

JOHN MCGLASHAN COLLEGE

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

School Directory

Ministry Number: 387

Principal: Neil Garry

School Address: 2 Pilkington Street, Maori Hill, Dunedin 9010

School Postal Address: 2 Pilkington Street, Maori Hill, Dunedin 9010

School Phone: 03 467 6620

School Email: admin@mcglashan.school.nz

Members of the Board

Name	Position	How Position Gained	Term Expired/ Expires
Mr T Hannagan	Chair Person	Elected Jun 2019	Sep-22
Mr K Murdoch	Chair Person	Elected Sep 2022	Sep-25
Mr N Garry	Principal ex Officio	Appointed Jan 2014	
Mrs L Brook	Parent Representative	Elected Jun 2019	Sep-22
Mrs V Farrow	Parent Representative	Elected Jun 2019	Jan-22
Ms N Ingram	Parent Representative	Elected Jun 2019	Sep-22
Mr T Toro	Parent Representative	Elected Sep 2022	Sep-25
Mr D Stevens	Parent Representative	Elected Sep 2022	Sep-25
Mr D Stevens	Parent Representative	Apointed by Selection Mar 2022	Sep-22
Mr G Burns	Parent Representative	Elected Sep 2022	Sep-25
Mr R O'Brien	Parent Representative	Elected Sep 2022	Sep-25
Mrs A Anderson	Staff Rep	Elected Sep 2022	Sep-25
Mr M Hartono	Student Rep	Elected Sep 2022	Sep-23
Mr M Hartono	Student Rep	Elected Sep 2021	Sep-22
Mrs R Johnston	Proprietors Rep	Appointed Sep 2018	Nov-22
Mrs T Paterson	Proprietors Rep	Appointed Sep 2018	Nov-22
Mrs D Erskine	Proprietors Rep	Appointed Mar 2022	Confirmed annually
Mr K Murdoch	Proprietors Rep	Appointed Jun 2022	Sep-22

JOHN MCGLASHAN COLLEGE

Annual Report - For the year ended 31 December 2022

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Kiwisport

Good Employer

John McGlashan College

Statement of Responsibility

For the year ended 31 December 2022

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

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

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2022 fairly reflects the financial position and operations of the school.

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

Kyle David Murdoch

Full Name of Presiding Member



Signature of Presiding Member

31st May 2023

Date:

NEIL A GARRY.

Full Name of Principal



Signature of Principal

31.5.2023

Date:

John McGlashan College

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Revenue				
Government Grants	2	5,249,438	5,090,100	4,947,891
Locally Raised Funds	3	658,824	741,800	658,473
Use of Proprietor's Land and Buildings		1,874,485	1,472,600	1,472,586
Interest Income		3,336	-	241
Total Revenue		7,786,083	7,304,500	7,079,191
Expenses				
Locally Raised Funds	3	161,425	148,200	192,999
Learning Resources	4	4,973,046	5,025,700	4,739,980
Administration	5	335,476	311,200	288,590
Finance		9,197	8,900	8,788
Property	6	2,279,164	1,870,800	1,844,861
Loss on Disposal of Property, Plant and Equipment		8,285	-	19,447
		7,766,593	7,364,800	7,094,664
Net Surplus / (Deficit) for the year		19,490	(60,300)	(15,473)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		19,490	(60,300)	(15,473)

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

John McGlashan College
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Equity at 1 January		639,268	502,905	635,041
Total comprehensive revenue and expense for the year		19,490	(60,300)	(15,473)
Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		24,016	20,700	19,700
Equity at 31 December		682,774	463,305	639,268
Accumulated comprehensive revenue and expense		682,774	463,305	639,268
Reserves		-	-	-
Equity at 31 December		682,774	463,305	639,268

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

John McGlashan College

Statement of Financial Position

As at 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Current Assets				
Cash and Cash Equivalents	7	1,177,876	853,505	669,256
Accounts Receivable	8	377,315	320,000	823,510
Prepayments		13,762	5,000	22,154
Inventories	9	5,182	5,000	8,957
		<u>1,574,135</u>	<u>1,183,505</u>	<u>1,523,877</u>
Current Liabilities				
GST Payable		15,326	30,000	49,127
Accounts Payable	11	646,888	458,500	585,226
Revenue Received in Advance	12	386,747	691,500	494,599
Provision for Cyclical Maintenance	13	-	5,000	-
Finance Lease Liability	14	8,005	50,000	8,431
		<u>1,056,966</u>	<u>1,235,000</u>	<u>1,137,383</u>
Working Capital Surplus/(Deficit)		517,169	(51,495)	386,494
Non-current Assets				
Property, Plant and Equipment	10	295,700	570,000	381,578
		<u>295,700</u>	<u>570,000</u>	<u>381,578</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	13	64,031	20,200	43,435
Finance Lease Liability	14	66,064	35,000	85,369
		<u>130,095</u>	<u>55,200</u>	<u>128,804</u>
Net Assets		<u>682,774</u>	<u>463,305</u>	<u>639,268</u>
Equity		<u>682,774</u>	<u>463,305</u>	<u>639,268</u>

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

John McGlashan College

Statement of Cash Flows

For the year ended 31 December 2022

	Note	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Cash flows from Operating Activities				
Government Grants		1,389,964	1,165,900	1,200,463
Locally Raised Funds		689,577	350,000	126,357
International Students		323,865	391,800	454,153
Goods and Services Tax (net)		(33,801)	-	56,975
Payments to Employees		(1,072,294)	(943,500)	(934,376)
Payments to Suppliers		(753,915)	(567,275)	(930,144)
Interest Paid		(9,198)	(8,900)	(8,788)
Interest Received		3,336	-	241
Net cash from/(to) Operating Activities		537,534	388,025	(35,117)
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		(8,285)	-	(19,447)
Purchase of Property Plant & Equipment (and Intangibles)		(21,711)	(121,100)	(3,333)
Net cash from/(to) Investing Activities		(29,996)	(121,100)	(22,780)
Cash flows from Financing Activities				
Furniture and Equipment Grant		24,016	20,700	19,700
Finance Lease Payments		(22,934)	-	(37,887)
Net cash from/(to) Financing Activities		1,082	20,700	(18,187)
Net increase/(decrease) in cash and cash equivalents		508,620	287,625	(76,083)
Cash and cash equivalents at the beginning of the year	7	669,256	565,880	745,339
Cash and cash equivalents at the end of the year	7	1,177,876	853,505	669,256

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

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

John McGlashan College

Notes to the Financial Statements

For the year ended 31 December 2022

1. Statement of Accounting Policies

a) Reporting Entity

John McGlashan College (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education and Training Act 2020. The Board is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

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

Basis of Preparation

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

Financial Reporting Standards Applied

The Education and Training Act 2020 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as 'having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders'.

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expense 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.

Cyclical maintenance

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's best estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition. During the year, the Board assesses the reasonableness of its painting maintenance plan on which the provision is based. Cyclical maintenance is disclosed at note 13.

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the significant accounting policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 10.

Critical Judgements in applying accounting policies

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

Classification of leases

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. A lease is classified as a finance lease if it transfers substantially all risks and rewards incidental to ownership of an underlying asset to the lessee. In contrast, an operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised. Finance lease liability disclosures are contained in note 14. Future operating lease commitments are disclosed in note 19b.

Recognition of grants

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

c) Revenue Recognition

Government Grants

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

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

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

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

The property from which the School operates is owned by the Proprietor. Grants for the use of land and buildings are also not received in cash by the school however they equate to the deemed expense for using the land and buildings. This expense is based on an assumed market rental yield on the land and buildings as used for rating purposes.

This is a non-cash revenue that is offset by a non-cash expense. The use of land and buildings grants and associated expenditure are recorded in the period the School uses the land and buildings.

Other Grants where conditions exist

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

Donations, Gifts and Bequests

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

Interest Revenue

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

d) 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.

e) 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.

f) Accounts Receivable

Short-term receivables are recorded at the amount due, less an allowance for expected credit losses (uncollectable debts). The schools receivables are largely made up of funding from the Ministry of Education, therefore the level of uncollectable debts is not considered to be material. However, short-term receivables are written off when there is no reasonable expectation of recovery.

g) Inventories

Inventories are consumable items held for sale and comprised of stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of

activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

h) Property, Plant and Equipment

Land and buildings owned by the Proprietor 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 Proprietor are recorded at cost, less accumulated depreciation and impairment losses.

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

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

Finance Leases

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

Depreciation

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

The estimated useful lives of the assets are:

Furniture and equipment	10–15 years
Information and communication technology	4–5 years
Motor vehicles	5 years
Leased assets held under a Finance Lease	4 years
Library resources	12.5% Diminishing value

i) Impairment of property, plant, and equipment and intangible assets

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

Non cash generating assets

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. If such indication exists, the School estimates the asset's recoverable service amount. An impairment loss is recognised 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.

In determining fair value less costs to sell the school engages an independent valuer to assess market value based on the best available information. The valuation is based on [details of the valuer's approach to determining market value (i.e. what valuation techniques have been employed, comparison to recent market transaction etc.)].

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.

j) 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.

k) Employee Entitlements***Short-term employee entitlements***

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned, by non teaching staff, to but not yet taken at balance date.

Long-term employee entitlements

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

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

l) Revenue Received in Advance

Revenue received in advance relates to fees received from international 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.

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

m) Provision for Cyclical Maintenance

The property from which the school operates is owned by the Proprietor. 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 is a reasonable estimate, based on the school's best estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition.

The schools carries out painting maintenance of the whole school over a 7 to 10 year period, the economic outflow of this is dependent on the plan established by the school to meet this obligation and is detailed in the notes and disclosures of these accounts.

n) Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are initially recognised at fair value and subsequently measured at amortised cost, using the effective interest method.

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

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. Financial liabilities are subsequently measured at amortised cost using the effective interest method. Interest expense and any gain or loss on derecognition are recognised in surplus or deficit.

o) Borrowings

Borrowings on normal commercial terms are initially recognised at the amount borrowed plus transaction costs. Interest due on the borrowings is subsequently accrued and added to the borrowings balance. Borrowings are classified as current liabilities unless the school has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

p) 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.

q) Budget Figures

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

u) Services received in-kind

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

2. Government Grants

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Government Grants - Ministry of Education	1,352,987	1,132,800	1,163,563
Teachers' Salaries Grants	3,862,064	3,924,200	3,750,409
Other Government Grants	34,387	33,100	33,919
	<u>5,249,438</u>	<u>5,090,100</u>	<u>4,947,892</u>

3. Locally Raised Funds

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

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Revenue			
Donations & Bequests	170,380	300,000	73,991
Curriculum related Activities - Purchase of goods and services	36,613	43,300	31,024
Other Revenue	20,115	6,700	25,978
International Student Fees	431,716	391,800	527,480
	<u>658,824</u>	<u>741,800</u>	<u>658,473</u>
Expenses			
Extra Curricular Activities Costs	7,478	5,700	4,619
International Student - Student Recruitment	9	4,500	4,473
International Student - Employee Benefit - Salaries	101,478	91,000	113,780
International Student - Other Expenses	52,460	47,000	70,127
	<u>161,425</u>	<u>148,200</u>	<u>192,999</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>497,399</u>	<u>593,600</u>	<u>465,474</u>

4. Learning Resources

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Curricular	194,217	261,700	160,856
Information and Communication Technology	34,189	23,600	26,683
Library Resources	4,098	5,700	7,365
Employee Benefits - Salaries	4,611,337	4,582,900	4,387,833
Staff Development	16,412	30,700	37,756
Depreciation	112,792	121,100	119,486
	<u>4,973,045</u>	<u>5,025,700</u>	<u>4,739,980</u>

5. Administration

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Audit Fee	7,740	7,300	7,038
Board Fees	5,350	6,800	5,350
Board Expenses	21,867	28,000	11,790
Communication	16,911	20,700	20,658
Consumables	37,134	28,300	23,077
Legal Fees	13,989	10,500	10,503
Other	52,891	69,800	48,308
Employee Benefits - Salaries	169,101	124,300	148,037
Insurance	5,318	7,700	6,079
Service Providers, Contractors and Consultancy	5,175	7,800	7,750
	<u>335,476</u>	<u>311,200</u>	<u>288,590</u>

6. Property

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Caretaking and Cleaning Consumables	32,951	38,000	36,123
Consultancy and Contract Services	132,219	127,400	125,250
Cyclical Maintenance Provision	20,596	-	1,309
Heat, Light and Water	107,748	112,500	102,643
Repairs and Maintenance	50,469	50,800	53,316
Use of Land and Buildings	1,874,485	1,472,600	1,472,586
Employee Benefits - Salaries	60,696	69,500	53,633
	<u>2,279,164</u>	<u>1,870,800</u>	<u>1,844,861</u>

The use of land and buildings figure represents 5% of the school's total property value, as used for rating purposes. This is used as a 'proxy' for the market rental of the property.

7. Cash and Cash Equivalents

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
Bank Accounts	\$ 1,177,876	\$ 853,505	\$ 669,256
Cash and cash equivalents for Statement of Cash Flows	<u>1,177,876</u>	<u>853,505</u>	<u>669,256</u>

8. Accounts Receivable

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
Receivables	\$ 28,633	\$ 10,000	\$ 491,103
Receivables from the Ministry of Education	207	60,000	2,797
Teacher Salaries Grant Receivable	348,476	250,000	329,610
	<u>377,315</u>	<u>320,000</u>	<u>823,510</u>
Receivables from Exchange Transactions	28,633	10,000	491,103
Receivables from Non-Exchange Transactions	348,682	310,000	332,407
	<u>377,315</u>	<u>320,000</u>	<u>823,510</u>

9. Inventories

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
Stationery	\$ 5,182	\$ 5,000	\$ 8,957
	<u>5,182</u>	<u>5,000</u>	<u>8,957</u>

10. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2022	\$	\$	\$	\$	\$	\$
Furniture and Equipment	210,625	6,193	-	-	(53,917)	162,901
Information and Communication Technology	29,087	-	-	-	(12,167)	16,920
Leased Assets	88,507	16,708	-	-	(39,536)	65,679
Library Resources	53,359	12,298	(8,285)	-	(7,172)	50,200
Balance at 31 December 2022	381,578	35,199	(8,285)	-	(112,792)	295,700

The net carrying value of equipment held under a finance lease is \$65,678 (2021: \$88,506)

The net carrying value of motor vehicles held under a finance lease is \$0,00 (2021: \$000)

	2022	2022	2022	2021	2021	2021
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Furniture and Equipment	496,081	(333,180)	162,901	512,733	(302,108)	210,625
Information and Communication T	151,297	(134,378)	16,920	165,887	(136,800)	29,087
Motor Vehicles	11,212	(11,212)	-	11,212	(11,212)	-
Textbooks	-	-	-	-	-	-
Leased Assets	131,748	(66,070)	65,678	128,546	(40,039)	88,507
Library Resources	125,062	(74,861)	50,201	133,490	(80,130)	53,359
Balance at 31 December	915,400	(619,700)	295,700	951,867	(570,288)	381,578

11. Accounts Payable

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Creditors	102,359	48,500	90,885
Accruals	136,077	95,000	113,008
Banking Staffing Overuse	-	-	-
Employee Entitlements - Salaries	369,901	240,000	348,464
Employee Entitlements - Leave Accrual	38,551	75,000	32,869
	<u>646,888</u>	<u>458,500</u>	<u>585,226</u>
Payables for Exchange Transactions	238,437	143,500	203,893
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	408,451	315,000	381,333
Payables for Non-exchange Transactions - Other	<u>646,888</u>	<u>458,500</u>	<u>585,226</u>

The carrying value of payables approximates their fair value.

12. Revenue Received in Advance

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
International Student Fees in Advance	386,747	691,500	494,599
	<u>386,747</u>	<u>691,500</u>	<u>494,599</u>

13. Provision for Cyclical Maintenance

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Provision at the Start of the Year	43,435	43,435	42,126
Increase to the Provision During the Year	13,180	-	6,386
Use of the Provision During the Year	-	-	(5,166)
Other Adjustments	7,416	1,565	89
Provision at the End of the Year	<u>64,031</u>	<u>45,000</u>	<u>43,435</u>
Cyclical Maintenance - Current	-	5,000	-
Cyclical Maintenance - Non current	64,031	20,200	43,435
	<u>64,031</u>	<u>25,200</u>	<u>43,435</u>

The schools cyclical maintenance schedule details annual painting to be undertaken, the costs associated to this annual work will vary dependent on the requirements during the year. This plan is based on the schools 10 Year Property plan.

14. Finance Lease Liability

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

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
No Later than One Year	\$ 8,005	\$ 50,000	\$ 8,431
Later than One Year and no Later than Five Years	66,064	35,000	85,369
	<u>74,069</u>	<u>85,000</u>	<u>93,800</u>
Represented by			
Finance lease liability - Current	8,005	50,000	8,431
Finance lease liability - Non current	66,064	35,000	85,369
	<u>74,069</u>	<u>85,000</u>	<u>93,800</u>

15. Related Party Transactions

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

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

The Proprietor of the School (John McGlashan Presbyterian College Inc) is a related party of the School Board because the proprietor appoints representatives to the School Board, giving the proprietor significant influence over the School Board. Any services or contributions between the School Board and Proprietor have been disclosed appropriately, if the proprietor collects fund on behalf of the school (or vice versa) the amounts are disclosed.

The Proprietor provides land and buildings free of charge for use by the School Board as noted in Note 1(c). The estimated value of this use during the current period is included in the Statement of Comprehensive Revenue and Expense as 'Use of Land and Buildings'.

The School and Proprietor have in place a current account for inter-entity transactions. The balance of the current account at 31 December 2022 was a payable by the School of \$55,519 (2021: \$358,026 receivable). Additionally, during the year the Proprietor provided for a one-off \$165,000 donation to the School (2021: \$60,000).

16. Remuneration

Key management personnel compensation

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

	2022 Actual \$	2021 Actual \$
<i>Board Members</i> Remuneration	5,350	5,350
<i>Leadership Team</i> Remuneration Full-time equivalent members	1,852,460 17.0	1,861,440 17.0
Total key management personnel remuneration	1,857,810	1,866,790

There are 10 members of the Board excluding the Principal. The Board had held nine full meetings of the Board in the year. The Board also has Finance (4 members) and Property (4 members) that meet monthly. As well as these regular meetings, including preparation time, the Presiding member and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

Principal 1

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

	2022 Actual \$000	2021 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	160 - 170	150 - 160
Benefits and Other Emoluments	20 - 30	20 - 30
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2022 FTE Number	2021 FTE Number
100 - 110	6.00	6.00
110 - 120	5.00	4.00
120 - 130	1.00	1.00
	12.00	11.00

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

17. Compensation and Other Benefits Upon Leaving

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

	2022 Actual	2021 Actual
Total	\$0	-
Number of People	0	-

18. Contingencies

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

Holidays Act Compliance – schools payroll

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

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2022, a contingent liability for the school may exist.

Additional funding wash up payment

The Ministry of Education provided additional funding for both the Support Staff in Schools' Collective Agreement (CA) Settlement and the Teacher Aide Pay Equity Settlement. The School has not been notified of the final wash up calculation relating to 31 December 2022. The final calculations impact on the financial statements is unable to be determined at the date of reporting.

19. Commitments

(a) Capital Commitments

As at 31 December 2022 the Board has no Capital commitments

(Capital commitments at 31 December 2021: nil)

(b) Operating Commitments

As at 31 December 2022 the Board has no Operating commitments

(a) operating lease of a EFTPOS Machine;

2022 Actual \$	2021 Actual \$
-	-

20. Financial Instruments

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

Financial assets measured at amortised cost

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
Cash and Cash Equivalents	\$ 1,177,876	\$ 853,505	\$ 669,256
Receivables	377,315	320,000	823,510
Total Financial assets measured at amortised cost	<u>1,555,191</u>	<u>1,173,505</u>	<u>1,492,766</u>

Financial liabilities measured at amortised cost

Payables	646,888	458,500	585,226
Finance Leases	74,069	85,000	93,800
Total Financial Liabilities Measured at Amortised Cost	<u>720,957</u>	<u>543,500</u>	<u>679,026</u>

21. Events After Balance Date

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

22. Comparatives

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



INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF JOHN MCGLASHAN COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

The Auditor-General is the auditor of John McGlashan College (the School). The Auditor-General has appointed me, Heidi Rautjoki, using the staff and resources of Deloitte 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 2 to 19, that comprise the statement of financial position as at 31 December 2022, 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 2022; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector – Public Benefit Entity Standards, Reduced Disclosure Regime.

Our audit was completed on 31 May 2023. 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 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 for the financial statements

The Board 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 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 is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board 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's responsibilities, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of 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.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board 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 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 is responsible for the other information. The other information comprises the information included on pages accompanying the financial statements but does not include the financial statements, and our auditor's report thereon.

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

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

Independence

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

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

A handwritten signature in blue ink, appearing to read "H Rautjoki".

Heidi Rautjoki
Deloitte Limited
On behalf of the Auditor-General
Dunedin, New Zealand

Appendix 4 - Variance of Targets

4.1 Statement of Variance

Section 4.2 outlines the outcomes achieved, compared to the outcomes planned in terms of academic achievement. These results highlight the need for us to address the potential internal systemic barriers to success in NCEA Level 2 and 3. Many commentators would say that students nation-wide are finding ways to complete the minimum to gain the final outcomes that they want/need for future study or work. However, addressing things on-site with and for our students is an essential focus for 2023 for the College.

BOT Curriculum sub-committee review of 2022 based on HODs Annual Reports

- The HODs have undertaken an incredibly professional and introspective look at the year of 2022 in their annual review. It is clear that they've put in a lot of work and consideration into 2022.
- It is noted that raising and/or holding high expectations is common among all learning areas. This is highly commended and the challenge of motivating boys to meet and/or exceed those expectations is acknowledged.
- It is also very clear of the work that is being done in a few departments regarding Mātauranga Māori. This is highly commended. It is a further recommendation that departments continue to incorporate Mātauranga Māori in all learning areas as the transition of the refreshed NZC continues.
- We note a common theme for the class of 2022, that students seemed content with doing enough, but not much more than that. There were a large number of SNAs which were a concern, but we do acknowledge that these students had three years of COVID-19 affected learning. It is recommended that HODs consider how similar attitudes towards external assessment in subsequent cohorts will be approached.
- It is commendable, in many reports, that HODs have looked past cohort characteristics and are looking at systemic things that we may or may not be doing in terms of curriculum, teaching, and learning and timetabling.

In subsequent strategic plans, the school board will present an appraisal of performance based on our strategic goals, special character aims, immediate priorities and academic targets as stated in the Strategic and Operational plan section and Appendix 3.

4.2 Academic Targets 2022

Senior Student Examination Results for Year 11

The primary target in Year 11 is to have this school's results (in percentages, for NCEA level 1) exceed the mean results for:

- A. decile 10 boys' schools,
- B. decile 10, all schools and
- C. decile 10 boys in all schools.

This is to be achieved in each of the following categories for NCEA level 1 Endorsement: % Merit or Excellence; % Excellence.

	2022	JMC 2022	2021	2020	National Decile: 10 Gender: Boys Schools: Boys	National Decile: 10 Gender: Boys/Girls Schools: ALL	National Decile: 10 Gender: Boys Schools: ALL
NCEA Lvl 1		97.4	96.4	96.7	78.8 Achieved	62.9 Achieved	60.0 Achieved
M+E Endors.		62.6	66.3	76.1	64.1 Not Achieved	73.7 Not Achieved	63.3 Not Achieved
E Endors.		13.3	25	28.4	22.0 Not Achieved	35.2 Not Achieved	22.9 Not Achieved

The secondary targets in Year 11 are to:

1. Ensure that the % of regular students in Year 11 gaining (level 1) literacy and numeracy exceeds that of Decile 10 Boys schools.
 - % Level 1 Literacy: 100% **Achieved** (Decile 10 Boys 100%)
 - % Level 1 Numeracy: 100% **Achieved** (Decile 10 Boys 100%)
2. Have a mean grade point average (GPA) exceed 50 and a mean credit total exceed 120.
 - Level 1 mean GPA: 46 **Not Achieved**
 - Mean credit total: 115 **Not Achieved**
3. Ensure the number of Level 1 M & E endorsements exceed the predicted number from MidYIS target graphs.



- Predicted Level 1 Excellence Endorsement: **Data NYA**
- Actual Level 1 Excellence Endorsements: **Data NYA**

- Predicted Lvl 1 Total Merit/Excel Endorsements: **Data NYA**
- Actual Lvl 1 Total Merit/Excel Endorsements: **Data NYA**

Senior Student Examination Results for Year 12

The primary target in Year 12 is to have this school's results (in percentages, for NCEA level 2) exceed the mean results for:

- A. decile 10 boys' schools,
- B. decile 10, all schools and
- C. decile 10 boys in all schools.

This is to be achieved in each of the following categories for NCEA level 2 Endorsement: % Merit or Excellence; % Excellence.

	2022	JMC 2022	2021	2020	National Decile: 10 Gender: Boys Schools: Boys	National Decile 10 Gender: Boys/Girls Schools: ALL	National Decile 10 Gender: Boys Schools: ALL
NCEA Lvl 2		98.8	99.0	96.0	89.2 Achieved	81.9 Achieved	81.1 Achieved
M+E Endors.		59.7	43	65	59.2 Achieved	61.9 Not Achieved	50.3 Achieved
Excl Endors.		20.8	13	27	22.9 Not Achieved	28.3 Not Achieved	19.1 Achieved
No Endors.		40.3	57	35	40.8	38.1	49.6

Senior Student Examination Results for Year 13

The primary target in Year 13 is to have this school's results (in percentages, for NCEA level 3) exceed the mean results for:

- A. decile 10 boys' schools,
- B. decile 10, all schools and
- C. decile 10 boys in all schools.

This is to be achieved in each of the following categories for NCEA level 3 Endorsement: % Merit or Excellence; % Excellence.

	* 2022	JMC 2022	2021	2020	National Decile: 10 Gender: Boys Schools: Boys	National Decile: 10 Gender: Boys/Girls Schools: ALL	National Decile: 10 Gender: Boys Schools: ALL
NCEA Lvl 3		77.6	90	84	83.1 Not Achieved	79.5 Not Achieved	76.8 Achieved
M+E Endors.		28.7	34	33	46.5 Not Achieved	59.9 Not Achieved	46.0 Not Achieved
E Endors.		4.5	15	7	16 Not Achieved	23.2 Not Achieved	17.2 Not Achieved
No Endors.		71.2	66	67	53.6	42.5	54.0

* Data excludes Yr 13 IB students, reducing likelihood of meeting targets.

The secondary target in Year 13 is to:

1. Ensure that the % of boys gaining University Entrance to exceed that of Decile 10 boys schools nationally.

- **77.0% (including IB)** **Achieved**
(Decile 10: 74.8%)

International Baccalaureate

The primary targets for the IB students are:

1. To meet or exceed world-wide mean point score (average) for the Nov 2021 diploma candidates.
 - Mean points score 31.7 **Achieved**
 - (IB average for Nov 2022 30.7)

2. For 80%+ to gain automatic entry to University with diploma points in excess of 26.
 - % Gain Automatic Entry 83.3% **Achieved** **(15/18)**

3. For 100% pass rate
 - % Pass rate 94.4% **Not Achieved** **(17/18)**

4. At least one student gaining 40+
 - # of 40+ candidates 1 **Achieved** **(1/18)**

5. IBDP Core scores averaging 2 points or higher
 - Average IBDP Core score 1.11 **Not Achieved**

Years 9, 10 and 11

The primary target for the Year 9, 10 and 11 students is:

1. To ensure that the MIDYIS-based, **overall measure of “added value”** for the Year 11 cohort remains significantly above the mean “added value” scores for all schools in the survey.
 - Mean added value: 0.5 SD **Not Achieved**
 - * Value added for 2022 indicates VA being at the mean level for all schools in this survey.

Literacy and Numeracy in Years 7 and 8

Target 1 (Reading): **Achieved**

- To move 80% or more of Year 7 and 8 students up at least two stages in their See Reader (comprehension) level on the online learning platform Reading Plus.

Target 2 (Writing): **Achieved**

- To move 70% or more of Year 7 and 8 students up at least two steps in their overall writing achievement using e-asTTle writing indicators as a standardised measure.

Target 3 (Mathematics): **Achieved**

- For 80% or more of Year 7 and 8 students to increase their achievement by at least a step within the curriculum level using e-asTTle as the standardised measure.

John McGlashan College

Report on Contestable Funding

For the year ended 31 December 2022

Kiwisport

Kiwisport is a Government funding initiative to support students' participation in organised sport. During 2022, the school received total Kiwisport funding of \$11,723.10 (excluding GST). The funding was spent on the employment of a sports co-ordinator to maintain high participation rates.

Compliance with Education and Training Act 2020 requirements to be a good employer for the year ending 31 December 2022.

The following questions address key aspects of compliance with a good employer policy:

Reporting on the principles of being a Good Employer	
How have you met your obligations to provide good and safe working conditions?	<i>People focussed approach in order to meet responsibilities relating to our plan. Open communication with staff at all levels regarding any concerns. Personnel committee monthly meetings. Staff rep on the Board of Trustees.</i>
What is in your equal employment opportunities programme? How have you been fulfilling this programme?	<i>Consistent, positive leadership of staff at every level. Layers of responsibility with Departments taking responsibility for staff. Staff handbook and Board folders outline common practice.</i>
How do you practise impartial selection of suitably qualified persons for appointment?	<i>Staff appointment policy. Advertise all positions. Appointments Committee operates in conjunction with all relevant policies, including Staff and Board involvement.</i>
How are you recognising, <ul style="list-style-type: none"> - The aims and aspirations of Māori, - The employment requirements of Māori, and - Greater involvement of Māori in the Education service? 	<i>Meet all obligations under the Treaty of Waitangi, along with consultation. Driven at Board and Management Level. Part of our strategic planning. Board engagement with the local Runanga. Training and professional development for staff and board members.</i>
How have you enhanced the abilities of individual employees?	<i>Significant professional development and professional growth programmes. Professional Growth Programmes with clear lines of responsibility and continual feedback.</i>
How are you recognising the employment requirements of women?	<i>Treat everybody fairly and without bias. Sensitive to any special requirements along with a common-sense approach to looking after every individual.</i>
How are you recognising the employment requirements of persons with disabilities?	<i>Same as above.</i>

Good employer policies should include provisions for an Equal Employment Opportunities (EEO) programme/policy. The Ministry of Education monitors these policies:

Reporting on Equal Employment Opportunities (EEO) Programme/Policy	YES	NO
Do you operate an EEO programme/policy?	Y	

Has this policy or programme been made available to staff?	Y	
Does your EEO programme/policy include training to raise awareness of issues which may impact EEO?	Y	
Has your EEO programme/policy appointed someone to coordinate compliance with its requirements?	Y - HR Manager	
Does your EEO programme/policy provide for regular reporting on compliance with the policy and/or achievements under the policy?	Y	
Does your EEO programme/policy set priorities and objectives?	Y	