

# PUTARURU COLLEGE

## ANNUAL FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2023

**School Directory**

**Ministry Number:** 494

**Principal:** Rob Rogers

**School Address:** Junction Street

**School Postal Address:** P O Box 210, Putaruru, 3443

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**Accountant / Service Provider:**

**Education**  *Services.*  
*Dedicated to your school*

# PUTARURU COLLEGE

Annual Financial Statements - For the year ended 31 December 2023

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# Putaruru College

## Statement of Responsibility

For the year ended 31 December 2023

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 2023 fairly reflects the financial position and operations of the school.

The School's 2023 financial statements are authorised for issue by the Board.

Presiding Member - Debbie Meads

Principal - Rob Rogers

08/05/2024

Date:

08/05/2024

Date:

**Putaruru College**

**Statement of Comprehensive Revenue and Expense**

For the year ended 31 December 2023

		2023	2023	2022
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
<b>Revenue</b>				
Government Grants	2	7,236,339	5,633,397	6,696,255
Locally Raised Funds	3	201,417	49,100	172,125
Interest		31,275	8,000	7,647
<b>Total Revenue</b>		<b>7,469,031</b>	<b>5,690,497</b>	<b>6,876,027</b>
<b>Expense</b>				
Locally Raised Funds	3	139,036	47,500	92,150
Learning Resources	4	4,382,595	3,998,330	4,223,590
Administration	5	923,662	421,002	946,908
Interest		3,479	2,985	4,866
Property	6	1,896,165	1,281,198	1,351,063
Loss on Disposal of Property, Plant and Equipment		3,398	-	-
<b>Total Expense</b>		<b>7,348,335</b>	<b>5,751,015</b>	<b>6,618,577</b>
<b>Net Surplus / (Deficit) for the year</b>		<b>120,696</b>	<b>(60,518)</b>	<b>257,450</b>
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<b>120,696</b>	<b>(60,518)</b>	<b>257,450</b>

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

**Putaruru College**  
**Statement of Changes in Net Assets/Equity**  
For the year ended 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
<b>Equity at 1 January</b>		1,429,672	1,145,816	1,172,222
Total comprehensive revenue and expense for the year		120,696	(60,518)	257,450
<b>Equity at 31 December</b>		1,550,368	1,085,298	1,429,672
Accumulated comprehensive revenue and expense		1,550,368	1,085,298	1,429,672
<b>Equity at 31 December</b>		1,550,368	1,085,298	1,429,672

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.

**Putaruru College**  
**Statement of Financial Position**  
As at 31 December 2023

		2023	2023	2022
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Current Assets</b>				
Cash and Cash Equivalents	7	1,084,959	847,099	961,416
Accounts Receivable	8	383,656	298,232	365,934
GST Receivable		24,882	19,629	18,552
Prepayments		25,586	20,548	20,512
Inventories	9	34,424	31,913	36,439
Investments	10	102,855	34,134	34,622
Funds Receivable for Capital Works Projects	17	8,696	-	59,966
Bus Equity		123,799	29,797	74,198
		<u>1,788,857</u>	<u>1,281,352</u>	<u>1,571,639</u>
<b>Current Liabilities</b>				
Accounts Payable	12	466,632	352,024	370,228
Revenue Received in Advance	13	31,175	89,236	110,916
Provision for Cyclical Maintenance	14	136,996	89,571	133,628
Finance Lease Liability	15	29,212	56,492	42,300
Funds held in Trust	16	12,166	18,061	11,785
Funds held for Capital Works Projects	17	57,730	-	-
		<u>733,911</u>	<u>605,384</u>	<u>668,857</u>
<b>Working Capital Surplus/(Deficit)</b>		<u>1,054,946</u>	<u>675,968</u>	<u>902,782</u>
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	591,513	448,233	587,805
		<u>591,513</u>	<u>448,233</u>	<u>587,805</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	60,954	-	47,500
Finance Lease Liability	15	35,137	38,903	13,415
		<u>96,091</u>	<u>38,903</u>	<u>60,915</u>
<b>Net Assets</b>		<u>1,550,368</u>	<u>1,085,298</u>	<u>1,429,672</u>
<b>Equity</b>		<u>1,550,368</u>	<u>1,085,298</u>	<u>1,429,672</u>

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

## Putaruru College

# Statement of Cash Flows

For the year ended 31 December 2023

		2023	2023	2022
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Cash flows from Operating Activities</b>				
Government Grants		2,037,428	1,682,128	1,889,025
Locally Raised Funds		163,792	49,100	168,896
Goods and Services Tax (net)		(6,330)	-	1,077
Payments to Employees		(958,387)	(905,641)	(904,227)
Payments to Suppliers		(1,019,291)	(794,311)	(756,353)
Interest Paid		(3,479)	(2,985)	(4,866)
Interest Received		30,370	8,000	7,233
Net cash from/(to) Operating Activities		244,103	36,291	400,785
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(101,503)	(58,000)	(108,286)
Purchase of Investments		(102,855)	-	(488)
Proceeds from Sale of Investments		34,622	-	-
Net cash from/(to) Investing Activities		(169,736)	(58,000)	(108,774)
<b>Cash flows from Financing Activities</b>				
Finance Lease Payments		(39,295)	(43,442)	(54,261)
Funds Administered on Behalf of Other Parties		88,471	-	(188,584)
Net cash from/(to) Financing Activities		49,176	(43,442)	(242,845)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>123,543</b>	<b>(65,151)</b>	<b>49,166</b>
Cash and cash equivalents at the beginning of the year	7	961,416	912,250	912,250
<b>Cash and cash equivalents at the end of the year</b>	<b>7</b>	<b>1,084,959</b>	<b>847,099</b>	<b>961,416</b>

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 and other notional items 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.



# Putaruru College

## Notes to the Financial Statements

### For the year ended 31 December 2023

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Putaruru 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 2023 to 31 December 2023 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 14.



*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 11.

**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 15. Future operating lease commitments are disclosed in note 22b.

*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 Crown and managed by the Ministry of Education on behalf of the Crown. Grants for the use of land and buildings are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown. 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 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) 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.

### **e) 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.

### **f) 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.

### **g) 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.

### **h) Inventories**

Inventories are consumable items held for sale and comprised of Stationery and Uniform. 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.

### **i) Investments**

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is material.

### **j) 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 (funded by the Board) to buildings owned by the Crown or directly by the board 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:

Building Improvements	15-40 years
Furniture and Equipment	10-15 years
Information and Communication Technology	4-5 years
Motor Vehicles	5 years
Textbooks	8 years
Library Resources	12.5% DV
Leased assets held under a Finance Lease	Term of Lease

### **k) Intangible Assets**

#### *Software costs*

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

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

### **l) 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 a comparison to recent market transactions.

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. A previously recognised impairment loss is reversed only if there has been a change in the assumptions used to determine the asset's recoverable service amount since the last impairment loss was recognised.

### **m) Accounts Payable**

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

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

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

Employee 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.

#### **o) Revenue Received in Advance**

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

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

#### **p) Funds Held in Trust**

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Comprehensive Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

#### **q) Funds held for Capital works**

The school directly receives funding from the Ministry of Education for capital works projects that are included in the School five year capital works agreement. These funds are held on behalf and for a specified purpose. As such, these transactions are not recorded in the Statement of Comprehensive Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

#### **r) Shared Funds**

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. In instances where funds are outside of the School's control, these amounts are not recorded in the Statement of Comprehensive Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose.



#### **s) Provision for Cyclical Maintenance**

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

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision 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.

#### **t) 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.

#### **u) 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.

#### **v) 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.

#### **w) Budget Figures**

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

#### **x) 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

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Government Grants - Ministry of Education	2,262,305	1,587,316	2,264,831
Teachers' Salaries Grants	3,480,189	3,100,719	3,317,176
Use of Land and Buildings Grants	1,213,042	888,362	970,271
Transport Funding	49,601	-	44,401
Other Government Grants	231,202	57,000	99,576
	<u>7,236,339</u>	<u>5,633,397</u>	<u>6,696,255</u>

The school has opted in to the donations scheme for this year. Total amount received was \$62,110.

## 3. Locally Raised Funds

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

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
<b>Revenue</b>			
Donations & Bequests	1,005	-	3,301
Curriculum related Activities - Purchase of goods and services	2,012	-	16,421
Fees for Extra Curricular Activities	115,135	12,300	37,276
Trading	51,119	36,500	46,260
Fundraising & Community Grants	29,621	300	47,583
Caretaker House	2,525	-	21,284
	<u>201,417</u>	<u>49,100</u>	<u>172,125</u>
<b>Expense</b>			
Extra Curricular Activities Costs	87,535	11,500	50,263
Trading	49,466	33,000	40,927
Fundraising & Community Grant Costs	(304)	-	431
Caretaker House	2,339	3,000	529
	<u>139,036</u>	<u>47,500</u>	<u>92,150</u>
<i>Surplus for the year Locally raised funds</i>	<u>62,381</u>	<u>1,600</u>	<u>79,975</u>

## 4. Learning Resources

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Curricular	258,346	198,200	184,839
Employee Benefits - Salaries	3,946,785	3,608,630	3,798,028
Staff Development	25,743	26,500	35,042
Depreciation	151,721	165,000	205,681
	<u>4,382,595</u>	<u>3,998,330</u>	<u>4,223,590</u>

## 5. Administration

	2023	2023 Budget	2022
	Actual	(Unaudited)	Actual
	\$	\$	\$
Audit Fees	6,692	7,692	9,414
Board Fees	5,280	4,800	6,105
Board Expenses	4,360	3,000	10,767
Communication	11,661	11,530	10,323
Consumables	33,071	34,000	34,437
Operating Leases	6,072	3,000	3,316
Legal Fees	9,897	-	-
Other	32,269	37,780	50,808
Employee Benefits - Salaries	334,922	280,000	264,272
Insurance	20,823	17,000	19,866
Service Providers, Contractors and Consultancy	24,310	22,200	20,892
Healthy School Lunch Programme	434,305	-	516,708
	923,662	421,002	946,908

## 6. Property

	2023	2023 Budget	2022
	Actual	(Unaudited)	Actual
	\$	\$	\$
Caretaking and Cleaning Consumables	14,519	14,500	14,500
Consultancy and Contract Services	100,460	104,792	111,578
Cyclical Maintenance Provision	290,495	30,014	15,085
Grounds	11,931	14,800	13,927
Heat, Light and Water	39,831	35,000	35,742
Rates	23,090	19,000	19,692
Repairs and Maintenance	75,749	64,000	52,777
Use of Land and Buildings	1,213,042	888,362	970,271
Security	4,353	7,000	10,395
Employee Benefits - Salaries	122,695	103,730	107,096
	1,896,165	1,281,198	1,351,063

The use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nationwide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

## 7. Cash and Cash Equivalents

	2023	2023 Budget	2022
	Actual	(Unaudited)	Actual
	\$	\$	\$
Bank Accounts	1,084,959	847,099	961,416
Cash and cash equivalents for Statement of Cash Flows	1,084,959	847,099	961,416

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

Of the \$1,084,959 Cash and Cash Equivalents \$57,730 is held by the School on behalf of the Ministry of Education. These funds have been provided by the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings. The funds are required to be spent in 2024 on Crown owned school buildings.

Of the \$1,084,959 Cash and Cash Equivalents \$12,613 is held on behalf of the School of Music.

Of the \$1,084,959 Cash and Cash Equivalents \$18,139 is held by the school for Gateway.

## 8. Accounts Receivable

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Receivables	4,012	14,823	5,642
Receivables from the Ministry of Education	20,910	-	-
Interest Receivable	1,522	203	617
Banking Staffing Underuse	65,093	19,450	60,234
Teacher Salaries Grant Receivable	292,119	263,756	299,441
	<u>383,656</u>	<u>298,232</u>	<u>365,934</u>
Receivables from Exchange Transactions	5,534	15,026	6,259
Receivables from Non-Exchange Transactions	378,122	283,206	359,675
	<u>383,656</u>	<u>298,232</u>	<u>365,934</u>

## 9. Inventories

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Stationery	162	921	142
Uniform	34,262	30,992	36,297
	<u>34,424</u>	<u>31,913</u>	<u>36,439</u>

## 10. Investments

The School's investment activities are classified as follows:

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Current Asset			
Short-term Bank Deposits	102,855	34,134	34,622
Total Investments	<u>102,855</u>	<u>34,134</u>	<u>34,622</u>

## 11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2023	\$	\$	\$	\$	\$	\$
Building Improvements	164,111	-	-	-	(9,676)	154,435
Furniture and Equipment	133,299	43,722	-	-	(26,245)	150,776
Information and Communication Technology	156,792	5,914	(3,398)	-	(54,066)	105,241
Motor Vehicles	15,180	43,478	-	-	(9,010)	49,649
Textbooks	14,520	8,669	-	-	(4,308)	18,881
Leased Assets	54,176	55,467	-	-	(41,868)	67,774
Library Resources	49,727	1,578	-	-	(6,548)	44,757
<b>Balance at 31 December 2023</b>	<b>587,805</b>	<b>158,828</b>	<b>(3,398)</b>	<b>-</b>	<b>(151,721)</b>	<b>591,513</b>

The net carrying value of equipment held under a finance lease is \$67,774 (2022: \$54,176)

### Restrictions

With the exception of the contractual restrictions related to the above noted finance leases, there are no restrictions over the title of the school's property, plant and equipment, nor are any property, plant and equipment pledged as security for liabilities.

	2023	2023	2023	2022	2022	2022
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Building Improvements	254,244	(99,809)	154,435	254,244	(90,133)	164,111
Furniture and Equipment	1,273,634	(1,122,858)	150,776	1,233,384	(1,100,085)	133,299
Information and Communication Technology	763,725	(658,484)	105,241	860,379	(703,587)	156,792
Motor Vehicles	103,290	(53,641)	49,649	59,812	(44,632)	15,180
Textbooks	254,439	(235,558)	18,881	245,770	(231,250)	14,520
Leased Assets	181,841	(114,067)	67,774	170,066	(115,890)	54,176
Library Resources	184,665	(139,908)	44,757	183,087	(133,360)	49,727
<b>Balance at 31 December</b>	<b>3,015,838</b>	<b>(2,424,325)</b>	<b>591,513</b>	<b>3,006,742</b>	<b>(2,418,937)</b>	<b>587,805</b>

## 12. Accounts Payable

	2023	2023	2022
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Creditors	128,471	27,129	35,312
Accruals	6,192	6,305	7,468
Employee Entitlements - Salaries	292,119	263,756	299,441
Employee Entitlements - Leave Accrual	39,850	54,834	28,007
	<b>466,632</b>	<b>352,024</b>	<b>370,228</b>
Payables for Exchange Transactions	466,632	352,024	370,228
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<b>466,632</b>	<b>352,024</b>	<b>370,228</b>

The carrying value of payables approximates their fair value.



### 13. Revenue Received in Advance

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Automatic Payments	13,003	88,396	20,620
North America Tour 2020	-	840	-
Gateway	18,139	-	61,512
Funds Held In Advance	33	-	28,784
	<u>31,175</u>	<u>89,236</u>	<u>110,916</u>

### 14. Provision for Cyclical Maintenance

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Provision at the Start of the Year	181,128	59,557	166,043
Increase to the Provision During the Year	58,602	30,014	28,087
Use of the Provision During the Year	(273,673)	-	-
Other Adjustments	231,893	-	(13,002)
Provision at the End of the Year	<u>197,950</u>	<u>89,571</u>	<u>181,128</u>
Cyclical Maintenance - Current	136,996	89,571	133,628
Cyclical Maintenance - Non current	60,954	-	47,500
	<u>197,950</u>	<u>89,571</u>	<u>181,128</u>

Per the cyclical maintenance schedule, the school is next expected to undertake painting works during 2024. This plan is based on the schools 10 Year Property plan / painting quotes.

### 15. Finance Lease Liability

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

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
No Later than One Year	31,338	56,492	45,285
Later than One Year and no Later than Five Years	36,285	38,903	14,147
Future Finance Charges	(3,274)	-	(3,717)
	<u>64,349</u>	<u>95,395</u>	<u>55,715</u>
<b>Represented by</b>			
Finance lease liability - Current	29,212	56,492	42,300
Finance lease liability - Non current	35,137	38,903	13,415
	<u>64,349</u>	<u>95,395</u>	<u>55,715</u>



## 16. Funds held in Trust

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	12,166	18,061	11,785
Funds Held in Trust on Behalf of Third Parties - Non-current	-	-	-
	<u>12,166</u>	<u>18,061</u>	<u>11,785</u>

These funds relate to arrangements where the school is acting as an agent. These amounts are not revenue or expenditure of the school and therefore are not included in the Statement of Comprehensive Revenue and Expense.

## 17. 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. The amount of cash held on behalf of the Ministry for capital works projects is included under cash and cash equivalents in note 7.

	2023	Project No.	Opening Balances \$	Receipts from MoE \$	Payments \$	Board Contributions	Closing Balances \$
Electrical Works		235778	-	52,964	(11,884)	-	41,080
FA Refurbishment of Tech Block		220941	(55,136)	55,136	-	-	-
AC Flood Remediation		229309	(1,195)	-	-	-	(1,195)
Cyclone Damage		241267	-	2,000	(2,000)	-	-
5YA Site: Fire System & Access Control		236557	(3,635)	-	(3,866)	-	(7,501)
Accident Remediation Car Accident		242295	-	18,183	(18,183)	-	-
Site Drainage Works		235777	-	16,650	-	-	16,650
Totals			<u>(59,966)</u>	<u>144,933</u>	<u>(35,933)</u>	<u>-</u>	<u>49,034</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	57,730
Funds Receivable from the Ministry of Education	(8,696)

	2022	Project No.	Opening Balances \$	Receipts from MoE \$	Payments \$	Board Contributions	Closing Balances \$
FA Refurbishment of Tech Block		220941	17,364	503,907	(576,407)	-	(55,136)
Caretakers Shed		223747	90,612	14,099	(104,711)	-	-
AC Flood Remediation		229309	7,110	-	(8,305)	-	(1,195)
5YA Site: Fire System & Access Control		236557	-	-	(3,635)	-	(3,635)
Totals			<u>115,086</u>	<u>518,006</u>	<u>(693,058)</u>	<u>-</u>	<u>(59,966)</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	-
Funds Receivable from the Ministry of Education	(59,966)

## 18. 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.

## 19. Remuneration

### Key management personnel compensation

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

	2023 Actual \$	2022 Actual \$
<i>Board Members</i>		
Remuneration	5,280	6,105
<i>Leadership Team</i>		
Remuneration	1,450,370	1,200,319
Full-time equivalent members	12.00	10.00
Total key management personnel remuneration	<u>1,455,650</u>	<u>1,206,424</u>

There are 7 members of the Board excluding the Principal. The Board has held 11 full meetings of the Board in the year. 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

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

	2023 Actual \$000	2022 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	160 - 170	150 - 160
Benefits and Other Emoluments	5 - 6	4 - 5
Termination Benefits	-	-

### Other Employees

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

Remuneration \$000	2023 FTE Number	2022 FTE Number
100 - 110	9.00	4.00
110 - 120	2.00	5.00
120 - 130	7.00	3.00
	<u>18.00</u>	<u>12.00</u>

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

## 20. 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:

	2023 Actual	2022 Actual
Total	-	\$1,700
Number of People	-	3

## 21. Contingencies

There is a contingent liability and no contingent assets (except as noted below) as at 31 December 2023 (Contingent liabilities and assets at 31 December 2022: the same).

Putaruru College is in the process of a personal grievance / complaint from a staff member. There may be a financial outcome that at this stage is an unknown amount.

In 2023 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 is still yet to receive a final wash up that adjusts the estimated quarterly instalments for the actual teacher aides employed in 2023.

The Ministry is in the process of determining the amount of the final wash up payment for the year ended 31 December 2023. Even though the payment is probable, the amount to be received is not known with a high level of certainty. The school has therefore not recognised the expected receipt (asset) and income in its financial statements. The payment is expected to be received in July 2024.

### 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 continues to review the Schools Sector Payroll to ensure compliance with the Holidays Act 2003. An initial remediation payment has been made to some current school employees. The Ministry is continuing to perform detailed analysis to finalise calculations and the potential impacts of specific individuals. As such, this is expected to resolve the liability for school boards.

## 22. Commitments

### (a) Capital Commitments

As at 31 December 2023, the Board had capital commitments of \$297,280 (2022:\$-736,482) as a result of entering the following contracts:

Contract Name	Contract Amount	Spend To Date	Remaining Capital Commitment
	\$	\$	\$
Electrical Works	58,980	11,884	47,096
AC Flood Remediation	9,376	8,305	1,071
5YA Site: Fire System & Access Control	91,378	7,501	83,877
Site Drainage Works	154,347	0	154,347
Water Leak IT Office	10,889	0	10,889
<b>Total</b>	<b>324,970</b>	<b>27,690</b>	<b>297,280</b>

### (b) Operating Commitments

There are no operating commitments as at 31 December 2023 (Operating commitments at 31 December 2022: nil).

### 23. 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

	2023	2023	2022
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash and Cash Equivalents	1,084,959	847,099	961,416
Receivables	383,656	298,232	365,934
Investments - Term Deposits	102,855	34,134	34,622
Total financial assets measured at amortised cost	<u>1,571,470</u>	<u>1,179,465</u>	<u>1,361,972</u>

#### Financial liabilities measured at amortised cost

Payables	466,632	352,024	370,228
Finance Leases	64,349	95,395	55,715
Total financial liabilities measured at amortised cost	<u>530,981</u>	<u>447,419</u>	<u>425,943</u>

### 24. Events After Balance Date

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

### 25. 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 PUTARURU COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

The Auditor-General is the auditor of Putaruru College (the School). The Auditor-General has appointed me, Johann van Loggerenberg, using the staff and resources of PKF Hamilton Audit 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 20, that comprise the statement of financial position as at 31 December 2023, 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 2023; 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 8 May 2024. 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 arise from section 134 of the Education and Training Act 2020.

### **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 school 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 1, 24 to 32, 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 (including International Independence Standards) (New Zealand) (PES 1)* 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 'JvL'.

Johann van Loggerenberg  
PKF Hamilton Audit Ltd  
On behalf of the Auditor-General  
Hamilton, New Zealand

## Putaruru College

### Members of the Board

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Term Expired/ Expires</b>
Debbie Meads	Presiding Member	Elected	Sep 2025
Rob Rogers	Principal	ex Officio	
Ashley Thompson	Parent Representative	Elected	Sep 2025
Sheree Murray	Parent Representative	Elected	Sep 2025
Melissa Stratton	Parent Representative	Elected	Sep 2025
Isaac Bougher	Parent Representative	Elected	Sep 2025
Lynn Hawkes	Staff Representative	Elected	Sep 2025
Shaun- Leigh Davey	Student Representative	Elected	Sep 2023
Jahrell Strange	Student Representative	Elected	Sep 2024

## Putaruru College

### Kiwisport

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2023, the school received total Kiwisport funding of \$8,242 (excluding GST). The funding was spent on sporting endeavours.

## Statement of Compliance with Employment Policy

For the year ended 31st December 2023 the Putaruru College Board:

- Has developed and implemented personnel policies, within policy and procedural frameworks to ensure the fair and proper treatment of employees in all aspects of their employment
- Has reviewed its compliance against both its personnel policy and procedures and can report that it meets all requirements and identified best practice.
- Is a good employer and complies with the conditions contained in the employment contracts of all staff employed by the Board.
- Ensures all employees and applicants for employment are treated according to their skills, qualifications and abilities, without bias or discrimination.
- Meets all Equal Employment Opportunities requirements.

Putāruru College Analysis of Variance 2023

**Annual Targets 2023**

Objective	What we achieved	Why/How the variance	What are we doing about it																				
<i>100% of students achieve their individual learning goals that are negotiated with whānau, student and whānau teacher.</i>	Due to the restructure of the whanau programme this objective was not achieved.	The restructure prioritized students in subjects. The whanau time available for achieving this goal was reduced	We are now focusing on preparing our juniors for the CAA (through a continued focus on Num and Lit.																				
<i>70% of Year 12 students gain NCEA Level 2.</i>	<table border="1"> <thead> <tr> <th></th> <th>Year 11</th> <th>Year 12</th> <th>Yr-13</th> <th>UE</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>62.9</td> <td>82.6</td> <td>59</td> <td>15.4</td> </tr> <tr> <td>2022</td> <td>29.2</td> <td>60.4</td> <td>37.8</td> <td>2.7</td> </tr> <tr> <td><b>2023</b></td> <td><b>57.1*</b></td> <td><b>64*</b></td> <td><b>37.5*</b></td> <td><b>37.5</b></td> </tr> </tbody> </table>		Year 11	Year 12	Yr-13	UE	2021	62.9	82.6	59	15.4	2022	29.2	60.4	37.8	2.7	<b>2023</b>	<b>57.1*</b>	<b>64*</b>	<b>37.5*</b>	<b>37.5</b>	We made an improvement from the previous year but still not at the 70%. We have made some adjustments to some school wide practices that could affect this	We have made some adjustments to the enrollment in subjects of students to ensure a better fit for their pathway. We have appointed a tracking Pou Arahi to better monitor how our learners are progressing. Literacy and Numeracy classes running in year 11 to enable learners to access the CAA.
	Year 11	Year 12	Yr-13	UE																			
2021	62.9	82.6	59	15.4																			
2022	29.2	60.4	37.8	2.7																			
<b>2023</b>	<b>57.1*</b>	<b>64*</b>	<b>37.5*</b>	<b>37.5</b>																			
<i>75% of our 2 target groups of learners make accelerated progress (2 curriculum sublevels) in Reading, Writing and Math.</i>	No target groups were identified due to the restructure of whanau.	Focused on getting a clearer picture of the data we had and used in order to influence planning.	SAF project initiated to raise student engagement and achievement in the Junior School. School wide testing to start 2024 (7-10). This should give baseline data so that we can better track how to progress them and also their specific progress.																				



**Putāruru College Analysis of Variance 2023**

<p>100% of our Yr 7-10 learners progress at least one curriculum level in reading, writing and numeracy</p>	<p>Tracking of year 7&amp;8 results shows progress through the curriculum levels across the year. Evidence shows gaps across the year 9 and 10 curriculum levels and in data from this cohort.</p>	<p>A coordinated system of data collection has not been consistent in the yr9&amp;10 areas.</p>	<p>School wide testing to start 2024 (7-10). This will give baseline data so that we can better track how to progress them. Specific Literacy and Numeracy programmes are being expanded across the school to support learners with identified gaps. School wide Staff PLD on moderating across the range from years 7-10 to establish shared understanding.</p>																		
<p>50% of our students attending 90-100% by the end of term 4.</p>	<table border="1"> <thead> <tr> <th colspan="3">Term 4</th> </tr> <tr> <th>MoE % Bands - 1/2 day</th> <th></th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>91-100%</td> <td>41.09%</td> <td>50</td> </tr> <tr> <td>81-90%</td> <td>7.48%</td> <td>10</td> </tr> <tr> <td>71-80%</td> <td>17.23%</td> <td>5</td> </tr> <tr> <td>&lt;70%</td> <td>34.20%</td> <td>20</td> </tr> </tbody> </table>	Term 4			MoE % Bands - 1/2 day		Target	91-100%	41.09%	50	81-90%	7.48%	10	71-80%	17.23%	5	<70%	34.20%	20		<p>Attendance officer role has been continued. A focus on tidying up the attendance from staff is a term 1 focus.</p>
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### Summary of the plan

Our 3 main foci this year continue on with the focus on; School wide Literacy and Numeracy, as well as attendance. Building on improvements from 2023 and looking at maintaining the focus of doing the basics well.

### Where we are currently at:

In 2023 we made some improvements in student achievement at all 3 levels of NCEA. This year we are looking at again developing our staff's abilities in literacy provision; as well as maintaining the numeracy focus of last year. In the numeracy space we will look again on explicitly planning for numeracy in every first lesson (years 7-10) of the day; specifically in term 2 and 4. Staff will also have literacy focused professional development with writing being the initial focus. [SOV](#). The improved focus on tracking our NCEA students should result in a better knowing of what we need to focus on to meet the learners needs - the goal centres around our learners and their pathway - the first step is the successful attainment of the Lit/Num CAA requirement. Students will be assessed when ready. To this end, we have accessed a digital resource which should help us not only assess when learners are ready but also focus our teaching and learning programmes into areas that are weaknesses of our learners. We are also engaged with a SAF facilitated project focused on our 7-10 students. Starting with the year 7&8 group in 2024.

### How will our targets and actions give effect to Te Tiriti o Waitangi:

Literacy focus:

- Literacy at the most basic level enables individuals to understand, interpret, and engage with the principles of Te Tiriti o Waitangi.
- Through literacy, our students can access the treaty, including Maori viewpoints and those of other Treaty partners.

Understanding these perspectives is essential for appreciating the complexities and ongoing significance of Te Tiriti.

- Literacy also facilitates communication between different communities, fostering a more inclusive and informed discussion about the treaty's principles and their application in Aotearoa in 2024.

Numeracy Focus;

- Numeracy skills at the most basic level are essential for understanding the statistical data relevant to the implementation of Te Tiriti o Waitangi.
- Numeracy enables individuals to analyse disparities and inequalities between Maori and non-Maori populations in areas such as education, healthcare, employment, and representation.

Attendance:

- Attendance is crucial for fostering a culturally responsive learning environment that honours the principles of Te Tiriti o Waitangi.
- Regular attendance ensures that students, both Maori and non-Maori, have equitable access to educational opportunities and resources, which is fundamental to the principle of partnership.
- Attending school regularly also promotes cross-cultural understanding and respect among students, contributing to the principle of mutual respect and cooperation outlined in Te Tiriti.
- Additionally, high attendance rates in school can lead to better outcomes for Maori students, reducing disparities and ensuring that all learners have the opportunity to fulfil their potential, thus aligning with the treaty's principles of equity and social justice.

**Your plan needs to include how the teaching and learning strategies and programmes of your school support students to progress and achieve with a particular emphasis on literacy and mathematics, and te reo matatini and pāngarau, and on addressing the needs of students whose needs have not yet been well met.**

In both the numeracy and literacy foci, we are using data to better meet the needs of students who are low in these areas. We have both specialist Numeracy and Literacy classes to better support the learners at their appropriate level ensuring they are able to access the learning. Our learning support network also works alongside akonga to grow their abilities in a mana enhancing way.

#### **Strategic Goal 1**

70% of Year 12 students gain NCEA Level 2.

70% of our high Priority students achieve NCEA Level 2

**What do we expect to see by the end of the year?**

The aim is to have clear pathways for our learners as a base step in their learning journey.  
 The expectation is that our Level 2 learners have a future focused pathway mapped out so that they can see where they are going not only for year 12 but also for year 13 and beyond.  
 Better tracking of individual student data will help us support students towards their career goals.  
 Better tracking of individual student data will also help us support whanau in guiding their child into their future.  
**(What expectations do you have for this target for this year? What evidence will you see? This can flow on from the expectations listed in your strategic plan for the full 3-years.)**

Actions	Who?	Resources	Timeframe	Measures?
Tracking system implemented	Yr 11-13 Pou Arahi		2024 Termly analysis of where students are at - plans made with student/whanau/teachers to progress forward.	Statistical data for each learner A narrative attached for each learner in year 12.

**Strategic Goal 2** 75% of our year 10 students achieve the CAA\*

75% of our high priority learners achieve the CAA\*

- Identified as being ready to assess.

**What do we expect to see by the end of the year?**

A system of tracking and assessment in years 7-10 to establish who we identify as ready for the CAA assessments. This identification process will also highlight areas of potential weakness in our teaching methods and should lead to improvements in this space as well.  
 We will have robust evidence of achievement levels about each year level and the learning gaps as student progress through the school.  
**(What expectations do you have for this target for this year? What evidence will you see?)**



<b>Actions</b> Regular pre and post tests Central storage available for all teachers to access and use to plan effectively	<b>Who?</b> 7-8 Core teachers Yr 9-10 teachers	<b>Resources</b>	<b>Timeframe</b> 2024 Termly analysis of who we think is ready to sit the CAA.	<b>Measures?</b> Statistical data for each learner A narrative attached for each learner in years 7 - 10.
<b>Strategic Goal 3</b> 80% of our Yr 7-10 learners progress at least two curriculum sub levels in reading, writing and numeracy 80% Priority 7-10 Learners make progress				
<b>What do we expect to see by the end of the year?</b> With more accurate tracking of data, and focused improvement strategies, we plan to track improvement. Where there is not the expected level of improvement a more detailed investigation will ensue to help highlight barriers, and appropriate measures taken place to aid learning. This year will be the implementation year. By the end of the year we will be better able to gauge resourcing and staffing requirements for the accelerated learning that will be needed.				
<b>Actions</b> Regular tracking of junior students. Estudee resource for year 10	<b>Who?</b> 7&8 Core teachers 9-10 teachers	<b>Resources</b>	<b>Timeframe</b> 2024 Termly analysis and tracking of progress across subjects.	<b>Measures?</b> End of term evaluation and reporting.
<b>Strategic Goal 4</b> 50% of our students attending 90-100% by the end of term 4.				
<b>What do we expect to see by the end of the year?</b> A realistic benchmark for a full year. A story behind the attendance for all students below this target.				

Exploring strategies to enhance attendance involving the student, whanau, community agencies and school.

<b>Actions</b> Close monitoring of attendance	<b>Who?</b> Attendance officer Pastoral Team	<b>Resources</b>	<b>Timeframe</b> 2024 Day by day tracking Week by week monitoring Termly analysis	<b>Measures?</b> Attendance data
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