

NGUTUNUI ENVIRO SCHOOL

2018 Annual Report

For the Year Ended 31 December 2018

School Directory

Ministry Number: 1853

Principal: Michelle Chettleburgh

School Address: 400 Ngutunui Road, Pirongia

School Postal Address: 400 Ngutunui Road, RD6, Pirongia 3876

School Phone: 07 8719426

School Email: office@ngutunui.school.nz

Members of the Board of Trustees

Name	Position	How position on Board gained	Term expires / expired
Karen Crake	Chairperson	Elected 2016	May 2019
Kath Riley	Treasurer	Elected June 2016	May 2019
Sue Bethell	Property	Elected June 2016	May 2019
Sarah Barron	Parent Rep	Elected June 2016	May 2019
Michelle Chettleburgh	Principal	Ex Officio January 2018	
Leanne Oldfield	Parent Rep	Elected June 2016	May 2019
Rebecca Penny	Staff Rep	Elected 2016	May 2019

**FINANCIAL STATEMENTS AND ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2018**

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NGUTUNUI ENVIRO 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.

Karen Marie Cole

Full Name of Board Chairperson

Karen Marie Cole

Signature of Board Chairperson

31 May 2019

Date

Michelle Anthea Chettleburgh

Full Name of Principal

Michelle A

Signature of Principal

31/5/19

Date

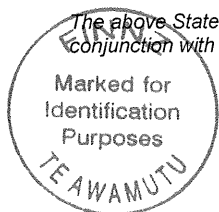
NGUTUNUI ENVIRO SCHOOL

**STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE
FOR THE YEAR ENDED 31 DECEMBER 2018**

		2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
REVENUE				
Government Grants	2	497,254	497,556	512,032
Locally Raised Funds	3	27,912	16,200	44,971
Interest Earned		3,046	200	3,484
		<u>528,212</u>	<u>513,956</u>	<u>560,487</u>
EXPENSES				
Locally Raised Funds	3	7,894	6,200	9,275
Learning Resources	4	323,508	350,288	367,383
Administration	5	39,011	45,550	48,063
Finance Costs	6	1,099	1,800	365
Property	7	132,573	130,299	148,292
Depreciation	8	15,821	10,000	12,820
		<u>519,906</u>	<u>544,137</u>	<u>586,198</u>
NET SURPLUS (DEFICIT)		8,306	(30,181)	(25,711)
Other Comprehensive Revenue and Expenses		-	-	-
TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR		\$8,306	\$(30,181)	\$(25,711)

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

Bailey Ingham Limited
Chartered Accountants



NGUTUNUI ENVIRO SCHOOL

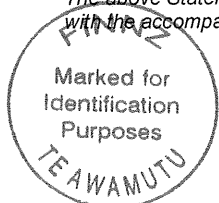
STATEMENT OF CHANGES IN NET ASSETS/EQUITY FOR THE YEAR ENDED 31 DECEMBER 2018

	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
BALANCE AT 1 JANUARY	161,214	161,214	184,653
Total Comprehensive Revenue & Expenses for the year	8,306	(30,181)	(25,711)
Contribution - Furniture & Equipment Grant	2,113	-	2,272
EQUITY AT 31 DECEMBER	<u>\$171,633</u>	<u>\$131,033</u>	<u>\$161,214</u>
Retained Earnings	171,633	131,033	161,214
Reserves	-	-	-
EQUITY AT 31 DECEMBER	<u>\$171,633</u>	<u>\$131,033</u>	<u>\$161,214</u>

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

Bailey Ingham Limited
Chartered Accountants

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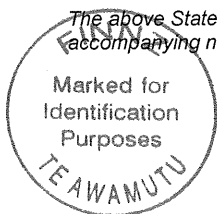
NGUTUNUI ENVIRO SCHOOL

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2018**

		2018 Actual	2018 Budget (Unaudited)	2017 Actual
		\$	\$	\$
CURRENT ASSETS				
Cash and Cash Equivalents	9	44,616	12,060	42,241
Accounts Receivable	10	25,943	9,300	18,216
Transport Cluster		7,302	7,300	7,531
Investments	11	<u>74,381</u>	<u>74,000</u>	<u>72,114</u>
		152,242	102,660	140,102
CURRENT LIABILITIES				
GST Payable		3,724	4,000	4,180
Accounts Payable	13	28,470	16,000	31,806
Provision for Cyclical Maintenance	14	-	800	-
Finance Lease Liability - Current Liability	15	2,293	2,200	1,273
Funds Held for Capital Work Projects	16	<u>1,118</u>	<u>-</u>	<u>10,517</u>
		35,605	23,000	47,776
		116,637	79,660	92,326
WORKING CAPITAL SURPLUS OR (DEFICIT)				
NON CURRENT ASSETS				
Property, Plant and Equipment	12	<u>100,480</u>	<u>96,573</u>	<u>106,302</u>
		100,480	96,573	106,302
NON CURRENT LIABILITIES				
Provision for Cyclical Maintenance	14	41,200	41,000	33,800
Finance Lease Liability	15	<u>4,283</u>	<u>4,200</u>	<u>3,614</u>
		45,483	45,200	37,414
NET ASSETS		<u>\$171,634</u>	<u>\$131,033</u>	<u>\$161,214</u>
EQUITY		<u>\$171,633</u>	<u>\$131,033</u>	<u>\$161,214</u>

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

Bailey Ingham Limited
Chartered Accountants



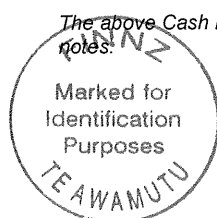
**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018**

	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
OPERATING ACTIVITIES			
Cash was provided from:			
Government Grants	110,625	111,587	124,554
Locally Raised Funds	20,156	16,200	45,686
Goods & Services Tax (net)	(456)	-	571
Payments to Employees	(49,544)	(56,718)	(53,298)
Payments to Suppliers	(63,920)	(89,650)	(93,928)
Interest Received	2,475	200	2,525
Funds Administered on Behalf of Third Parties	(10,042)	-	15,418
Net Cash Inflow (Outflow) from Operating Activities	9,294	(18,381)	41,528
INVESTING ACTIVITIES			
Cash was provided from:			
Purchase of PPE (and Intangibles)	(6,131)	(10,000)	(21,035)
Purchase of Investments	(2,267)	-	(16,278)
Net Cash Inflow (Outflow) from Investing Activities	(8,398)	(10,000)	(37,313)
FINANCING ACTIVITIES			
Cash was provided from:			
Furniture & Equipment Grant	2,113	-	2,272
Finance Lease Payments	(634)	(1,800)	(1,394)
Net Cash Inflow (Outflow) from Financing Activities	1,479	(1,800)	878
Net Increase (Decrease) in Cash Held	2,375	(30,181)	5,093
Add Opening Cash brought forward	42,241	42,241	37,148
Ending Cash Carried Forward	\$44,616	\$12,060	\$42,241
Cash Balances in Balance Sheet			
BNZ Cheque A/c	36,993	10,000	34,893
BNZ Call A/c	7,623	2,060	7,338
BNZ Principal Account	-	-	10
Ending Cash Carried Forward	\$44,616	\$12,060	\$42,241

The Cash Flow Statement 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.

Bailey Ingham Limited
Chartered Accountants



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

1 STATEMENT OF ACCOUNTING POLICIES

A) REPORTING ENTITY

NGUTUNUI ENVIRO 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 PBE Accounting Standards (PBE IPSAS) 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.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

CRITICAL ACCOUNTING ESTIMATES AND ASSUMPTIONS

The preparation of financial statements requires management to make judgement, 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 15.

Recognition of Grants

The School review 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.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

C) REVENUE RECOGNITION

GOVERNMENT GRANTS SCHOOLS

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.

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

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.

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.

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.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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.

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 three months or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

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.

INVESTMENTS

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance.

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 investments are measured at amortised cost using the effective interest method less impairment.

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 under section 28 of schedule 6 of the Education Act 1989 in relation to the acquisitions of investment securities.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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.

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.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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 - Crown	20-50 years
Furniture and equipment -	5-10 years
Information and communication technology -	5 years
Motor Vehicles -	10 years
Leased assets -	3 years
Library resources -	12.5% Diminishing value

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, 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.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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.

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.

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).

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, borrowings, finance lease liability, and painting contract liability. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with Financial Reporting Standards.

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



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

BUDGET FIGURES

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

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.



NGUTUNUI ENVIRO SCHOOL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

2 GOVERNMENT GRANTS	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
Operational Grants	102,869	104,496	103,333
Teachers Salaries Grants	298,397	291,000	303,201
Use of Land & Buildings Grant	94,769	94,969	95,860
Other MoE Grants	1,219	7,091	9,638
	<u>\$497,254</u>	<u>\$497,556</u>	<u>\$512,032</u>
3 LOCALLY RAISED FUNDS	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
Local funds raised within the School's community are made up of:			
Revenue			
Donations	7,756	-	26,670
Activities	596	1,000	3,086
Other Revenue	12,150	11,700	9,125
Trading	7,410	3,500	6,090
	<u>27,912</u>	<u>16,200</u>	<u>44,971</u>
Expenditure			
Activities	905	1,000	1,941
Trading	2,280	650	2,114
Other Expenses	3,410	4,000	3,911
Transport (local)	1,299	550	1,309
	<u>7,894</u>	<u>6,200</u>	<u>9,275</u>
Surplus for the year Locally Raised Funds	<u>\$20,018</u>	<u>\$10,000</u>	<u>\$35,696</u>



NGUTUNUI ENVIRO SCHOOL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

4 LEARNING RESOURCES	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
Curricular	10,732	14,500	6,658
Employee Benefits - Salaries	308,754	320,788	340,776
Extra-Curricular Activities	2,338	4,000	9,707
Information and Communication Technology	-	-	1,484
Library Resources	70	1,000	513
Staff Development	1,614	10,000	8,245
	<u>\$323,508</u>	<u>\$350,288</u>	<u>\$367,383</u>
5 ADMINISTRATION	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
Audit Fees	3,140	3,000	2,990
Board of Trustees Fees	4,785	5,500	4,675
Board of Trustees Expenses	1,000	1,000	609
Communication	1,514	2,900	2,985
Consumables	5,145	6,150	7,181
Employee Benefits - Salaries	16,858	16,500	17,372
Insurance	631	-	476
Operating Leases	766	1,700	3,223
Other	3,722	7,300	7,102
Service Providers, Contractors and Consultancy	1,450	1,500	1,450
	<u>\$39,011</u>	<u>\$45,550</u>	<u>\$48,063</u>
6 FINANCE	2018 Actual	2018 Budget (Unaudited)	2017 Actual
Finance Costs	1,099	1,800	365



NGUTUNUI ENVIRO SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

7	PROPERTY	2018	2018	2017
		Actual	Budget	Actual
			(Unaudited)	
		\$	\$	\$
	Caretaking and Cleaning Consumables	1,612	2,100	1,986
	Consultancy and Contract Services	185	500	217
	Cyclical Maintenance Provision	7,400	7,000	27,164
	Employee Benefits - Salaries	14,733	10,430	11,098
	Grounds	3,557	3,800	4,269
	Heat, Light and Water	4,511	3,500	3,566
	Rates	2,863	1,500	1,520
	Repairs and Maintenance	2,943	6,500	2,612
	Use of Land and Buildings	94,769	94,969	95,860
		<u>\$132,573</u>	<u>\$130,299</u>	<u>\$148,292</u>

The use of Land & Buildings figure represents 8% of the School's total property value. This is used as a 'proxy' for the market rental of the property. 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 & EQUIPMENT	2018	2018	2017
		Actual	Budget	Actual
			(Unaudited)	
		\$	\$	\$
	ICT Equipment	2,445	1,600	2,123
	Buildings	2,693	1,800	2,707
	Library Resources	664	400	513
	Furniture & Equipment	6,860	4,600	4,939
	Leased Assets	2,524	1,100	1,903
	Vehicles	635	500	635
		<u>\$15,821</u>	<u>\$10,000</u>	<u>\$12,820</u>



NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

9 CASH AND CASH EQUIVALENTS	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
BNZ Cheque A/c	36,993	10,000	34,893
BNZ Call A/c	7,623	2,060	7,338
BNZ Principal Account	-	-	10
Net Cash & Cash Equivalents and Bank Overdraft for Cash Flow Statement	\$44,616	\$12,060	\$42,241

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

Cash and cash equivalent of \$44,616 includes \$2,422 held on behalf of the Ministry for 5YA building projects.

10 ACCOUNTS RECEIVABLE	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
Debtor Ministry of Education	6,769	-	-
Interest Accrued	109	-	70
Teacher Salaries Grant Receivable	19,065	9,300	18,146
	\$25,943	\$9,300	\$18,216
Receivables from Exchange Transactions	6,878	-	70
Receivables from Non-Exchange Transactions	19,065	9,300	18,146
	\$25,943	\$9,300	\$18,216

11 INVESTMENTS	2018 Actual	2018 Budget (Unaudited)	2017 Actual
Current Assets	\$	\$	\$
Short-Term Bank Deposits with Maturities Greater than 3 months and no Greater than 1 year	74,381	74,000	72,114



NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

12 PROPERTY, PLANT & EQUIPMENT

2018	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
Buildings	56,444	-	-	-	(2,693)	53,751
Leased Assets	4,583	3,867	-	-	(2,524)	5,927
Furniture & Equipment	30,575	4,098	-	-	(6,860)	27,814
Information and Communication Technology	7,590	2,033	-	-	(2,445)	7,177
Motor Vehicles	1,797	-	-	-	(635)	1,162
Library Resources	5,313	-	-	-	(664)	4,649
Balance at 31 December 2018	\$106,302	\$9,998	-	-	\$(15,821)	\$100,480

2018	Cost or Valuation	Accumulated Depreciation	Net Book Value
Furniture & Equipment	95,123	67,309	27,814
Buildings	98,115	44,364	53,751
Library Resources	15,447	10,798	4,649
ICT Equipment	43,868	36,691	7,177
Vehicles	6,347	5,185	1,162
Leased Assets	12,673	6,746	5,927
Balance at 31 December 2018	\$271,573	\$171,093	\$100,480



NGUTUNUI ENVIRO SCHOOL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

2017	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
Buildings	59,151	-	-	-	(2,707)	56,444
Leased Assets	1,986	4,500	-	-	(1,903)	4,583
Furniture & Equipment	19,527	15,988	-	-	(4,939)	30,575
Information and Communication Technology	6,548	3,165	-	-	(2,123)	7,590
Motor Vehicles	2,432	-	-	-	(635)	1,797
Library Resources	3,943	1,883	-	-	(513)	5,313
Balance at 31 December 2017	\$93,586	\$25,536	-	-	\$(12,820)	\$106,302

2017	Cost or Valuation	Accumulated Depreciation	Net Book Value
Furniture & Equipment	91,024	60,449	30,575
Buildings	98,115	41,671	56,444
Library Resources	15,447	10,134	5,313
ICT Equipment	41,836	34,246	7,590
Vehicles	6,347	4,550	1,797
Leased Assets	8,805	4,222	4,583
Balance at 31 December 2017	\$261,574	\$155,272	\$106,302

13	ACCOUNTS PAYABLE	2018 Actual	2018 Budget (Unaudited)	2017 Actual
		\$	\$	\$
	Operating Creditors	6,768	6,700	10,196
	Employee Benefits Payable - Salaries	21,702	9,300	19,042
	Employee Benefits Payable - Leave Accrual	-	-	2,568
		\$28,470	\$16,000	\$31,806
	Payables for Exchange Transactions	28,470	16,000	31,806
		\$28,470	\$16,000	\$31,806

The carrying value of payables approximates their fair value.



NGUTUNUI ENVIRO SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

14	<i>PROVISION FOR CYCLICAL MAINTENANCE</i>	2018	2018	2017
		Actual	Budget (Unaudited)	Actual
		\$	\$	\$
	Provision at Start of the Year	34,600	41,800	6,636
	Increase to the Provision During the Year	959	-	1,759
	Adjustment to Provision	5,641	-	25,405
	Provision at the end of the Year	<u>41,200</u>	<u>41,800</u>	<u>33,800</u>
	Cyclical Maintenance - Current	-	800	-
	Cyclical Maintenance - Term	41,200	41,000	33,800
		<u>\$41,200</u>	<u>\$41,800</u>	<u>\$33,800</u>

The Board has a cash management plan to ensure that sufficient cash is available to meet all maintenance obligations as they fall due over the next 10 years. The amount recognised as a provision is the best estimate of the expenditure required to settle the present obligations at the balance sheet date. The provision has not been adjusted for inflation and the effect of the time value of money.

15	<i>FINANCE LEASE LIABILITY</i>	2018	2018	2017
		Actual	Budget (Unaudited)	Actual
	The school has entered into finance lease agreements as follows:			
	Not later than one year	2,293	2,200	1,273
	Later than one year and not later than five years	4,283	4,200	3,614
		<u>6,576</u>	<u>6,400</u>	<u>4,887</u>
	Current Liability	2,293	2,200	1,273
	Non Current Liability	4,283	4,200	3,614
		<u>\$6,576</u>	<u>\$6,400</u>	<u>\$4,887</u>



NGUTUNUI ENVIRO SCHOOL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

**FUNDS HELD FOR CAPITAL
WORKS PROJECTS**

16

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

	2018	Opening	Receipts from MOE	Payments	BOT Contribution	Closing Balance
10YPP Planning	Completed	-	3,900	4,543	643	-
Asbestos Removal	In Progress	-	16,645	17,949	-	(1,304)
Library/Workspace Ext.	In Progress	10,517	-	8,095	-	2,422
		<u>\$10,517</u>	<u>\$20,545</u>	<u>\$30,587</u>	<u>\$643</u>	<u>\$1,118</u>

Represented by:

Funds Held on Behalf of the Ministry of Education	2,422
Funds Due from the Ministry of Education	(1,304)
	<u>\$1,118</u>

	2017	Opening	Receipts from MOE	Payments	BOT Contribution	Closing Balance
Library/Workspace Ext.	In Progress	(4,901)	24,617	9,199	-	10,517
		<u>\$(4,901)</u>	<u>\$24,617</u>	<u>\$9,199</u>	<u>-</u>	<u>\$10,517</u>

17 RELATED PARTY TRANSACTIONS

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and condition no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

18 REMUNERATION

Key Management Personnel Compensation

Key Management Personnel of the School include all Trustees of the Board, Principal, Deputy Principal and Heads of Departments.

	2018	2017
<i>Board of Trustee and Committee Members</i>		
Remuneration	4,785	4,675
Full-time equivalent members	0.1	0.1
<i>Leadership Team</i>		
Remuneration	97,975	98,758
Full-time equivalent members	1.00	1.00
Total key management personnel remuneration	\$102,760	\$103,433
Total full-time equivalent personnel	1.1	1.1

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 the remuneration paid or payable to the Principal is in the following bands:

	2018 Actual \$000	2017 Actual \$000
Principal	90 - 100	90 - 100
Benefits and other emoluments	2 - 3	1 - 2
Termination Benefits		



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

Other Employees

No other Employee received total remuneration over \$100,000 (31 December 2017: \$Nil).

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

19	COMPENSATION AND OTHER BENEFITS UPON LEAVING	2018	2017
	The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was as follows:	\$Nil	\$Nil

20 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.

21 COMMITMENTS

There are no capital commitments at year end (31 December 2017: \$Nil).

22 MANAGING CAPITAL

The School's capital is its equity and comprises capital contributions from the Ministry of Education for property, plant and equipment and accumulated surpluses and deficits. The School does not actively manage capital but "attempts" to ensure that income exceeds spending in most years. Although deficits can arise as planned in particular years, they are offset by planned surpluses in previous years or ensuing years.



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

23 FINANCIAL INSTRUMENTS

The carrying amount of Financial Assets & Liabilities in each on the Financial Instrument are as follows:

Cash & Receivables

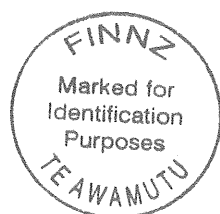
	<i>2018 Actual</i>	<i>2018 Budget (Unaudited)</i>	<i>2017 Actual</i>
	\$	\$	\$
Cash and Cash Equivalents	44,616	12,060	42,241
Receivables	25,943	9,300	18,216
Investments - Term Deposits	74,381	74,000	72,114
Total Cash and Receivables	<u>\$144,940</u>	<u>\$95,360</u>	<u>\$132,571</u>

Financial Liabilities measured at amortised cost

Payables	28,470	16,000	31,806
Borrowings - Loans	-	-	-
Finance Leases	6,576	6,400	4,887
Total Financial Liabilities Measured at Amortised Cost	<u>\$35,046</u>	<u>\$22,400</u>	<u>\$36,693</u>

24 EVENTS AFTER BALANCE DATE

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



INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF NGUTUNUI SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

The Auditor-General is the auditor of Ngutunui School (the School). The Auditor-General has appointed me, Jonathan Hurst, using the staff and resources of Finnz Limited, 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 4 to 26 that comprise the statement of financial position as at 31 December 2018, the statement of comprehensive revenue & expense, statement of changes in net assets/equity, and statement of cashflows 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
 - financial performance and cashflows 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 31st 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 Analysis of Variance Report, Kiwisport Note, and Trustee list, but does not include the financial statements, and our auditor's report thereon.

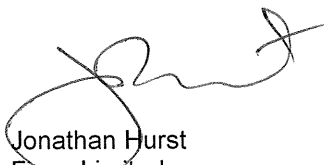
Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

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

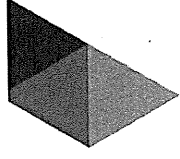
We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing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

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



Jonathan Hurst
Finnz Limited
On behalf of the Auditor-General
Te Awamutu, New Zealand

Analysis of Variance Report 2018



School Name:	Ngutunui Enviro School	School Number:	1853
Strategic Aim:	All students are able to access the New Zealand Curriculum as evidenced by progress and achievement in relation to the National Standards.		
Annual Aim:	80% percent of the 2018 cohort of Year 1 to 7 students to be writing at the appropriate NZC level in Writing,		
Target:	70% of Year 6 and 7 students to be At or Above the appropriate NZC level by the end of 2018.		
Baseline Data:	<ul style="list-style-type: none"> • 73% of students in Years 1-7 are working at the appropriate level • 27% of students are below. • 50% of Year 6 (6 students) students are working at the appropriate NZC. Of these 50% of boys (1/2) and 50% (2/4) of girls are at the appropriate NZC level. 50% of Maori Girls (1/2) are working at the appropriate NZC level. • 80% of Year 7 students (4/5) are not working at the appropriate NZC level. 60% (3/5) are below and 20% (1/5) are well below. 100% (1) Maori Girl is working at the Appropriate NZC level while 100% (1) Maori Boy is working well below the appropriate NZC level. 		

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>
<ul style="list-style-type: none"> • Provided staff PLD for identified need to support teaching and learning for these targets Writing students from the Institute for Professional Learning focused on setting up a teacher inquiry on target students. Teachers were involved in mentoring and coaching as they worked through their learning inquiries. Collected student voice to show understanding and learning. • Implemented play base learning in junior classroom to increase vocab skills. • Developed strong moderation practices within the school to ensure accurate and consistent interpretation of assessments using E-Asttle writing samples. • Ensured robust and regular assessment occurs, including OTJ's, to inform deliberate acts of teaching. Moderation to be included cross cluster schools. • Involved students' parents/caregivers to assist in identifying learning barriers and provide strategies to support supplementary learning at home or in the classroom. 	<ul style="list-style-type: none"> • 69% (31 Students) of our school have met or exceeded the NZC Level • We have similar numbers of students below the NZCL from 2017 – 2018 (13 students) • Both Y5 and Y7 students have reduced the students of students working below the NZCL from the start of the start (100% below at – 60% below) 10 students to 6 students. The two Maori students in this cohort has global learning needs and are below the NZCL. • Y1-3 students 84% of these students are working at or above NZCL. • Students using Kid Speak Progressions in classrooms to monitor their own writing and to set their next learning steps from – Identified Student Agency. 	<ul style="list-style-type: none"> • Teaching staff feel competent and equipped to provide specific, relevant and valuable learning experiences that promote accelerated progress for target students. • Teachers effectively reflecting and inquiring into their practice centred on accelerating the learning of their target students. • Appraisal and Staff meetings focused on writing and the teachers target groups helped to keep focus and work through issues and celebrate successes as a team • Students taking greater ownership of their learning through self-assessment of writing against Literacy Progression Exemplars. • Staff have access to the resources and equipment needed to support progress for these students. • Staff have an improved understanding of the Learning progressions for Writing and improved collaboration in making accurate OTJs through successful PD and unified assessment practices • Staff have access to relevant and appropriate Writing assessment resources and are able to utilise these effectively when planning teaching and learning for individual students which is consistent throughout the school, supporting moderation. 	<ul style="list-style-type: none"> • Year 5 & Y7 still remains our "cohorts of concern" with over half not meeting this year's standard however, every other year group only has one or two students under standard. • Teacher inquiry has led to significant improvements in their own learning and acceleration for their target learners. Professional development must continue in this area. • Continue to work collaboratively school wide on assessment practices and moderation through the e-Asttle tool, including developing a long term tracking tool for individual students as they move through the school. • Implement staff workshops developing understanding of the PACT tool. How this may be a better tool for moderation especially with junior students writing.

- Continued the use of Steps Web for identified priority Learners.
- Ensure implementation and teacher modelling of the school values and ongoing development of an environment that promotes wellbeing and self-awareness for each student. This created a learning environment which helps motivate students and builds confidence for risk-taking with learning.

- Parents/caregivers feel empowered to support their children with learning which benefits and empowers students and promotes accelerated progress. They also have the confidence to understand how their individual students are progressing.
- Students have access to ICT devices and Literacy programmes that are able to support and motivate them.
- Assessment of students' learning needs are supported by outside experts and who may be able to access further learning support in addition to that provided by the school, so increasing the acceleration of achievement.

Planning for next year:

- Writing should continue to be a focus for professional development and teacher inquiry leading into 2019
- Continue to track all students in SMS and Literacy Writing Wedge Graphs.
- Authentic experiences STE(A)M should be included in planning to give students real experiences to write about.
- Introduce the PACT tool to direct student signposts at each level.
- Maintain teacher moderation of student writing through the PACT tool.
- Include our spelling programme into our writing.
- Continue staff development in this area with the support from the Institute for Professional learning and our Rural Roses Cluster.
- Investigate strategies to engage/motivate boys in writing

NGUTUNUI ENVIRO SCHOOL

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Te Awamutu
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E. office@ngutunui.school.nz



Bailey Ingham Accountants
18 Maniapoto Street
Otorohanga
25/2/2019

KIWISPORT FUNDING IN OUR SCHOOL

Please find herewith information regarding our school's spending of the 2018 KiwiSport Funding provided by the Ministry of Education in our school's Bulk Grant, ie \$668.27

- Waipa Swimming Lessons- Te Awamutu Event Centre \$81.00
- Inter-School Activity Fee \$38.30 (GST Inclusive)
- PE Gear \$88.00
- Safety Vest Nz \$42.33
- Soccer balls - \$44.00 + 39.00 (reimburse M Chettleburgh)
- Sun Screen 27.84
- Swim Caps \$38.50
- Jump Jam Licence \$203.55
- Sunscreen \$11.00
- LWSA Subscription \$100.00
- \$20.80
- Total Education Solution Ltd \$125.70 Junior balls and Athletics equipment

This totals \$751.43 excluding GST.

Yours sincerely



Michelle Chettleburgh
Principal