

FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Bay of Islands College
 Postal address: PO Box 58, Kawakawa 0243
 Primary contact name: Lynda Scott
 Telephone: 021 040 3643 Email: lsc@boic.school.nz

B. Secondary Contact Name

Name: Dave Scott Telephone: 021 054 7608
 Email: dsc@boic.school.nz

C. Organisation Details

1. Is your organisation registered for GST?

No ☐ Yes - give number 11581927

2. How many members belong to your club/organisation? 348

3. Will the travel subsidy benefit participants aged between 5 and 19 (please circle) YES NO
 (If so how many participants) approximately 125

4. How many participants are aged between 5-12 yrs 6

5. How many participants are aged between 13-19 yrs 119

6. What percentage of your participants are new to this sporting activity? approx. 30 %

7. What is this funding going to be used for? (Briefly explain)

To assist with travel to local & regional
competitions from 1st November 2019 to
31st March 2020.
(see attached letter for further details)

D. Financial Details

1. Budget

TOTAL budget required \$ 1060

Your contribution \$ 300

*Other funders/parent contributions \$ 310

This Application Is For \$ 450

* The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

2. Please briefly explain where/how you have sought funding from other organisations and if so what was the result.

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
Parent Contribution	\$310	Will vary

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Lynda Scott

Position in organisation / title: Sport Coordinator

Signature: Lynda Scott Date: 23/9/19

2. Name: Dave Scott

Position in organisation / title: HOD Sport / PE Teacher

Signature: Dave Scott Date: 25/9/19

Checklist:

- ☒ 1. If you have applied for funding in the past please ensure a **project report form** has been completed and returned (this can affect your eligibility)
- ☒ 2. Have you answered every question?
- ☒ 3. Is your balance sheet or financial statement attached?
- ☒ 4. Is your deposit slip attached? (in case your application is approved)
- ☒ 5. Is your draft travel calculation breakdown attached? (refer to your Sport Northland representative).



Bay of Islands College

Principal: Mrs Edith Painting-Davis
PGDipEd, BEd Tchg, DipT, Dip Te Reo M
KAWAKAWA NEW ZEALAND



23 September 2019

Rural Travel Fund
Far North District Council
Private Bag 752
KAIKOHE 0440

Kia ora

Re: Summer Round Far North Rural Travel Fund

Bay of Islands College is a Decile 2 school, which is committed to providing sporting opportunities for our young people. We have identified a number of barriers to participation and we endeavour to overcome those and unfortunately the rising costs for students to take part in sport had deterred many students from actively engaging in competitive sport. We are committed to maintaining our participation level, but to do this, we are applying for funding from the summer round of the Far North District Rural Travel Fund to assist in helping our students to be physically active in competitions in Northland and beyond.

Bay of Islands College is seeking assistance in the amount of **\$450** for the following codes:
(Please note that all estimates are worked out at .55c per km).

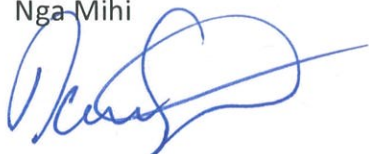
Jnr Touch (Kaikohe)	2 x Vans	=	\$ 80
Jnr Volleyball (Whangarei)	1 x Van	=	\$ 60
Sp. Olympics Athletics (Whangarei)	1 x Van	=	\$ 60
Yr 9 Surf School (Sandy Bay over two days)	2 x Vans	=	\$ 200
Snr Touch (Kaikohe)	2 x Vans	=	\$ 80

Swimming (Dargaville)	1 x Van	=	\$ 80
Snr Volleyball (Whangarei)	1 x Van	=	\$ 60
Futsal (Whangarei)	2 x Vans	=	\$ 120
Athletics (Whangarei)	2 x Vans	=	\$ 120
Waka Ama	2 x Vans 1 x Private Vehicle	=	\$ 200

TOTAL = \$1060

Thank you in advance for your time and consideration in assisting our young people to be physically active in sport.

Nga Mihi



Dave Scott
HOD Sport



Lynda Scott
Sport Coordinator



ASB BANK LIMITED
PAIHIA

Deposit

Date _____

Depositor's Name _____

Reference

Credit account of _____

BAY OF ISLANDS COLLEGE
- BOARD OF TRUSTEES -

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		
\$		

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

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Bay of Islands College

Annual Report

for the year ended 31 December 2018

School Directory:

Ministry Number: 8
Principal: John Paitai
School Address: 1 - 9 Derrick Street, Kawakawa
School Postal Address: P O Box 58, Kawakawa 0243
School Phone: 09 404 1055
School Email: info@boic.school.nz

Members of the Board of Trustees:

Name	Position	How Position Gained
Delwyn Bristow	Chairperson	Elected
	Parent Rep	
John Paitai	Principal	ex Officio
Roger Dephoff	Parent Rep	Elected
Patricia Simeon	Parent Rep	Elected
Kelly Stratord	Parent Rep	Elected
Jason Tane	Parent Rep	Co-opted
Chris Serfontein	Staff Rep	Elected July 2018
Jessie Henwood	Student Rep	Elected March 2018
Karlos Croft	Student Rep	Elected September 2018

Accountant / Service Provider: Russell Wilkinson

Bay of Islands College

Annual Report

for the year ended 31 December 2018

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Bay of Islands College

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.

Dewyn ML Binstow

Full Name of Board Chairperson



Signature of Board Chairperson

21.5.19

Date

Edith Panting-Davis

Full Name of Principal



Signature of Principal

21.05.2019

Date

Bay of Islands College

Statement of Comprehensive Revenue and Expense

for the year ended 31 December 2018

		2018	2018	2017
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Revenue				
Government grants	2	4,406,689	4,303,565	4,384,904
Locally raised funds	3	377,233	139,070	307,952
Interest earned		3,595	4,000	9,853
		<u>4,787,517</u>	<u>4,446,635</u>	<u>4,702,709</u>
Expenses				
Locally raised funds	3	297,937	96,552	324,356
Learning resources	4	3,113,554	3,351,024	3,206,751
Administration	5	387,290	203,364	429,223
Finance costs		1,553	-	6,053
Property	6	954,583	912,746	1,062,919
Depreciation	7	97,750	120,000	101,444
Loss on disposal of property, plant and equipment		2,430	-	28,423
		<u>4,855,097</u>	<u>4,683,686</u>	<u>5,159,169</u>
Net Surplus / (Deficit) for the year		<u>(67,580)</u>	<u>(237,051)</u>	<u>(456,460)</u>
Other comprehensive revenue and expenses		-	-	-
Total comprehensive revenue and expense for the year		<u><u>(67,580)</u></u>	<u><u>(237,051)</u></u>	<u><u>(456,460)</u></u>

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

Bay of Islands College

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			
School equity	11,612	11,612	468,072
Scholarship equity reserve	74,116	74,116	74,116
	<u>85,728</u>	<u>85,728</u>	<u>542,188</u>
 Total comprehensive revenue and expense for the year - equity reserve	 (67,580) -	 (237,051) -	 (456,460) -
Capital contributions from the Ministry of Education:	50,000	-	-
Contribution - furniture and equipment grant	12,778	-	-
Equity at 31 December	<u><u>80,926</u></u>	<u><u>(151,323)</u></u>	<u><u>85,728</u></u>
 Retained Earnings	 80,926	 (225,439)	 11,612
Reserves	-	74,116	74,116
Equity at 31 December	<u><u>80,926</u></u>	<u><u>(151,323)</u></u>	<u><u>85,728</u></u>

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

Bay of Islands College

Statement of Financial Position

as at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Assets				
Cash and cash equivalents	8	95,123	(205,104)	(5,224)
Accounts receivable	9	346,263	137,212	137,212
GST receivable		-	15,285	15,285
Prepayments		17,622	14,304	14,304
Inventories	10	34,441	51,383	51,383
Investments	11	-	-	-
Funds owing for capital works projects	18	-	-	40,374
		<u>493,449</u>	<u>13,080</u>	<u>253,334</u>
Current Liabilities				
Accounts payable	13	306,698	264,178	269,471
GST Payable		10,334	-	-
Revenue received in advance	14	33,154	-	19,715
Provision for cyclical maintenance	15	65,723	22,590	53,435
Painting contract liability - current portion	16	33,183	20,817	44,098
Finance lease liability - current portion	17	12,011	6,152	20,669
Funds held for capital works projects	18	123,244	-	-
		<u>584,347</u>	<u>313,737</u>	<u>407,388</u>
Working Capital Surplus		(90,898)	(300,657)	(154,054)
Non Current Assets				
Property, plant and equipment	12	351,974	314,091	414,091
Investments		-	76,226	76,226
		<u>351,974</u>	<u>390,317</u>	<u>490,317</u>
Non Current Liabilities				
Provision for cyclical maintenance	15	171,794	240,606	223,189
Painting contract liability - term portion	16	-	-	20,817
Finance lease liability - term portion	17	8,356	377	6,529
		<u>180,150</u>	<u>240,983</u>	<u>250,535</u>
Net Assets		<u>80,926</u>	<u>(151,323)</u>	<u>85,728</u>
Equity		<u>80,926</u>	<u>(151,323)</u>	<u>85,728</u>



Signature of Board Chairperson

21.5.19

Date



Signature of Principal

21.5.19

Date

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

Bay of Islands College

Statement of Cash Flows

for the year ended 31 December 2018

		2018	2018	2017
	Note	Actual	Budget (Unaudited)	Actual
		\$	\$	\$
Cash flows from Operating Activities				
Government grants		1,232,413	1,133,565	1,309,508
Locally raised funds		395,526	119,355	281,297
Goods and Services Tax (net)		2,648	-	(851)
Payments to employees		(686,955)	(595,491)	(898,879)
Payments to suppliers		(926,190)	(816,916)	(913,685)
Interest paid		(1,553)	-	(6,053)
Interest received		3,680	4,000	10,820
Net cash from / (to) the operating activities		<u>19,569</u>	<u>(155,487)</u>	<u>(217,843)</u>
Cash flows from Investing Activities				
Purchase of PPE (and Intangibles)		(20,389)	(20,000)	(100,470)
Proceeds from sale of investments		76,226	-	59,818
Net cash from / (to) the investing activities		<u>55,837</u>	<u>(20,000)</u>	<u>(40,652)</u>
Cash flows from Financing Activities				
Capital injection		50,000	-	-
Furniture and equipment grant		12,778	-	-
Finance lease payments		(16,588)	(20,669)	(30,749)
Painting contract payments		(31,732)	(44,098)	(31,733)
Funds held for capital works projects		10,483	40,374	(6,325)
Net cash from Financing Activities		<u>24,941</u>	<u>(24,393)</u>	<u>(68,807)</u>
Net increase/(decrease) in cash and cash equivalents		<u>100,347</u>	<u>(199,880)</u>	<u>(327,302)</u>
Cash and cash equivalents at the beginning of the year	8	(5,224)	(5,224)	322,078
Cash and cash equivalents at the end of the year	8	<u>95,123</u>	<u>(205,104)</u>	<u>(5,224)</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 excluded.

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

Bay of Islands College

Notes to the Financial Statements

for the year ended 31 December 2018

1. Statement of Accounting Policies

a) Reporting entity

Bay of Islands College (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 the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

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

Basis of Preparation

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

Financial reporting standards applied

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

PBE Accounting Standards Reduced Disclosure Regime

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

Measurement base

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

Presentation currency

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

Specific accounting policies

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

Critical Accounting Estimates and Assumptions

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

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

Useful lives of property, plant and equipment

The School reviews the estimated lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of 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 operating or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 17.

Recognition of grants

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

c) Revenue Recognition**Government grants**

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

Operational grants are recorded as revenue when the School has 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 land and buildings which are owned by the Crown.

Other Grants

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

Donations, Gifts and Bequests

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

Interest revenue

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

d) Use of Land and Buildings Expense

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

e) Operating Lease Payments

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

f) Finance Lease Payments

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

g) Cash and Cash Equivalents

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

h) Accounts Receivable

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

i) Inventories

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

j) Investments

Bank term deposits for periods exceeding 90 days are classified as investments and are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance.

After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

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 Schedule 6 para 28 of the Education Act 1989 in relation to the acquisition of securities.

k) Property, Plant, and Equipment

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

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

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

Property, plant and equipment acquired with individual values under \$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.

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	40 years
Furniture and equipment	10 years
Information and communication technology	5 years
Motor vehicles	5 years
Textbooks	3 years
Minor equipment	5 - 10 years
Leased assets held under a finance lease	4 years
Library resources	12.5% diminishing value

I) Intangible Assets

Software costs

Computer software acquired by the School is capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with subsequent maintenance and licensing of software are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software with individual values under \$500 are not capitalised. They are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. Its fair value can be assessed at time of acquisition if no other methods lead to a fair value determination. Computer software purchased directly from suppliers at market rates are considered exchange transactions and the fair value is the amount paid for the software.

The carrying value of software is amortised on a straight line basis over its estimated useful life. The useful life of software is estimated as four years. The amortisation charge for each period and any impairment loss is recorded in the Statement of Comprehensive Revenue and Expense.

m) Impairment of Property, Plant and Equipment and Intangible Assets

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

Non cash generating assets

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

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

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

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

n) Accounts Payable

Accounts payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

o) Employee Entitlements

Short-term employee entitlements

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

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

p) Revenue Received in Advance

Revenue received in advance relates to Ministry of Education grants and fees received from students 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.

q) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

r) 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 the 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 10-year property plan (10YPP).

s) 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.

t) 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 Statement of Cash Flows.

Commitments and contingencies are disclosed exclusive of GST.

u) Budget Figures

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

v) 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.

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
2. Government grants			
Operational grants	1,102,406	1,047,507	1,119,295
Teachers' salaries grants	2,474,818	2,600,000	2,446,990
Use of land and buildings grants	653,657	570,000	651,798
Other MOE grants	102,334	86,058	60,679
Other government grants	73,473	-	106,142
	<u>4,406,689</u>	<u>4,303,565</u>	<u>4,384,904</u>

3. Locally raised funds

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

Revenue

Donations	3,309	4,300	11,485
Fundraising	346	12,800	-
Other revenue	50,809		
Activities	282,306	21,550	182,412
Trading	40,463	100,420	114,055
	<u>377,233</u>	<u>139,070</u>	<u>307,952</u>

Expenses

Activities	247,781	13,600	120,010
Trading	44,074	82,952	204,346
Other	6,082	-	-
	<u>297,937</u>	<u>96,552</u>	<u>324,356</u>

Surplus (deficit) for the year locally raised funds

	<u>79,296</u>	<u>42,518</u>	<u>(16,404)</u>
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4. Learning resources

Curricular	133,957	154,084	198,423
Equipment repairs	-	5,800	6,379
Information and communication technology	46,722	57,958	67,062
Extra-curricular activities	27,649	28,271	40,469
Lease costs	51,992	69,368	52,785
Library resources	263	1,389	860
Other costs	6,533	50,800	28,989
Employee benefits - salaries	2,837,118	2,802,000	2,518,030
Resource/attached teacher costs	-	171,854	280,656
Staff development	9,320	9,500	13,098
	<u>3,113,554</u>	<u>3,351,024</u>	<u>3,206,751</u>

5. Administration

Audit fees	7,565	7,500	7,344
Board of Trustees fees	4,104	5,150	4,135
Board of Trustees expenses	4,213	3,630	4,577
Communication	6,235	4,462	3,223
Consumables	17,774	13,500	3,204
Other	35,417	29,350	21,382
Employee benefits - salaries	302,167	130,942	374,200
Insurance	5,067	4,830	5,029
Service providers, contractors, consultancy	4,748	4,000	6,129
	<u>387,290</u>	<u>203,364</u>	<u>429,223</u>

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
6. Property			
Caretaking and cleaning consumables	16,046	10,200	10,171
Consultancy and contract services	78,383	85,001	89,406
Cyclical maintenance expense	(39,107)	39,917	83,377
Grounds	11,219	9,100	9,999
Heat, light, and water	76,869	71,021	71,229
Rates	9,022	8,400	8,203
Repairs and maintenance	62,582	26,683	53,312
Use of land and buildings	653,657	570,000	651,798
Security	9,665	10,200	10,384
Employee benefits - salaries	76,247	82,224	75,040
	<u>954,583</u>	<u>912,746</u>	<u>1,062,919</u>

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

7. Depreciation

Buildings	426		426
Investment properties	2,534		2,535
Furniture and equipment	22,917		23,106
Information and communication technology	11,618		19,588
Minor equipment	15,439		11,340
Motor vehicles	18,098		14,766
Textbooks	5,461		4,833
Leased assets	18,018		21,346
Library resources	3,239		3,504
	<u>97,750</u>	<u>120,000</u>	<u>101,444</u>

8. Cash and Cash Equivalents

ASB Current account	95,023	(205,204)	(5,324)
Cash on hand	100	100	100
Short term bank deposits with a maturity of three months or less	-	-	-
Cash and cash equivalents for Statement of Cash Flows	<u>95,123</u>	<u>(205,104)</u>	<u>(5,224)</u>

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

9. Accounts Receivable

Receivables	34	4,888	4,888
Receivables from the Ministry of Education	176,106	-	-
Interest receivable	-	85	85
Teacher salaries grant receivable	<u>170,123</u>	<u>132,239</u>	<u>132,239</u>
	<u>346,263</u>	<u>137,212</u>	<u>137,212</u>
Receivables from exchange transactions	311,245	4,973	4,973
Receivables from non-exchange transactions	<u>170,123</u>	<u>132,339</u>	<u>132,339</u>
	<u>481,368</u>	<u>137,312</u>	<u>137,312</u>

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
10. Inventories			
Stationery	1,318	3,628	3,628
Uniforms	33,123	47,755	47,755
	<u>34,441</u>	<u>51,383</u>	<u>51,383</u>

11. Investments

The School's investment activities are classified as follows:

Current Asset

Short term bank deposits

-	-	-
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Non-Current Asset

Long term bank deposits

-	76,226	76,226
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The carrying value of long term deposits longer than 12 months approximates their fair value at 31 December 2017.

12. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2018						
Buildings	10,912	-	-	-	(426)	10,486
Investment properties	68,753	-	-	-	(2,534)	66,219
Furniture and equipment	120,948	9,905	(969)	-	(22,917)	106,967
Information and communication	36,271	1,200	(1,048)	-	(11,618)	24,805
Minor equipment	49,278	5,470	(413)	-	(15,439)	38,896
Motor vehicles	69,921	-	-	-	(18,098)	51,823
Textbooks	9,698	2,431	-	-	(5,461)	6,668
Leased assets	23,785	17,674	-	-	(18,018)	23,441
Library resources	24,525	1,383	-	-	(3,239)	22,669
Balance at 31 December 2018	<u>414,091</u>	<u>38,063</u>	<u>(2,430)</u>	<u>-</u>	<u>(97,750)</u>	<u>351,974</u>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018			
Buildings	15,767	5,281	10,486
Investment properties	101,380	35,161	66,219
Furniture and equipment	689,668	582,701	106,967
Information and communication technology	230,960	206,155	24,805
Minor equipment	282,687	243,791	38,896
Motor vehicles	112,052	60,229	51,823
Textbooks	164,169	157,501	6,668
Leased assets	93,521	70,080	23,441
Library resources	91,126	68,457	22,669
Balance at 31 December 2018	<u>1,781,330</u>	<u>1,429,356</u>	<u>351,974</u>

12. Property, Plant and Equipment (cont'd)

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2017						
Buildings	18,578	-	(7,240)	-	(426)	10,912
Investment properties	71,288	-	-	-	(2,535)	68,753
Furniture and equipment	153,166	7,832	(16,944)	-	(23,106)	120,948
Information and communication	53,013	4,395	(1,549)	-	(19,588)	36,271
Minor equipment	33,278	28,311	(971)	-	(11,340)	49,278
Motor vehicles	35,518	49,169	-	-	(14,766)	69,921
Textbooks	8,171	6,360	-	-	(4,833)	9,698
Leased assets	41,036	4,095	-	-	(21,346)	23,785
Library resources	25,345	4,403	(1,719)	-	(3,504)	24,525
Balance at 31 December 2017	439,393	104,565	(28,423)	-	(101,444)	414,091

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017			
Buildings	17,967	7,055	10,912
Investment properties	101,380	32,627	68,753
Furniture and equipment	687,345	566,397	120,948
Information and communication technology	260,251	223,980	36,271
Minor equipment	285,878	236,600	49,278
Motor vehicles	112,052	42,131	69,921
Textbooks	161,737	152,039	9,698
Leased assets	75,847	52,062	23,785
Library resources	89,743	65,218	24,525
Balance at 31 December 2017	1,792,200	1,378,109	414,091

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
13. Accounts Payable			
Operating creditors	65,945	82,477	82,477
Banking staffing overuse	3,933	-	5,293
Employee entitlements - salaries	216,793	162,628	162,628
Employee entitlements - leave accrual	20,027	19,073	19,073
	306,698	264,178	269,471
Payables for exchange transactions	306,698	264,178	269,471
Payables for non-exchange transactions - taxes payable (PAYE and rates)	-	-	-
Payables for non-exchange transactions - other	-	-	-
	306,698	264,178	269,471

The carrying value of payables approximates their fair value

14. Revenue Received in Advance

Ministry of Education grants	-	-	1,570
Student and staff fees received in advance	33,154	-	18,145
	33,154	-	19,715

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
15. Provision for Cyclical Maintenance			
Provision at the start of the year	276,624	276,624	193,247
Increase to the provision during the year	(39,107)	39,917	83,377
Use of the provision during the year	-	(53,345)	-
Provision at the end of the year	<u>237,517</u>	<u>263,196</u>	<u>276,624</u>
Cyclical maintenance - current	65,723	22,590	53,435
Cyclical maintenance - term	<u>171,794</u>	<u>240,606</u>	<u>223,189</u>
	<u>237,517</u>	<u>263,196</u>	<u>276,624</u>

16. Painting Contract Liability

Current liability	33,183	20,817	44,098
Non current liability	-	-	20,817
	<u>33,183</u>	<u>20,817</u>	<u>64,915</u>

In 2006 the Board signed an agreement with Programmed Maintenance Services Ltd (the contractor) for an agreed programme of work covering a fourteen year period. The programme provides for two exterior repaints of the Ministry owned buildings in 2006 and 2013, with regular maintenance in subsequent years. The actual liability of the School is determined by the percentage of work completed by the contractor for which the contractor has not been paid at balance sheet date.

17. Finance Lease Liability

The School has entered into a finance lease agreement for security cameras, photocopy equipment and teacher laptops. Minimum lease payments payable:

No later than one year	12,011	6,152	20,669
Later than one year and no later than five years	8,356	376	6,529
Later than five years	-	-	-
	<u>20,367</u>	<u>6,528</u>	<u>27,198</u>
Future finance charges	-	-	-
	<u>20,367</u>	<u>6,528</u>	<u>27,198</u>
Current liability	12,011	6,152	20,669
Non current liability	<u>8,356</u>	<u>376</u>	<u>6,529</u>
	<u>20,367</u>	<u>6,528</u>	<u>27,198</u>

18. Funds Held for Capital Works Projects

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

2018	Opening Balances \$	Receipts from MOE \$	Payments \$	Closing Balances \$
Tech Block upgrade (in progress)	23,642	(23,642)	3,478	3,478
New Gym (in progress)	6,529	(17,343)	12,864	2,050
Flooring upgrade (in progress)	4,850	(26,550)	28,128	6,428
Boiler repair (in progress)	5,353	-	-	5,353
Doors and window repairs (in progress)	-	(11,800)	-	(11,800)
Electrical upgrade (in progress)	-	(99,944)	29,710	(70,234)
Heating replacement (in progress)	-	-	2,545	2,545
Joinery project (in progress)	-	(18,133)	3,630	(14,503)
Toilet block (in progress)	-	(20,000)	2,770	(17,230)
Shed demolition (in progress)	-	-	1,390	1,390
Site drainage & replacement works (in progress)	-	(21,391)	3,390	(18,001)
Fencing replacement (in progress)	-	(16,000)	3,280	(12,720)
	40,374	(254,803)	91,185	(123,244)

Represented by:

Funds held on behalf of the Ministry of Education
Funds due from the Ministry of Education

123,244

-

123,244

2017	Opening Balances \$	Receipts from MOE \$	Payments \$	Closing Balances \$
Tech Block upgrade (in progress)	25,884	-	(2,242)	23,642
C Block roofing (in progress)	2,252	-	(2,252)	-
New Gym (in progress)	1,063	-	5,466	6,529
Rationalisation (in progress)	4,850	-	-	4,850
Boiler repair (in progress)	-	-	5,353	5,353
	34,049	-	6,325	40,374

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 conditions 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 includes all Trustees of the Board, Principal, Deputy Principals and Heads of Departments.

	2018 Actual \$	2017 Actual \$
Board Members		
Remuneration	4,104	4,135
Full time equivalent members	0.25	0.11
Leadership Team		
Remuneration	1,031,934	1,030,205
Full time equivalent members	11.00	11.30
Total key management personnel remuneration	1,036,038	1,034,340
Total full time equivalent personnel	11.25	11.41

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

Principal

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

	2018 Actual \$000	2017 Actual \$000
Salaries and other short term employee benefits:		
Salary and other payments	140 - 150	140 - 150
Benefits and other emoluments	0 - 10	0 - 10
Termination benefits	Nil	Nil

Other Employees

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

Remuneration \$000	2018 FTE	2017 FTE
100 - 110	2	2

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 members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	2018 Actual	2017 Actual
Total value	\$ 12,000	Nil
Number of people	1	Nil

22. Contingencies

There are no contingent liabilities (except as listed 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 on behalf of school boards of trustees, through payroll service provider Education Payroll Limited.

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

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

23. Commitments

(a) Capital Commitments

As at 31 December 2018 the Board has not entered into any contract agreements for capital works.
(Capital commitments at 31 December 2017 - nil).

(b) Operating Commitments

As at 31 December 2018 the Board has entered into the following contracts:

- (a) Painting the school under a PMS contract
- (b) Operating leases for laptops, computers and office equipment

	2018 Actual \$	2017 Actual \$
No later than one year	71,465	91,787
Later than one year and no later than five years	900	65,218
Later than five years	-	-
	<u>72,365</u>	<u>157,005</u>

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 revenue 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:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<i>Loan and receivables</i>			
Cash and cash equivalents	95,123	(205,104)	(5,224)
Receivables	346,263	152,497	152,497
Investments - term deposits	0	76,226	76,226
Total loans and receivables	441,386	23,619	223,499
<i>Financial liabilities measured at amortised cost</i>			
Payables	306,698	264,178	269,471
Finance leases	20,367	6,528	27,198
Painting contract liability	33,183	20,817	64,915
Total financial liabilities measured at amortised cost	360,248	291,523	361,584

26. Events After Balance Date

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

26. Events After Balance Date

The School is experiencing financial difficulties, at balance date the School has a working capital deficit of \$90,898. The financial difficulties have arisen mainly because the School has incurred deficits over the recent years. The School is managing this by tighter budgetary control to reduce future deficits.

These financial statements are prepared on a going concern basis. The going concern assumption is dependent on the continuing support from the Ministry of Education. The Ministry of Education has confirmed it will continue to provide the School with resources, so it may meet its obligations as they fall due.

BAY OF ISLANDS COLLEGE BOARD OF TRUSTEES CONTACT DETAILS 2018

TITLE	NAME	ADDRESS	CONTACT DETAILS	CONTACT PERSON
Parent Trustee Elected May 2016	Ms Del Bristow	1/9 Boswell Street Kawakawa 0210	021898893 Mobile 0226582270 Work delbristow3@gmail.com del.bristow@ngapuhi.org	
Parent Trustee Elected August 2016	Roger Dephoff	16 Church Street Kawakawa 0210	0211907908 rogerdephoff@gmail.com	Danielle Dephoff
Parent Trustee Elected April 2017	Patricia Simeon	6 Neumann Street Kawakawa 0210	0276632504 azidzign@gmail.com	Tae Simeon
Parent Trustee Elected May 2016	Kelly Stratford	324 Paihia Road RD 2 Kawakawa 0210	021 087 31120 kelly.a.stratford@gmail.com	Jordan Stratford
Parent Trustee Co-Opted November 2017	Jason Tane	36 Lucas Road, PO Box 82 Moerewa 0244	404 0599 (Home) 404 1251 (Work) 021309 337 (Mobile) principal@moerewa.school.nz	Hori Tane
Staff Trustee Elected July 2018	Chris Serfontein	153a Omapere Road Kaikohe 0492	0210614466 csn@boic.school.nz	
Student Trustee Elected Mar 2018	Jessie Henwood Student	513 Waikino Road RD 3 KAWAKAWA 0283	henwo.jes@boic.school.nz 0220426368	
Student Trustee Elected September 2018	Karlos Croft Student	4955c James Road RD1, Matawaia KAWAKAWA 0281	croft.kar@boic.school.nz 021 142 3185	
Principal	John Paitai		jpi@boic.school.nz 09 404 1055 (BOIC) 0275285373	
NZSTA	New Zealand School Trustee Association		0800 782 435 Help Desk	www.nzsta.org.nz

Kiwisport Statement

Sport fit funding was used to assist in paying the sport fit co-ordinator wage in 2018.

VARIANCE REPORT BY PRINCIPAL FOR 2018

School name: Bay of Islands College	School number: 008
<p>Focus: Kokiri Ngatahi – “moving forward together”, achieving successful educational aspirations (Attendance + Effort = Achievement)</p>	
<p>Strategic Aim:</p> <ul style="list-style-type: none"> To improve the retention, engagement and achievement of all students in the school, particularly Maori students, with an aim of all leavers achieving at least NCEA Level 2. Improving Maori educational achievement. 	
<p>Annual Objectives:</p> <ul style="list-style-type: none"> To identify the year Yr 11- 13 students not on track with NCEA and address their learning needs. 	
<p>Target:</p> <ul style="list-style-type: none"> 85% students achieve Level 2 before leaving College 75% of Yr 11 students undertaking a full NCEA course gain Level 1 20% reduction of stand downs and suspensions 85% students gain Literacy & Numeracy L 1 credits 16+ credits average achieved per student L. 1-3 subjects 5% increase in Endorsed Certificates 50% of Yr 13 students who have the opportunity to gain UE 85+ % average attendance 	<p>Not Achieved 78.6% Not achieved 61.5% Not Achieved Not Achieved Not achieved Not achieved Achieved L2 Merit, L3 Excellence Not achieved Not Achieved</p>
<p>NCEA Baseline data: (2017) (2018)</p> <p>Level 1 - 71.9% 61.5%, Literacy, 78.3% 79.2% Numeracy 79.7% 75.0%, <i>Improvement in Literacy only at Level 1</i></p> <p>Level 2 – 74.1% 78.6 % Literacy 95.4% 96.4%, Numeracy 95.4% 98.2%, <i>Improvement in all three areas at Level 2</i></p> <p>Level 3 – 75.9% 51.0% Literacy 95.7% 93.09%, Numeracy 97.8% 91.8%, <i>No Improvement in Level 3</i></p> <p>UE 26.7% 26.5%</p>	

Actions (what did we do?)	Outcomes (what happened?)	Reasons for the variance (why did it happen?)	Evaluation (where to next?)
1. Deans continued to use our SMS to regularly monitor the progress of identified students. Initiating interventions where required.	We did not meet our targets for NCEA Levels 1, 2 & 3	Too many courses did not achieve the 16+ credit average per course. Only 41% of courses at Level 1, 25% at Level 2 and 17% at Level 3 achieved 16+ credits. Fortunately	Staff asked to review course assessments and identify student strengths and interests to guide topics. Limiting externals to one per subject if there is a history of

			some courses were able to assist students NCEA attainment due to high credit passes. Certain combinations of courses made it impossible to gain NCEA!	low achievement. Compulsory moderation and Faculty meetings twice a term to increase Teacher accountability for student outcomes
2. Continued with PST Conferences to discuss progress on student's achievement targets and learning plan. Decision made to return to one day for both Senior and Juniors PST Conferences.	Two PST Conferences held during the year. An average of 74.9% attendance rate. Some staff regularly achieving over 90%.	Teacher efficacy- following up with the non attendees and making the interviews worthwhile for whanau and students.	Form Teachers to use their buddy teachers more when attempting to contact parents and caregivers. Senior subject teacher interviews to be trialled along with PST in 2019	
3. Increase number of course endorsements	The goal of 15% Excellence was only achieved in Level 3. The Merit endorsement targets of 30% were not met at any level.	Time management and not teaching topics to a greater width and depth of understanding.	Reduce number of credits and focus on lifting the level of understanding, including opportunities for reassessment through reteaching if possible.	
4. At risk Senior students were identified to meet regularly with a Student Support Mentor who was employed by our school.	80% of the students who were committed to the mentoring program passed NCEA.	Mentor could only work within the framework of the courses delivered and was often used as in class support for staff who had poor classroom management and/or relationships to ensure the students were supported in their learning	Continue to offer the mentoring to students who have been identified as needing support. Make regular contact with whanau of these students to explain the mentor's role and explain how they can support their child/ren	
5. Staff training of Learn, Create, Share Digital Pedagogy including use of Chromebooks at Years 9 & 10 as a tool for learning	Over 80% of students using chromebooks in 2018 enabled staff to explore various independent learning strategies eg rewindable and flipped classrooms. Regular PLD, PLGs and in school individual support as well as Digital Intensive courses for 2 staff during the year JML & HVT	Not all students or whanau have bought chromebooks as it is cost prohibitive and some students who have them do not always bring them. There is a wider use of Hapara as a mechanism for enhancing teacher feedback & feedforward and workspace/websites encourage independent learning, and make learning visible for whanau as well	Chromebooks used for Years 9-11. Lending chromebooks only to students who don't own one as indicated on the daily attendance roll. Having alternate work or sharing chromebooks for non self managing students. 12 staff to join 9 week Digital Intensive programs in 2019, 4 per course. Sharing of learning on sites around the school	
6. Community of Schools Peowhairangi CoL to set up challenges for 2018	The Proposal was sent to Ministry but was not accepted	Too many schools within the area are not part of the CoL and it included 2 preschools	Suggest focusing on a collective goal that is robust and universally challenging as a CoL eg closing the gap between Māori and Non Māori achievement	

<p>Planning for next year:</p> <p>Continue to work with SMS provider and staff to become more vigilant in tracking of student progress and data analysis.</p> <p>Continue to hold regular meeting with our Community Liaison Group Te Ropu Whakakotahi to ensure that whanau are fully advised of our plans for accelerating the achievement levels of our students.</p> <p>School continue to support community events such as the bi-annual Te Ahuareka o Ngati Hine Festival to showcase Ngati Hine iwi.</p> <p>Extend Chromebooks into the whole school by 2021</p> <p>Complete 5YA and capital works around school to improve the appearance and attractiveness of the buildings and school layout to create a safe, secure and pleasant environment for learning</p>	
Principals' endorsement:	
Board of Trustees' endorsement:	
Submission date to Ministry of Education:	

INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF BAY OF ISLANDS COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

The Auditor-General is the auditor of Bay of Islands College (the School). The Auditor-General has appointed me, Stewart Russell, using the staff and resources of PKF Francis Aickin Ltd, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of the School on pages 2 to 21, that comprise the statement of financial position as at 31 December 2018, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
 - its financial position as at 31 December 2018; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with PBE Accounting Standards (PBE IPSAS) Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting.

Our audit was completed on 21 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.

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PKF Francis Aickin Limited is a member firm of the PKF International Limited and PKF New Zealand Limited family of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member or correspondent firm or firms.

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 information included on pages 22 - 25, 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.



Stewart Russell
PKF Francis Aickin Ltd
On behalf of the Auditor-General
Kaitia, New Zealand