

STANLEY AVENUE SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

School Directory

Ministry Number:	1967
Principal:	John Byers
School Address:	61 Stanley Avenue, Te Aroha
School Postal Address:	61 Stanley Avenue, Te Aroha, 3320
School Phone:	07) 884 8479
School Email:	office@stanleyave.school.nz

Members of the Board of Trustees

Name	Position	How Position Gained	Term Expired/ Expires
Mark Baille	Chair Person	Elected May 2019	May-22
John Byers	Principal	Automatic	On Resignation
Sharon Coombe	Parent Rep	Elected May 2019	May-22
Lori Potts	Parent Rep	Elected May 2019	May-22
Lisa Moore	Parent Rep	Elected May 2019	May-22
Cassie Warburton	Parent Rep	Elected May 2019	May-22
Sally Oldfield	Staff Rep	Elected May 2019	May-22

Accountant / Service Provider: Diprose Miller Limited

STANLEY AVENUE SCHOOL

Annual Report - For the year ended 31 December 2020

Index

Page	Statement
	Financial Statements
1	Statement of Responsibility
2	Statement of Comprehensive Revenue and Expense
3	Statement of Changes in Net Assets/Equity
4	Statement of Financial Position
5	Statement of Cash Flows
6 - 18	Notes to the Financial Statements
	Other Information
	Analysis of Variance
	Kiwisport

Stanley Avenue School

Statement of Responsibility

For the year ended 31 December 2020

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

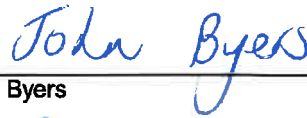
The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2020 fairly reflects the financial position and operations of the school.

The School's 2020 financial statements are authorised for issue by the Board.



Mark Baillie



John Byers



Signature of Board Chairperson



Signature of Principal

31/5/2021

Date:

31/05/2021

Date:

Stanley Avenue School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue				
Government Grants	2	2,136,642	470,759	2,000,962
Locally Raised Funds	3	114,591	138,000	139,411
Interest income		5,687	2,500	6,749
Gain on Sale of Property, Plant and Equipment		1,424	-	-
		<u>2,258,344</u>	<u>611,259</u>	<u>2,147,122</u>
Expenses				
Locally Raised Funds	3	126,096	107,500	123,906
Learning Resources	4	1,414,055	132,950	1,298,935
Administration	5	110,356	141,950	112,602
Finance		2,493	3,100	4,423
Property	6	543,306	144,500	524,598
Depreciation	7	93,505	80,000	101,776
Impairment of Property, Plant and Equipment		-	-	-
Loss on Disposal of Property, Plant and Equipment		1,523	-	2,530
		<u>2,291,334</u>	<u>610,000</u>	<u>2,168,770</u>
Net Surplus / (Deficit) for the year		(32,990)	1,259	(21,648)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>(32,990)</u>	<u>1,259</u>	<u>(21,648)</u>

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



Stanley Avenue School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2020

	Notes	Actual 2020 \$	Budget (Unaudited) 2020 \$	Actual 2019 \$
Balance at 1 January		<u>596,348</u>	<u>578,729</u>	<u>607,461</u>
Total comprehensive revenue and expense for the year		(32,990)	1,259	(21,648)
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		-	-	10,535
Equity at 31 December	21	<u>563,358</u>	<u>579,988</u>	<u>596,348</u>
Retained Earnings		563,358	579,988	596,348
Equity at 31 December		<u>563,358</u>	<u>579,988</u>	<u>596,348</u>

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



Stanley Avenue School

Statement of Financial Position

As at 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Assets				
Cash and Cash Equivalents	8	101,613	56,964	56,632
Accounts Receivable	9	114,762	94,100	82,988
GST Receivable		3,977	6,700	9,554
Prepayments		9,932	10,100	10,363
Inventories	10	1,258	1,224	1,224
Investments	11	255,570	234,000	213,047
		<u>487,112</u>	<u>403,088</u>	<u>373,808</u>
Current Liabilities				
Accounts Payable	13	149,831	118,300	103,576
Borrowings - Due in one year	14	-	-	2,917
Provision for Cyclical Maintenance	15	25,000	40,000	56,310
Finance Lease Liability - Current Portion	16	16,786	19,800	22,943
Funds held for Capital Works Projects	17	33,846	-	-
		<u>225,463</u>	<u>178,100</u>	<u>185,746</u>
Working Capital Surplus/(Deficit)		261,649	224,988	188,062
Non-current Assets				
Property, Plant and Equipment	12	451,224	481,000	510,799
		<u>451,224</u>	<u>481,000</u>	<u>510,799</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	122,264	99,000	75,525
Finance Lease Liability	16	27,251	27,000	26,988
		<u>149,515</u>	<u>126,000</u>	<u>102,513</u>
Net Assets		<u>563,358</u>	<u>579,988</u>	<u>596,348</u>
Equity	21	<u>563,358</u>	<u>579,988</u>	<u>596,348</u>

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



Stanley Avenue School

Statement of Cash Flows

For the year ended 31 December 2020

	Note	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash flows from Operating Activities				
Government Grants		502,201	462,234	457,645
Locally Raised Funds		105,938	136,019	138,965
Goods and Services Tax (net)		5,581	2,853	(35,599)
Payments to Employees		(265,664)	(238,178)	(220,142)
Payments to Suppliers		(259,648)	(270,742)	(280,933)
Cyclical Maintenance Payments in the year		-	(5,335)	
Interest Paid		(2,493)	(3,100)	(4,423)
Interest Received		6,240	2,870	6,922
Net cash from/(to) Operating Activities		92,155	86,621	62,435
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		1,424	-	
Purchase of Property Plant & Equipment (and Intangibles)		(12,215)	(150,850)	(44,160)
Purchase of Investments		(42,523)	(20,953)	(6,676)
Proceeds from Sale of Investments		-	-	
Net cash from/(to) Investing Activities		(53,314)	(171,803)	(50,836)
Cash flows from Financing Activities				
Furniture and Equipment Grant		-	-	10,535
Finance Lease Payments		(24,790)	97,518	(33,074)
Loans Received/ Repayment of Loans		(2,917)	(2,917)	(2,790)
Funds Held for Capital Works Projects		33,846	-	(125,687)
Net cash from/(to) Financing Activities		6,139	94,601	(151,016)
Net increase/(decrease) in cash and cash equivalents		44,980	9,419	(139,416)
Cash and cash equivalents at the beginning of the year	8	56,633	56,633	196,049
Cash and cash equivalents at the end of the year	8	101,613	66,052	56,633

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.



Stanley Avenue School

Notes to the Financial Statements

For the year ended 31 December 2020

1. Statement of Accounting Policies

a) Reporting Entity

Stanley Avenue School (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 of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2020 to 31 December 2020 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

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

Financial Reporting Standards Applied

The Education 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 expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

Measurement Base

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

Presentation Currency

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

Specific Accounting Policies

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

Critical Accounting Estimates And Assumptions

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

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

Cyclical maintenance

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

Useful lives of property, plant and equipment

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

Critical Judgements in applying accounting policies

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

Classification of leases

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

Recognition of grants

The School reviews the grants monies received at the end of each reporting period and whether any require a provision to 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.

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

Other Grants

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

Grants for the use of land and buildings are also 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 Proprietor. Use of land and building grants are recorded as income in the period the school uses the land and building.

Donations, Gifts and Bequests

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

Interest Revenue

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

d) Use of Land and Buildings Expense

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

e) Operating Lease Payments

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

f) Finance Lease Payments

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

g) Cash and Cash Equivalents

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

h) Accounts Receivable

Short-term receivables are recorded at the amount due, less an allowance for 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.

i) 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.

j) Investments

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

k) Property, Plant and Equipment

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

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

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

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 to Crown Owned Assets	10–40 years
Furniture and equipment	5–15 years
Information and communication technology	5-10 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	12.5% Diminishing value

l) 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 or licensing of software are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

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

The carrying value of software is amortised on a straight line basis over its 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.

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

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

Non cash generating assets

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

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

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

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

n) Accounts Payable

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

o) Employee Entitlements

Short-term employee entitlements

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

Long-term employee entitlements

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

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

o) Revenue Received in Advance

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



o) Funds Held in Trust

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

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

o) Shared Funds

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

p) Provision for Cyclical Maintenance

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

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

q) 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 categorised as 'financial assets measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

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.

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

r) 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.

Borrowings include but are not limited to bank overdrafts, operating leases, finance leases, painting contracts and term loans.

s) 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.

t) 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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operational Grants	455,522	429,759	401,279
Teachers' Salaries Grants	1,241,027	-	1,164,217
Use of Land and Buildings Grants	390,334	-	379,101
Other MoE Grants	49,759	41,000	56,366
	<u>2,136,642</u>	<u>470,759</u>	<u>2,000,962</u>

The school has opted in to the donations scheme for this year. Total amount received was \$40,950.

Other MOE Grants total includes additional COVID-19 funding totalling \$4,176.52 for the year ended 31 December 2020.

3. Locally Raised Funds

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue			
Donations	3,933	52,450	20,827
Activities	16,560	15,000	26,128
Trading	1,107	1,000	985
Fundraising	10,424	7,000	9,864
Other Revenue	82,567	62,550	81,608
	<u>114,591</u>	<u>138,000</u>	<u>139,411</u>
Expenses			
Activities	27,644	27,500	28,557
Trading	1,139	2,400	1,176
Fundraising (Costs of Raising Funds)	8,553	8,000	8,913
Employee Benefits	71,381	57,000	69,285
Other Locally Raised Funds Expenditure	17,379	12,600	15,975
	<u>126,096</u>	<u>107,500</u>	<u>123,906</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>(11,505)</u>	<u>30,500</u>	<u>15,505</u>

4. Learning Resources

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Curricular	22,051	28,900	27,547
Equipment Repairs	-	300	266
Library Resources	377	1,050	384
Employee Benefits - Salaries	1,377,076	89,700	1,259,221
Staff Development	14,551	13,000	10,458
	<u>1,414,055</u>	<u>132,950</u>	<u>1,298,935</u>



5. Administration

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Audit Fee	4,430	3,600	4,097
Board of Trustees Fees	2,835	2,500	2,780
Board of Trustees Expenses	9,724	10,750	12,817
Communication	11,935	15,000	12,921
Consumables	2,500	9,400	4,925
Operating Lease	4,518	19,500	-
Other	149	200	143
Employee Benefits - Salaries	60,848	67,000	59,409
Insurance	8,083	9,000	8,233
Service Providers, Contractors and Consultancy	5,334	5,000	7,277
	<u>110,356</u>	<u>141,950</u>	<u>112,602</u>

6. Property

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Caretaking and Cleaning Consumables	14,205	11,800	9,703
Cyclical Maintenance Provision	15,429	12,500	18,492
Grounds	1,810	1,700	2,123
Heat, Light and Water	12,637	12,200	12,802
Rates	3,090	3,000	3,506
Repairs and Maintenance	22,032	31,800	30,653
Use of Land and Buildings	390,334	-	379,101
Security	3,717	2,500	2,345
Employee Benefits - Salaries	80,052	69,000	65,874
	<u>543,306</u>	<u>144,500</u>	<u>524,598</u>

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

7. Depreciation

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Building Improvements - Crown	33,620	30,000	33,949
Furniture and Equipment	24,664	22,000	27,803
Information and Communication Technology	9,062	14,000	8,954
Leased Assets	24,035	12,000	29,020
Library Resources	2,124	2,000	2,050
	<u>93,505</u>	<u>80,000</u>	<u>101,776</u>



8. Cash and Cash Equivalents

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash on Hand	50	50	50
Bank Current Account	56,097	26,914	40,595
Bank Call Account	45,466	30,000	15,988
Cash and cash equivalents for Statement of Cash Flows	101,613	56,964	56,633

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

9. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Receivables	16,956	5,700	3,719
Interest Receivable	1,017	1,200	1,570
Teacher Salaries Grant Receivable	96,789	87,200	77,699
	114,762	94,100	82,988
Receivables from Exchange Transactions	17,973	6,900	5,289
Receivables from Non-Exchange Transactions	96,789	87,200	77,699
	114,762	94,100	82,988

10. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Stationery	389	173	173
School Uniforms	869	1,051	1,051
	1,258	1,224	1,224

11. Investments

The School's investment activities are classified as follows:

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Asset			
Short-term Bank Deposits	255,570	234,000	213,047
Non-current Asset			
Long-term Bank Deposits	-	-	-
Total Investments	255,570	234,000	213,047



12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Building Improvements	308,075	1,874	(1,439)	1,426	(33,620)	276,315
Furniture and Equipment	118,647	6,904	(475)	(1,335)	(24,664)	99,076
Information and Communication Technology	23,657	5,439			(9,062)	20,034
Leased Assets	46,073	18,896			(24,035)	40,934
Library Resources	14,349	2,828	(189)		(2,124)	14,865
Balance at 31 December 2020	510,801	35,941	(2,103)	91	(93,505)	451,224

The net carrying value of equipment held under a finance lease is **\$40,697 (2019: \$46,073)**

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Building Improvements	650,115	(373,802)	276,315
Furniture and Equipment	414,891	(315,817)	99,076
Information and Communication Technology	126,024	(105,991)	20,034
Leased Assets	87,867	(46,933)	40,934
Library Resources	37,155	(22,290)	14,865
Balance at 31 December 2020	1,316,052	(864,833)	451,224

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Building Improvements	342,229	-	(205)		(33,949)	308,075
Furniture and Equipment	123,610	24,606	(1,766)		(27,803)	118,647
Information and Communication Technology	16,412	16,243	(44)		(8,954)	23,657
Leased Assets	63,514	11,579	-		(29,020)	46,073
Library Resources	13,603	3,312	(516)		(2,050)	14,349
Balance at 31 December 2019	559,368	55,740	(2,531)	-	(101,776)	510,801

The net carrying value of equipment held under a finance lease is **\$46,074 (2018: \$63,515)**

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Building Improvements	649,191	(341,116)	308,075
Furniture and Equipment	410,674	(292,027)	118,647
Information and Communication Technology	148,817	(125,160)	23,657
Leased Assets	100,649	(54,576)	46,073
Library Resources	34,782	(20,433)	14,349
Balance at 31 December 2019	1,344,113	(833,312)	510,801



13. Accounts Payable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	30,760	18,400	15,095
Accruals	17,676	99,900	7,805
Banking Staffing Overuse	-	-	-
Employee Entitlements - Salaries	96,789	-	77,699
Employee Entitlements - Leave Accrual	4,606	-	2,977
	<u>149,831</u>	<u>118,300</u>	<u>103,576</u>
Payables for Exchange Transactions	149,831	118,300	103,576
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)			
Payables for Non-exchange Transactions - Other			
	<u>149,831</u>	<u>118,300</u>	<u>103,576</u>

The carrying value of payables approximates their fair value.

14. Borrowings

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Due in One Year	-	-	2,917
Due Beyond One Year	-	-	-
	<u>-</u>	<u>-</u>	<u>2,917</u>

The school has borrowings at 31 December 2020 of \$0 (31 December 2019 \$2,917). This loan is from the Energy, Efficiency & Conservation for the purpose of installation of solar panels. The loan is unsecured, interest is 0% per annum and the loan is payable with interest in equal instalments of \$750.



15. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	131,835	131,835	113,343
Increase/ (decrease) to the Provision During the Year	15,429	12,500	18,492
Provision at the End of the Year	<u>147,264</u>	<u>144,335</u>	<u>131,835</u>
Cyclical Maintenance - Current	25,000	40,000	56,310
Cyclical Maintenance - Term	122,264	99,000	75,525
	<u>147,264</u>	<u>139,000</u>	<u>131,835</u>

16. Finance Lease Liability

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
No Later than One Year	18,187		25,118
Later than One Year and no Later than Five Years	29,098		27,207
Later than Five Years			
	<u>47,285</u>	-	<u>52,325</u>



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:

	2020	Opening Balances	Receipts from MoE	Payments	BOT Contributions	Closing Balances
		\$	\$	\$	\$	\$
Drainage	<i>in progress</i>	-	25,200	10,518		14,682
Block A & B Refurbishment	<i>in progress</i>	-	37,528	18,364		19,164
Skylight Replacement	<i>in progress</i>	-	9,486	9,486	-	-
Totals		-	72,214	38,368	-	33,846

Represented by:

Funds Held on Behalf of the Ministry of Education

33,846

Funds Due from the Ministry of Education

-

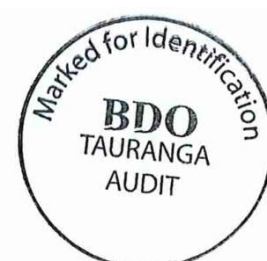
33,846

	2019	Opening Balances	Receipts from MoE	Payments	BOT Contributions	Closing Balances
		\$	\$	\$	\$	\$
Senior Block Refurbishment	<i>completed</i>	125,687		125,687	-	-
Totals		125,687	-	125,687	-	-

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 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.



19. Remuneration

Key management personnel compensation

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

	2020 Actual \$	2019 Actual \$
<i>Board Members</i>		
Remuneration	2,835	2,780
Full-time equivalent members	0.08	0.11
<i>Leadership Team</i>		
Remuneration	348,742	261,975
Full-time equivalent members	3	2
Total key management personnel remuneration	351,577	264,755
Total full-time equivalent personnel	3.08	2.11

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

Principal 1

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

	2020 Actual \$000	2019 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	140-150	130-140
Benefits and Other Emoluments	4 to 5	4 to 5
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2020 FTE Number	2019 FTE Number
100	1.00	
	1.00	0.00

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

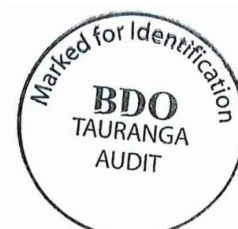
20. Contingencies

Holidays Act Compliance – schools payroll

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

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. The current phase of this review is to design potential solutions for any compliance breaches discovered in the initial phase of the Programme. 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 2020, a contingent liability for the school may exist.



21. Managing Capital

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

22. 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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash and Cash Equivalents	101,613	56,964	56,633
Receivables	114,762	94,100	82,988
Investments - Term Deposits	255,570	234,000	213,047
Total Financial assets measured at amortised cost	<u>471,945</u>	<u>385,064</u>	<u>352,668</u>

Financial liabilities measured at amortised cost

Payables	149,831	118,300	103,576
Finance Leases	44,037	46,800	49,931
Total Financial Liabilities Measured at Amortised Cost	<u>193,868</u>	<u>165,100</u>	<u>156,424</u>

23. Events After Balance Date

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

24. Comparatives

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





Tel: +64 07 571 6280
Fax: +64 07 571 6281
www.bdo.nz

BDO TAURANGA
Level 1 The Hub, 525 Cameron Road,
Tauranga 3110
PO Box 15660, Tauranga 3144
New Zealand

INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF STANLEY AVENUE SCHOOL'S FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

The Auditor-General is the auditor of Stanley Avenue School (the School). The Auditor-General has appointed me, Fraser Lellman, using the staff and resources of BDO Tauranga, 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 18, that comprise the statement of financial position as at 31 December 2020, 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 2020; 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 as applicable to entities that qualify as Tier 2.

Our audit was completed on 31 May 2021. 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.

PARTNERS: Fraser Lellman CA
Donna Taylor CA

Kenneth Brown CA
Paul Manning CA

Janine Hellyer CA
Jenny Lee CA

ASSOCIATE: Michael Lim CA

BDO New Zealand Ltd, a New Zealand limited company, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO New Zealand is a national association of independent member firms which operate as separate legal entities.

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 of Trustees is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board 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 of Trustees is responsible for the other information. The other information comprises the Analysis of Variance, Board of Trustees Listing and Kiwisport Report, 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.



Fraser Lellman
BDO Tauranga
On behalf of the Auditor-General
Tauranga, New Zealand



Stanley Avenue School Annual Report 2020



BOARD OF TRUSTEES ANNUAL REPORT

(FOR THE YEAR ENDED 31 DECEMBER 2020)

**Whaia Kia U
'Strive to Succeed'**

INTRODUCTION

It is our pleasure to present this Annual Report in respect of the operations of our school for the year ending 31st December 2020.

ROLL

The school year began with twelve classrooms and 248 students. By the end of the year we had 267 students. Our Enrolment Scheme became operational from the start of 2018.

GOVERNANCE

The Board of Trustees continued to base all decision making around our School Vision. Our Strategic goals provided clear direction.

The Board of Trustees consisted of Mark Baillie (Chairperson), Lori Potts, Cassie Warburton, Lisa Moore, Sharon Coombe (Parent Trustees) and Sally Oldfield (Staff Trustee).

2020 HIGHLIGHTS

Covid-19 aside 2020 has been another successful year at Stanley Avenue School. We have endeavored to include a snap shot of the wide range of opportunities students are provided with at Stanley Avenue School. However we realise this is only a brief summary. If you would like more detail, feel free to browse the school's web-site below.

[Stanley Avenue Website](#)

NAG 1 – CURRICULUM

The Stanley Avenue Learner

Our school-wide vision of the Stanley Avenue Learner continued to drive teaching and learning actions within the classrooms.

S- Supportive Community of Learners

A- Aspiring to be our best

S- Self Motivated Achievers

Throughout 2020 we regularly reviewed this document as we see it as a 'living document.'

Class Blogs

In 2020 we have continued to place emphasis on class blogs being a snapshot of classroom learning experiences. Class Blogs are relevant to current learning and are updated regularly, aimed at increasing communication between home and school. Feel free to visit our blogs on the school website.

Day Trips/ School Camps / School Wide Themes

The school continued with its aim of making the school's curriculum real and meaningful by encouraging students to take on as many new experiences as possible. Considerable support from the school's PTA enabled day trips and camps to proceed at reduced prices for all students. This included an amazing Senior Camp at Karapiro, a Covid -19 adjusted Year 7-8 Sports Camp, as well as several day trips to local attractions for learning purposes.

Winter Olympics

The 2020 Stanley Ave Winter Olympics Team produced a strong showing at the Kaimai Camp, up against much bigger Auckland Intermediates. Ten schools competed from across the North Island.

Our students must be congratulated for their 'Strive to Succeed' attitude, commitment to the team and overall sportsmanship.

SAS Radio

The SAS radio station continues to provide a real and meaningful opportunity for students to be involved in broadcasting. The station is run by senior students across Terms 2 and 3 and provides great levels of fun and engagement to all involved. The SAS Radio students have to be organised, meet deadlines, and demonstrate strong communication and commitment.



SAS TV

Stanley Avenue TV is a fortnightly production of life at Stanley Avenue School. Students involved learn the production process from planning, filming, editing and presenting. Students upload their news bulletins to YouTube and present to the school fortnightly during Assembly. Middle and Senior School students put this bulletin together, providing them with opportunities to work to deadlines, work collaboratively and think creatively.

Year Eight Graduation

A wonderful farewell for our leavers of 2020 was organised by Mrs Hayes. The 'Enchanted Garden theme' led to a colourful evening full of dance, reflection, celebration and the special end of year awards.

NAG 2 – DOCUMENTATION, REVIEW AND REPORTING

- i. school strengths and identified areas for improvement;
- ii. the basis for identifying areas for improvement; and planned actions for lifting achievement. These points are covered in detail in the school's *Analysis of Variance* already sent to the Ministry.

Implementation of National Education Guidelines

The Board took its responsibilities to implement the National Education Guidelines seriously, keeping itself aware of priority areas and legislative change. Consultation on the Charter and Strategic Plan with the school community was undertaken. The final version was sent to the Ministry of Education by the Board's deadline and approved.

Self Review

During 2020 we undertook our second year of Restorative Practice PD as part of the Te Aroha Kahui Ako. This was facilitated by national and regional co-ordinators and led internally by our Restorative Practice PD team. Internally we continued to focus on our Student Agency professional learning. As part of the Digital Technologies Curriculum implementation we undertook professional learning in the Digital Readiness programme. Internal Professional Development also focused on Te Ao Maori learning, Local Curriculum review and Writing Moderation.

Reporting Achievement

Individual student achievement was reported formally to parents via Parent, Child, Teacher (PaCT) Conferences and written reports. PaCT Conferences were held twice and written reports were issued mid-year at the end of the year to each student. The response to PaCT conferences was approximately 75% on both occasions. Informal reporting, initiated by either the parent or the teacher, occurred whenever there was a need. Whānau Hui consultation took place in conjunction with our Matariki Celebrations. Key information from surveys and student achievement were reported to the school community through the regular weekly newsletter.

In 2020 we continued to review our report format and make subtle changes to our mid-year and end of year reporting in order to be more user friendly and coherent for students, parents and whānau.

NAG 3 – PERSONNEL

Personnel and Industrial Policies

Personnel Changes

During 2020, Stanley Avenue School had a complement of 24 dedicated and professional staff including 12 Classroom Teachers, 3 Classroom/Management Release Teachers, 3 Learner Assistants, Office Manager, Caretaker, Cleaners, 2 Senior Teachers a Deputy Principal, Assistant Principal and Principal. The high calibre of all teaching and non-teaching staff has continued. Willingness to accept responsibility and a shared commitment to achieving our vision for developing excellence in outcomes for students was evident.

Performance Management was undertaken for all staff during 2020. Each staff member uses an online teacher as a learner portfolio site. The portfolio sites include the following areas; priority learner and Maori learner tracking, class targets, classroom walkthroughs, learner inquiry cycle, team collaborative inquiry, personal goal setting and reflections based on the Education Standards. The Principal's performance was appraised on behalf of the Board of Trustees by Shawn Gielen and involved feedback from parents, staff and the Board of Trustees. In 2020 Di Meyler's Deputy Principal's Performance Appraisal was carried out by John Byers as part of John's overall appraisal.

Classroom Release Time was implemented in line with school policy.

Good Employer

The Board of Trustees was committed to being a good employer and upholding Equal Employment Opportunity principles. The Board values all staff and remains supportive of and committed to their continuing development in order to secure the best possible educational outcomes for our tamariki. The Staff and Board of Trustees have a positive approach to performance management with the professional development programme being closely linked to staff appraisal and strategic goals. Teachers use an online portfolio to showcase their evidence against the Education Standards. As reflective practitioners, teachers demonstrate evidence of effective practice, the teaching and learning inquiry cycle and priority and Maori learner progress. A notable shift in the inquiry process for 2020 has seen syndicates undertake initial collaborative inquiries with the aim of accelerated learning progress by priority learners.

The dedication and valuable contributions of all staff was acknowledged by the Board of Trustees on regular occasions throughout the year. Release time, over and above Classroom Release time entitlement as set out in the Primary Teachers Collective Agreement, was provided to all teachers to complete assessment, prepare written reports and carry out school-wide responsibilities. The significant contributions of our Office Manager, Caretaker, Cleaners, Library Assistant and Learner Assistants were consistently acknowledged throughout the year, particularly during Support Staff Day in June.

NAG 4 – FINANCE AND PROPERTY

Kiwi Sport Grant

Kiwi sport is a Government funding initiative to support students' participation in organised sport. In 2020, the school received total Kiwi sport funding of \$4,159.03 (excluding GST). The funding was spent on releasing a teacher to attend all district events, comprehensive lunchtime sporting activities and a wide range of purchased equipment that led to increased sporting opportunities.

Staff at Stanley Avenue School are committed to providing a wide variety of fundamental skill, physical activity and sporting opportunities. The addition of targeted lunchtime coaching and mentoring by staff has helped students consolidate and extend their skills in various sporting codes.

Students have been provided with a wide range of sporting opportunities (see the News Centre on the School's web-site.) We would like to acknowledge the support and resourcing by Sport Waikato and Project Energise with coaching and fun day opportunities.

Budget

Financial management systems provide for soundly based budget estimates and accurate monitoring of expenditure. This allows the Board of Trustees to implement planned financial decisions that are appropriate and timely within the demanding element of changing educational needs. The Board of Trustees appreciates the significant input of Accountant Sharon Coombe from Diprose Miller and Associates. Our Board of Trustees Financial Committee has a continually growing understanding of our school finances.

Significant financial contributions from our Parent Teacher Association led to resources being able to be purchased to enhance learning opportunities for students.

Expenditure

Stanley Avenue School continued to enhance its resources with a wide range of purchases in 2020. This included a variety of numeracy resources including Mathletics, as well as digital resources. A considerable amount of money is set aside for staff Professional Development to enhance teaching and learning opportunities.

Property Innovations

Our major Property focus for 2020, was putting together comprehensive planning for the Refurbishment of A and B Blocks. At the completion of this project we will have two 'State of the Art' learning areas across the school. We hope to have the Room 3-4 Refurbishment completed by the end of 2021.

NAG 5 – HEALTH AND SAFETY**Safety of Students and Employees**

Students were reminded regularly about 'living the School's values'. Our senior school students were role models in living this vision. They provided an excellent model for all of our Learning Community.

Regular messages regarding sun safety, personal, bus and traffic safety were given during assemblies and through newsletters as well as from outside agencies. Evacuation procedures were practised in line with school policy regularly. Risk and Management Systems were completed for all Education outside the Classroom activities following the updated Ministry Guidelines. ('Bringing the Curriculum Alive, 2016'.)

Training of road patrollers and bus wardens, as well as bus safety talks were conducted by the Police Education Officer. The School made the commitment of sending all road patrollers, bus wardens and office monitors to Rainbows End to reward their service.

John Byers and Robbin Durbin (Caretaker) conducted regular Health and Safety walks to ensure student safety.

Health and Safety practices were consistent with the Health and Safety Act 2014. Our Health and Safety Committee comprises of John Byers, Di Meyler, Lori Potts and Hayley Williams. Hayley Williams is our Staff Health and Safety representative. Our current hazards register and day to day hazards procedures were reviewed and updated during 2020.

NAG 6 – LEGISLATION

Board members have assumed responsibility for various portfolios including the Chair and Secretary. Board Sub-Committees have been established for Finance, Property, Health & Safety, Community Consultation, Personnel and Equal Employment Opportunities. Kids' Club, which offers After School Care for students attending Stanley Avenue School, continued with full support of the Board of Trustees.

FUTURE DIRECTIONS

Raising student achievement for our Priority and Māori learners will continue to be a major focus for 2021. Enhancing Written Language and Mathematics achievement school wide will continue to be an ongoing focus. Inquiry themes will be founded on the principles of ensuring meaning and relevance for learners.

A major focus for 2021 and beyond in school and across the Kāhui Ako will be the development of our 'Learner Agency.' A key focus for 2021 will be on Cultural Responsiveness. As a school we will continue to focus on raising our Māori profile for the betterment of our Māori learners. We will continue to reflect on our Māori Conceptual Framework and act on recommendations. We will reflect on the best ways to engage with our whānau. During 2021 we will continue to make our Te Reo Māori learning progressions alive and living. A strategic initiative for 2021 is to establish a whānau support group in order to help enhance Māori achieving success as Māori.

As a Te Aroha Kāhui Ako we continue to focus on Restorative Practice in order to empower our learners.



COMMUNITY ACKNOWLEDGEMENTS

An industrious and dedicated Staff and Board supported by a strong group of parents and whānau, have continued to contribute to the successful team approach which operates at Stanley Avenue School. The Board of Trustees has supported quality teaching and learning programmes and provided governance of the school in a progressive manner which has ensured continued steps towards achieving our strategic goals.

The Board appreciates and extends its sincere thanks to the following:-

- The students for their caring and positive attitude, taking the opportunities offered and the way they live our School Vision, Values and Learner Dimensions.
- The Stanley Avenue staff for their ongoing commitment to providing Stanley Avenue students with a quality education. They are dedicated and innovative in their teaching of the New Zealand and School Curriculum and are always striving to enhance their practice in order for our learners
- Parents and community members volunteering valuable time to assist with the delivery of learning programmes, Education Outside The Classroom (EOTC) experiences, maintenance of resources and our environment, coaching of weekend sport programmes, managing school teams and providing transport, and supervision. Without this commitment the opportunities we provide for our students would be considerably restricted.
- Community organisations, clubs, charities, agencies and businesses for their ongoing support of our school through their services and funding.
- Also Rosemary Hendrikise for the role she plays in being the Te Aroha Kāhui Ako Lead Principal.



2020 Annual Report

'Whaia Kia U'

Strive to Succeed.

Prepared by:-

John Byers
PRINCIPAL

23/05/2021

Mark Baillie
CHAIRPERSON

23/05/2021