grants	670,940	550,000	544,117
Other MoE Grants	13,038	14,858	134,851
Other government grants	147,540	40,628	38,578
	<u>3,656,672</u>	<u>2,938,470</u>	<u>3,301,681</u>

3. Locally Raised Funds

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue			
Donations	74,243	53,971	97,457
Fundraising	3,040	3,000	3,067
Bequests & Grants	1,310	-	-
Other revenue	139,572	103,185	308,094
Trading	-	-	3,746
Activities	86,575	70,339	43,939
	<u>304,740</u>	<u>230,495</u>	<u>456,303</u>
Expenses			
Activities	101,925	78,407	51,319
Trading	-	-	6,209
Other Expenses	15,741	3,000	57,410
	<u>117,666</u>	<u>81,407</u>	<u>114,938</u>
<i>Surplus for the year Locally raised funds</i>	<u>187,074</u>	<u>149,088</u>	<u>341,365</u>

4. International Student Revenue and Expenses

	2019 Actual Number	2019 Budget (Unaudited) Number	2018 Actual Number
International Student Roll	1	1	1
	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue			
International student fees	-	31,000	43,804
Expenses			
International student levy	411	5,000	316
	<u>411</u>	<u>5,000</u>	<u>316</u>
<i>Surplus for the year International Students</i>	<u>(411)</u>	<u>26,000</u>	<u>43,488</u>

5. Learning Resources

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Curricular	237,761	215,343	148,205
Information and communication technology	35,444	36,000	27,318
Library resources	3,105	3,104	2,440
Employee benefits - salaries	2,340,277	1,927,515	2,204,466
Staff development	35,675	25,200	25,203
	<u>2,652,262</u>	<u>2,207,162</u>	<u>2,407,632</u>

6. Administration

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Audit Fee	6,129	6,129	6,415
Board of Trustees Fees	3,660	6,270	3,255
Board of Trustees Expenses	10,896	9,565	12,540
Communication	10,306	10,640	10,629
Consumables	6,306	5,850	(4,331)
Operating Lease	5,793	24,001	18,546
Other	12,968	12,902	14,478
Employee Benefits - Salaries	109,108	100,530	100,554
Insurance	1,920	-	2,179
Service Providers, Contractors and Consultancy	8,440	8,000	9,858
	<u>175,526</u>	<u>183,887</u>	<u>174,123</u>

7. Property

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Caretaking and Cleaning Consumables	6,309	5,100	(751)
Consultancy and Contract Services	-	-	6,000
Cyclical Maintenance Provision	36,950	12,600	12,000
Adjustment to the Provision	-	-	104,715
Grounds	22,301	13,900	17,883
Heat, Light and Water	42,038	41,900	41,820
Rates	7,131	5,000	6,710
Repairs and Maintenance	181,812	349,070	30,570
Use of Land and Buildings	670,940	550,000	544,117
Security	5,363	5,500	4,341
Employee Benefits - Salaries	124,700	88,642	99,100
	<u>1,097,544</u>	<u>1,071,712</u>	<u>866,505</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.

8. Depreciation of Property, Plant and Equipment

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	14,463	10,000	14,463
Furniture and Equipment	23,284	30,000	12,874
Information and Communication Technology	7,201	5,000	16,263
Motor Vehicles	1,913	2,000	1,573
Leased Assets	30,832	30,000	23,504
Library Resources	3,533	3,000	3,167
	<u>81,226</u>	<u>80,000</u>	<u>71,844</u>

9. Cash and Cash Equivalents

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Bank Current Account	183,629	(193,453)	130,373
Bank Call Account	150,083	-	23,877
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	<u>333,712</u>	<u>(193,453)</u>	<u>154,250</u>

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

Of the \$333,712 Cash and Cash Equivalents, \$589,825 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2020 on Crown owned school buildings under the School's Five Year Property Plan.

10. Accounts Receivable

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Receivables	24,345	150,928	150,928
Interest Receivable	2,085	4,049	4,049
Teacher Salaries Grant Receivable	150,321	129,903	129,903
	<u>176,751</u>	<u>284,880</u>	<u>284,880</u>
Receivables from Exchange Transactions	26,430	154,977	154,977
Receivables from Non-Exchange Transactions	150,321	129,903	129,903
	<u>176,751</u>	<u>284,880</u>	<u>284,880</u>

11. Investments

The School's investment activities are classified as follows:

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Current Asset			
Short-term Bank Deposits	1,143,131	1,108,799	1,108,799
Total Investments	<u>1,143,131</u>	<u>1,108,799</u>	<u>1,108,799</u>

12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Building Improvements	1,022,106	-	-	-	(14,463)	1,007,643
Furniture and Equipment	130,027	23,579	-	-	(23,284)	130,322
Information and Communication	21,748	4,326	-	-	(7,201)	18,873
Motor Vehicles	7,992	-	-	-	(1,913)	6,079
Leased Assets	69,524	45,543	-	-	(30,832)	84,235
Library Resources	22,171	6,624	(531)	-	(3,533)	24,731
Balance at 31 December 2019	1,273,568	80,072	(531)	-	(81,226)	1,271,883

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Building Improvements	1,231,623	(223,980)	1,007,643
Furniture and Equipment	439,207	(308,885)	130,322
Information and Communication	715,108	(696,235)	18,873
Motor Vehicles	9,565	(3,486)	6,079
Leased Assets	133,845	(49,610)	84,235
Library Resources	66,625	(41,894)	24,731
Balance at 31 December 2019	2,595,973	(1,324,090)	1,271,883

The net carrying value of equipment held under a finance lease is \$84,235 (2018: \$69,524)

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Building Improvements	1,036,569	-	-	-	(14,463)	1,022,106
Furniture and Equipment	56,456	86,445	-	-	(12,874)	130,027
Information and Communication	38,011	-	-	-	(16,263)	21,748
Motor Vehicles	-	9,565	-	-	(1,573)	7,992
Leased Assets	19,358	73,670	-	-	(23,504)	69,524
Library Resources	22,710	3,801	(1,173)	-	(3,167)	22,171
Balance at 31 December 2018	1,173,104	173,481	(1,173)	-	(71,844)	1,273,568

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Building Improvements	1,231,623	(209,517)	1,022,106
Furniture and Equipment	415,630	(285,603)	130,027
Information and Communication	710,781	(689,033)	21,748
Motor Vehicles	9,565	(1,573)	7,992
Leased Assets	104,566	(35,042)	69,524
Library Resources	61,473	(39,302)	22,171
Balance at 31 December 2018	2,533,638	(1,260,070)	1,273,568

13. Accounts Payable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operating creditors	13,646	59,055	59,055
Accruals	5,093	4,887	4,887
Employee Entitlements - salaries	150,321	129,903	129,903
Employee Entitlements - leave accrual	27,781	16,249	16,249
	196,841	210,094	210,094
Payables for Exchange Transactions	196,841	210,094	210,094
	196,841	210,094	210,094

The carrying value of payables approximates their fair value.

14. Revenue Received in Advance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
International Student Fees	26,957	-	-
Other	4,495	7,360	7,360
	<u>31,452</u>	<u>7,360</u>	<u>7,360</u>

15. Provision for Cyclical Maintenance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Provision at the Start of the Year	155,850	155,850	39,135
Increase/ (decrease) to the Provision During the Year	36,950	-	12,000
Adjustment to the Provision	-	-	104,715
Provision at the End of the Year	<u>192,800</u>	<u>155,850</u>	<u>155,850</u>
Cyclical Maintenance - Current	13,500	31,500	31,500
Cyclical Maintenance - Term	<u>179,300</u>	<u>124,350</u>	<u>124,350</u>
	<u>192,800</u>	<u>155,850</u>	<u>155,850</u>

16. Finance Lease Liability

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
No Later than One Year	45,063	29,276	29,276
Later than One Year and no Later than Five Years	48,786	56,503	56,503
	<u>93,849</u>	<u>85,779</u>	<u>85,779</u>

17. Funds Held in Trust

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	114	3,053	3,053
	<u>114</u>	<u>3,053</u>	<u>3,053</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.

18. Funds Held for Capital Works

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

	2019	Opening Balances	Receipts from MoE	Payments	BOT Contribution	Closing Balances
		\$	\$	\$		\$
Reclad Windows	Completed	240,685	-	240,685	-	-
Window Replacement	Completed	(4,139)	4,139	-	-	-
Potable Water	Completed	67,114	-	67,114	-	-
Spouting/Ext Doors/Library Roof	In Progress	32,922	-	29,995	-	2,927
Drainage Repairs	Completed	(13,617)	13,617	-	-	-
Gym Changing Sheds	In Progress	(4,719)	839,830	349,086	-	486,025
Paving	Completed	69,015	6,320	75,335	-	-
External Door Replacement	Completed	35,462	21,028	56,490	-	-
Electronic Keying	Completed	63,077	-	63,077	-	-
Bi-Lingual Signage	In Progress	-	36,632	3,533	-	33,099
Outdoor Education Shed	In Progress	-	55,035	5,850	-	49,185
Door Closers & Gym Doors	In Progress	-	25,664	24,796	-	868
Roof Replacement & Drainage	In Progress	-	17,721	-	-	17,721
Totals		485,800	1,019,986	915,961	-	589,825

Represented by:

Funds Held on Behalf of the Ministry of Education

589,825
589,825

	2018	Opening Balances	Receipts from MoE	Payments	BOT Contribution	Closing Balances
		\$	\$	\$		\$
Library & Whare Upgrade	Completed	17,793	-	-	17,793	-
Boiler Replacement	Completed	22,369	-	32,159	9,790	-
Reclad Windows	In Progress	495,184	-	254,499	-	240,685
Window Replacement	In Progress	301,617	37,770	343,526	-	(4,139)
Potable Water	In Progress	-	87,532	20,418	-	67,114
Spouting/Ext Doors/Library Roof	In Progress	-	32,922	-	-	32,922
Drainage Repairs	In Progress	-	89,652	103,269	-	(13,617)
Gym Changing Sheds	In Progress	-	-	4,719	-	(4,719)
Paving	In Progress	-	69,015	-	-	69,015
External Door Replacement	In Progress	-	85,959	50,497	-	35,462
Electronic Keying	In Progress	-	79,074	15,997	-	63,077
Totals		836,963	481,924	825,084	27,583	485,800

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 and Assistant Principals.

	2019 Actual \$	2018 Actual \$
<i>Board Members</i>		
Remuneration	3,660	3,255
Full-time equivalent members	0.75	0.75
<i>Leadership Team</i>		
Remuneration	431,779	381,692
Full-time equivalent members	3.00	3.00
Total key management personnel remuneration	435,439	384,947
Total full-time equivalent personnel	3.75	3.75

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

Principal

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

	2019 Actual \$000	2018 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	190 - 200	170 - 180
Benefits and Other Emoluments	1-10	1 - 10
Termination Benefits	0 - 0	0 - 0

Other Employees

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

Remuneration \$000	2019 FTE Number	2018 FTE Number
100 -110	3.00	3.00
120 - 130	1.00	-
	4.00	3.00

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:

	2019 Actual \$	2018 Actual \$
Total	-	2,000
Number of People	-	1

22. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2019 (Contingent liabilities and assets at 31 December 2018: Earthquake related insurance claim).

Holidays Act Compliance – schools payroll

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

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance. The Ministry has recognised an estimated provision based on the analysis of sample data, which may not be wholly representative of the total dataset for Teacher and Support Staff Entitlements. A more accurate estimate will be possible after further analysis of non-compliance has been completed, and this work is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis has been completed

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

Earthquake related insurance claims

As at 31 December 2018 there are earthquake related insurance claims outstanding on houses that are included on the school's fixed asset register. At the date of signing, the claim process is continuing and the Board is unable to quantify the amount due.

23. Commitments

(a) Capital Commitments

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

(Capital commitments at 31 December 2018: nil)

(b) Operating Commitments

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

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:

Financial assets measured at amortised cost

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash and Cash Equivalents	333,712	(193,453)	154,250
Receivables	176,751	284,880	284,880
Investments - Term Deposits	1,143,131	1,108,799	1,108,799
Total Financial assets measured at amortised cost	1,653,594	1,200,226	1,547,929

Financial liabilities measured at amortised cost

Payables	196,841	210,094	210,094
Funds Held on Behalf of the Ministry of Education	589,825	485,800	485,800
Finance Leases	82,566	73,536	73,536
Total Financial liabilities measured at amortised Cost	869,232	769,430	769,430

26. Events After Balance Date

Impact from COVID-19

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

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

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

27. Adoption of PBE IFRS 9 Financial Instruments

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

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

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

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

Kaikoura High School

Analysis of Variance 2019



Goal 1 – Every student will experience academic success	
Annual Aims	Variance
Departmental reviews Stage 3, including review of NCEA assessment procedures	Achieved
Complete Curriculum Mapping work on Literacy and Numeracy	Achieved
Implement a school wide plan to rationalise the number of credits available in senior courses	Partially Achieved – Work not completed as the NCEA Review necessitated a pause while we waited for final outcomes
Link this work with pathways planning for individual students	In progress – partially completed This work will continue in 2020
Curriculum Mapping completed for Year 7 to 10	Partially Achieved – this work will continue into 2020
Support Curriculum planning progression across the COL	On-going Partially Achieved – Cross COL work started for Writing This will continue in 2020 and include Mathematics
Continue External Departmental Reviews	Not Achieved Paused due to internal personnel issues Technology and English external reviews planned for 2020
Review Year 9/10 Curriculum structure	Partially Achieved – Reviews carried out and changes made in major subject areas only

Goal 2 – Students will have diverse learning pathways	
Annual Aims	Variance
Investigate senior modular curriculum design	Not Achieved – Paused while waiting for outcomes of NZQA Review
Continue to develop links with Tertiary and Industry providers which explore mutually beneficial opportunities eg. NZ Paea Industry Council, Canterbury University Science Department, Sudima Hotel	Achieved
Obtain Service IQ accreditation for Level 3 Hospitality and Cookery pathways	Achieved
Use the Kahui Ako theme of Digital Fluency to prepare for implementation of the Digital Technologies curriculum	Achieved

Goal 3 – The school will develop effective relationships with its students, parents, whanau and wider community	
Annual Aims	Variance
Implement a weekly KAMAR reporting system	Not Achieved – trialled but incomplete Ongoing in 2020
Continue to work with whanau/Runanga on a Maori Education Strategy (ERO)	Partially Achieved – we will continue to progress this in 2020
Explore subject links to local business and post-earthquake opportunities	Achieved
Review the school reporting system, including Academic Review Day	Partially Achieved – reporting system reviewed, but review of Academic Review Day incomplete
Investigate the re-establishment of a Parent Reference/Support Group	Achieved

Goal 4 – The school will nurture all learners and leaders to have pride, self-worth and value learning	
Annual Aims	Variance
Contribute to the development of cross-school PLD initiated by the COL	Achieved
All staff will participate and contribute to the Kahui Ako themes	Achieved
Consolidate the role of the Community Youth Worker with Te Ha o Maturanga and Kaikoura Youth Collective	Not Achieved – the Community Youth Worker role has been discontinued by Te Ha o Maturanga
Embed Waka Ako consistency across all staff	Achieved

Goal 5 – The school will develop innovative practice which is responsive to current educational change	
Annual Aims	Variance
Implement Appraisal Connector and ensure teachers carry out valid inquiry	Partially Achieved – paused as a result of new appraisal requirements which were negotiated as part of the PPTA Collective Agreement settlement
Develop a plan with students that emphasises the growth of students as leaders in the school	Partially Achieved – focus on Senior students only This work will continue with Juniors in 2020
Implement staff PD focus on pastoral care and restorative practice	Achieved

Goal 6 – The school will support the teaching and learning needs of students by governing/managing school resources and meeting government requirements

Annual Aims	Variance
Review of Governance process/procedures, Governance policies and Operational policies	Achieved
Complete on-going EQ repairs	Partially Achieved – this work is still in progress
Begin initial planning for the upgrade of B Block classrooms	Not Achieved
Explore innovative strategies for increasing fundraising	Achieved
Align the Governments new Digital Technology strategy with school IT provision	Achieved
Induction of new BOT members and PLD provision	Achieved

2019 Targets

NCEA Targets	Variance
<p>NCEA Target 1:</p> <ul style="list-style-type: none"> a) The percentage of 2019 leavers with NCEA Level 2 will be at least 85%. b) The percentage of 2019 Māori leavers with NCEA Level 2 will be at least 85%. c) 100% of the 2019 students who complete the academic year will succeed at the appropriate NCEA level 	<p>Not Achieved 77% Not Achieved 75% Not Achieved</p>
<p>NCEA Target 2:</p> <ul style="list-style-type: none"> a) Using school data from KAMAR, the percentage of 2019 over all endorsements for all NCEA Levels will be trending up. b) Using school data from KAMAR, the percentage of 2019 Māori and Non-Māori students course endorsements for NCEA Level 2 will be trending up. 	<p>Yr13 Not Achieved Yr12 Not Achieved Yr11 Not Achieved</p>
<p>Middle School</p> <p>That the average value added score in the CEM MidYIS testing in all subjects falls within the New Zealand national confidence limits (standard deviation).</p>	<p>Achieved in all subjects except Mathematics and Statistics</p>
<p>Junior School</p> <p>Annual Target: Numeracy in Years 7 and 8 Identified priority learners will improve their 2018 e-asTTle test scores by at least two sub-levels.</p> <p>Annual Target: Literacy (Reading) in Years 7 and 8 Identified priority learners will improve their 2018 e-asTTle test scores by at least two sub-levels.</p> <p>Annual Target: Literacy (Writing) in Years 7 and 8 Identified priority learners will improve their 2018 e-asTTle test scores by at least three sub-levels.</p>	<p>Achieved for 5 out of 7 identified priority learners</p> <p>Achieved for 4 out of 6 identified priority learners</p> <p>Achieved for 4 out of 9 identified priority learners</p>

Kaikoura High School

Members of the Board of Trustees

For the year ended 31 December 2019

Name	Position	How Position Gained	Held Until
Mark Fissenden	Chairperson	Elected	May 2022
John Tait	Principal	ex Officio	
Lyn Bentley	Parent Rep	Elected	May 2022
Ian Bradshaw	Parent Rep	Elected	May 2022
Nick Parkinson	Parent Rep	Elected	May 2019
Riria Allen	Runanga Rep	Runanga Appointed	May 2022
Lorraine Hawke	Runanga Rep	Runanga Appointed	May 2022
Rawiri Manawatu	Runanga Rep	Runanga Appointed	May 2022
Alasdair Lean	Staff Rep	Elected	Nov 2019
Owen Thornton	Student Rep	Elected	Sep 2020
John Wyatt	Ministerial Appointee	Co-opted	May 2019
Amanda Fissenden	Staff Rep	Elected	May 2022
Matt Boyce	Ministerial Appointee	Co-opted	May 2019



KAIKOURA HIGH SCHOOL

Principal – John Tait

28 May 2020

KIWISPORT FUNDING 2019

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2019, the school received total Kiwisport funding of \$4,423.46 (excluding GST).

The funding was used to top-up our Sports Co-ordinators wages. She is employed in a permanent position for 10 hours per week.

The number of students that participated in organised sport was 94.

Yours sincerely

John Tait
Principal

