

# SUNNYVALE SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### School Directory

<b>Ministry Number:</b>	1519
<b>Principal:</b>	Katie Pennicott
<b>School Address:</b>	34 Ribblesdale Road, Henderson, Auckland 0612
<b>School Postal Address:</b>	34 Ribblesdale Road, Henderson, Auckland 0612
<b>School Phone:</b>	09 838 9248
<b>School Email:</b>	admin@sunnyvale.school.nz

#### **Members of the Board of Trustees**

<b>Name</b>	<b>How Position Gained</b>	<b>Position</b>	<b>Term Expires</b>
Carena McCalman	Elected	Parent Rep	May-19
Chris Irving	Elected	Parent Rep	May-22
Flora Murray	Elected	Parent Rep	May-22
Jessica Shirley	Elected	Staff Rep	May-22
Katie Pennicott	Appointed	Principal	Current
Lana Laurenson	Elected	Parent Rep	May-22
Philip Dywer	Elected	Parent Rep	May-22
Rebecca Greenwood	Elected	Chairperson	May-22
Sara Sabin	Elected	Staff Rep	Mar-20

#### **Service Provider:**

Leading Edge Services (2017) Ltd, PO Box 20496, Glen Eden, Auckland

# SUNNYVALE SCHOOL

Annual Report - For the year ended 31 December 2020

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# Sunnyvale 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.

Philip James Dwyer

Full Name of Board Chairperson

Katie Ellen Purnicott

Full Name of Principal

[Signature]

Signature of Board Chairperson

[Signature]

Signature of Principal

31.5.2021

Date:

31.5.2021

Date:

# Sunnyvale School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Revenue</b>				
Government Grants	2	4,162,604	4,018,778	4,101,633
Locally Raised Funds	3	187,206	126,650	143,718
Interest income		8,106	15,000	20,562
		<u>4,357,916</u>	<u>4,160,428</u>	<u>4,265,913</u>
<b>Expenses</b>				
Locally Raised Funds	3	47,388	112,700	89,613
Learning Resources	4	2,567,631	2,471,926	2,533,702
Administration	5	226,008	199,702	234,670
Finance		9,658	7,049	8,184
Property	6	1,224,221	1,193,518	1,237,737
Depreciation	7	123,933	165,000	139,160
Loss on Disposal of Property, Plant and Equipment		45,729	-	3,022
		<u>4,244,568</u>	<u>4,149,895</u>	<u>4,246,088</u>
<b>Net Surplus / (Deficit) for the year</b>		113,348	10,533	19,825
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>113,348</u>	<u>10,533</u>	<u>19,825</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.

# Sunnyvale 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		1,825,197	1,825,193	1,805,372
Total comprehensive revenue and expense for the year		113,348	10,533	19,825
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		5,074	-	-
Equity at 31 December	23	1,943,619	1,835,726	1,825,197
Retained Earnings		1,943,619	1,835,726	1,825,197
Equity at 31 December		1,943,619	1,835,726	1,825,197

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.

# Sunnyvale School

## Statement of Financial Position

As at 31 December 2020

		2020	2020	2019
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	904,125	978,993	850,460
Accounts Receivable	9	222,884	265,916	265,916
GST Receivable		24,794	10,926	10,926
Prepayments		2,055	9,486	9,486
Inventories	10	4,760	18,198	18,198
Investments	11	281,055	103,497	103,497
		<u>1,439,673</u>	<u>1,387,016</u>	<u>1,258,483</u>
<b>Current Liabilities</b>				
Accounts Payable	13	202,426	170,318	170,315
Provision for Cyclical Maintenance	14	11,446	1,833	1,833
Painting Contract Liability - Current Portion	15	-	22,892	22,892
Finance Lease Liability - Current Portion	16	29,419	29,073	29,073
Funds held for Capital Works Projects	17	15,285	12,192	12,192
		<u>258,576</u>	<u>236,308</u>	<u>236,305</u>
<b>Working Capital Surplus/(Deficit)</b>		<u>1,181,097</u>	<u>1,150,708</u>	<u>1,022,178</u>
<b>Non-current Assets</b>				
Property, Plant and Equipment	12	<u>932,693</u>	<u>841,046</u>	<u>959,047</u>
		932,693	841,046	959,047
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	88,212	74,009	74,009
Painting Contract Liability	15	-	17,446	17,446
Finance Lease Liability	16	81,959	64,573	64,573
		<u>170,171</u>	<u>156,028</u>	<u>156,028</u>
<b>Net Assets</b>		<u>1,943,619</u>	<u>1,835,726</u>	<u>1,825,197</u>
<b>Equity</b>	23	<u>1,943,619</u>	<u>1,835,726</u>	<u>1,825,197</u>

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



# Sunnyvale School

## Statement of Cash Flows

For the year ended 31 December 2020

		2020	2020	2019
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
<b>Cash flows from Operating Activities</b>				
Government Grants		1,031,920	978,006	932,376
Locally Raised Funds		159,339	54,581	68,625
Goods and Services Tax (net)		(13,868)	(2,645)	(2,645)
Payments to Employees		(447,970)	(439,857)	(448,517)
Payments to Suppliers		(418,960)	(538,730)	(599,146)
Cyclical Maintenance Payments in the year		(5,243)	(24,016)	(10,361)
Interest Paid		(9,658)	(7,049)	(8,184)
Interest Received		7,964	16,817	22,379
Net cash from/(to) Operating Activities		303,524	37,107	(45,473)
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(62,191)	(207,271)	(142,309)
Purchase of Investments		(177,558)	(103,497)	619,409
Net cash from/(to) Investing Activities		(239,749)	(310,768)	477,100
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		5,074	-	
Finance Lease Payments		(29,385)	35,872	(86,249)
Painting contract payments		(22,892)	(17,446)	(17,446)
Funds Held for Capital Works Projects		37,093	(1,831)	(1,831)
Net cash from/(to) Financing Activities		(10,110)	16,595	(105,526)
<b>Net increase/(decrease) in cash and cash equivalents</b>		53,665	(257,066)	326,101
Cash and cash equivalents at the beginning of the year	8	850,460	1,236,059	524,359
<b>Cash and cash equivalents at the end of the year</b>	8	904,125	978,993	850,460

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.

# Sunnyvale School

## Notes to the Financial Statements

### For the year ended 31 December 2020

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Sunnyvale 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 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 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.

#### ***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	40 years
Furniture and equipment	10 years
Information and communication technology	4 years
Motor vehicles	5 years
Textbooks	3 years
Leased assets held under a Finance Lease	3-5 years
Library resources	12.5% Diminishing value

#### **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. 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.

#### **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 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) 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).

#### **p) 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.

#### **q) 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.

#### **r) Budget Figures**

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

#### **s) 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	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Operational Grants	763,386	815,988	736,085
Teachers' Salaries Grants	2,136,005	2,082,302	2,214,660
Use of Land and Buildings Grants	994,888	934,288	974,244
Resource Teachers Learning and Behaviour Grants	47,319	44,000	54,024
Other MoE Grants	215,835	120,200	108,272
Other Government Grants	5,171	22,000	14,348
	<b>4,162,604</b>	<b>4,018,778</b>	<b>4,101,633</b>

The school has opted in to the donations scheme for this year. Total amount received was \$70,800.

Other MOE Grants total includes additional COVID-19 funding totalling \$33,845 for the year ended 31 December 2020.

## 3. Locally Raised Funds

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

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
<b>Revenue</b>			
Donations	88,434	1,000	21,296
Activities	1,804	65,700	48,598
Trading	47,557	52,000	64,146
Fundraising	49,411	7,950	9,678
	<b>187,206</b>	<b>126,650</b>	<b>143,718</b>
<b>Expenses</b>			
Activities	3,521	68,700	44,621
Trading	43,625	42,000	44,161
Fundraising (Costs of Raising Funds)	242	2,000	831
	<b>47,388</b>	<b>112,700</b>	<b>89,613</b>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<b>139,818</b>	<b>13,950</b>	<b>54,105</b>

## 4. Learning Resources

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Curricular	33,570	36,720	47,421
Equipment Repairs	86	-	2,348
Library Resources	3,227	3,654	2,606
Employee Benefits - Salaries	2,469,392	2,389,052	2,412,246
Staff Development	61,356	42,500	69,081
	<b>2,567,631</b>	<b>2,471,926</b>	<b>2,533,702</b>

## 5. Administration

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Audit Fee	6,150	5,500	6,310
Board of Trustees Fees	2,670	7,500	3,595
Board of Trustees Expenses	18,582	7,550	14,011
Communication	4,504	5,200	4,987
Consumables	57,815	47,100	67,411
Operating Lease	-	-	260
Other	15,110	16,804	13,730
Employee Benefits - Salaries	94,567	84,500	97,915
Insurance	10,678	10,548	10,128
Service Providers, Contractors and Consultancy	15,932	15,000	16,323
	<u>226,008</u>	<u>199,702</u>	<u>234,670</u>

## 6. Property

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Caretaking and Cleaning Consumables	80,493	62,500	81,606
Cyclical Maintenance Provision	11,613	38,000	24,345
Grounds	7,589	7,700	12,540
Heat, Light and Water	37,308	38,000	35,628
Rates	103	30	44
Repairs and Maintenance	30,347	55,500	56,396
Use of Land and Buildings	994,888	934,288	974,244
Security	7,644	6,500	7,381
Employee Benefits - Salaries	54,236	51,000	45,553
	<u>1,224,221</u>	<u>1,193,518</u>	<u>1,237,737</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	14,435	19,218	14,435
Furniture and Equipment	34,566	46,020	34,176
Information and Communication Technology	51,755	68,906	46,594
Leased Assets	20,308	27,037	40,474
Library Resources	2,869	3,819	3,481
	<u>123,933</u>	<u>165,000</u>	<u>139,160</u>

## 8. Cash and Cash Equivalents

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash on Hand	200	200	200
Bank Current Account	870,175	745,065	616,532
Bank Call Account	33,750	33,728	33,728
Short-term Bank Deposits	-	200,000	200,000
Cash and cash equivalents for Statement of Cash Flows	904,125	978,993	850,460

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	-	40,133	40,133
Interest Receivable	916	774	774
Banking Staffing Underuse	55,729	90,209	90,209
Teacher Salaries Grant Receivable	166,239	134,800	134,800
	222,884	265,916	265,916
Receivables from Exchange Transactions	916	40,907	40,907
Receivables from Non-Exchange Transactions	221,968	225,009	225,009
	222,884	265,916	265,916

## 10. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Stationery	161	76	76
School Uniforms	4,599	18,122	18,122
	4,760	18,198	18,198

## 11. Investments

The School's investment activities are classified as follows:

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Asset			
Short-term Bank Deposits	281,055	103,497	103,497
Total Investments	281,055	103,497	103,497

## 12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Building Improvements	474,433	-	-	-	(14,435)	459,998
Furniture and Equipment	246,556	36,297	(5,504)	-	(34,566)	242,783
Information and Communication Technology	142,339	21,108	(2,680)	-	(51,755)	109,012
Leased Assets	71,353	83,683	(33,910)	-	(20,308)	100,818
Library Resources	24,366	2,220	(3,636)	-	(2,869)	20,081
<b>Balance at 31 December 2020</b>	<b>959,047</b>	<b>143,308</b>	<b>(45,730)</b>	<b>-</b>	<b>(123,933)</b>	<b>932,692</b>

The net carrying value of equipment held under a finance lease is \$100,818 (2019: \$71,353)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Building Improvements	577,403	(117,405)	459,998
Furniture and Equipment	473,188	(230,405)	242,783
Information and Communication Technology	354,358	(245,346)	109,012
Leased Assets	149,039	(48,221)	100,818
Library Resources	77,821	(57,740)	20,081
<b>Balance at 31 December 2020</b>	<b>1,631,809</b>	<b>(699,117)</b>	<b>932,692</b>

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Building Improvements	488,868	-	-	-	(14,435)	474,433
Furniture and Equipment	193,931	87,138	(337)	-	(34,176)	246,556
Information and Communication Technology	81,866	109,268	(2,201)	-	(46,594)	142,339
Leased Assets	125,491	22,873	(36,537)	-	(40,474)	71,353
Library Resources	25,644	2,687	(484)	-	(3,481)	24,366
<b>Balance at 31 December 2019</b>	<b>915,800</b>	<b>221,966</b>	<b>(39,559)</b>	<b>-</b>	<b>(139,160)</b>	<b>959,047</b>

The net carrying value of equipment held under a finance lease is \$71,353 (2018: \$125,491)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Building Improvements	577,403	(102,970)	474,433
Furniture and Equipment	447,139	(200,583)	246,556
Information and Communication Technology	336,387	(194,048)	142,339
Leased Assets	161,898	(90,545)	71,353
Library Resources	88,860	(64,494)	24,366
<b>Balance at 31 December 2019</b>	<b>1,611,687</b>	<b>(652,640)</b>	<b>959,047</b>



### 13. Accounts Payable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	14,381	13,498	13,498
Accruals	6,147	6,310	6,307
Employee Entitlements - Salaries	166,239	134,800	134,800
Employee Entitlements - Leave Accrual	15,659	15,710	15,710
	<u>202,426</u>	<u>170,318</u>	<u>170,315</u>

Payables for Exchange Transactions	202,426	170,318	170,315
	<u>202,426</u>	<u>170,318</u>	<u>170,315</u>

The carrying value of payables approximates their fair value.

### 14. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	75,842	75,842	61,858
Increase/ (decrease) to the Provision During the Year	11,613	38,000	13,984
Use of the Provision During the Year	12,203	(38,000)	-
Provision at the End of the Year	<u>99,658</u>	<u>75,842</u>	<u>75,842</u>
Cyclical Maintenance - Current	11,446	1,833	1,833
Cyclical Maintenance - Term	88,212	74,009	74,009
	<u>99,658</u>	<u>75,842</u>	<u>75,842</u>

### 15. Painting Contract Liability

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Current Liability	-	22,892	22,892
Non Current Liability	-	17,446	17,446
	<u>-</u>	<u>40,338</u>	<u>40,338</u>

In 2009 the Board signed an agreement with Scheduled Maintenance Services Ltd (the contractor) for an agreed programme of work covering a twelve year period. The programme provides for an interior and exterior repaint of the Ministry owned buildings in 2009, with regular maintenance in subsequent years. The agreement has an annual commitment of \$22,892. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid at balance sheet date. The liability has not been adjusted for inflation and the effect of the time value of money.

## 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	38,198		36,231
Later than One Year and no Later than Five Years	93,425		73,266
Later than Five Years	-		
	<u>131,623</u>	<u>-</u>	<u>109,497</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 \$
ESOL Conversion	<i>in progress</i>	21,413	29,690	(36,960)	-	14,143
Block 2 Modernisation	<i>completed</i>	(9,221)	-	-	9,221	-
Internal Classroom Upgrade	<i>in progress</i>	-	296,527	(297,893)	-	(1,635)
Soffit Project	<i>in progress</i>	-	40,512	(37,735)	-	2,777
Totals		<u>12,192</u>	<u>366,729</u>	<u>(372,588)</u>	<u>9,221</u>	<u>15,285</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	15,285
	<u>(15,285)</u>

	2019	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$
ESOL Conversion	<i>in progress</i>	22,363	-	(950)	-	21,413
Block 2 Modernisation	<i>in progress</i>	(8,340)	-	(882)	-	(9,221)
Re-Key School	<i>completed</i>	-	34,898	(34,898)	-	-
Totals		<u>14,023</u>	<u>34,898</u>	<u>(36,730)</u>	<u>-</u>	<u>12,192</u>

## 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	2,670	3,595
Full-time equivalent members	0.10	0.06
<i>Leadership Team</i>		
Remuneration	575,502	345,346
Full-time equivalent members	5	3
Total key management personnel remuneration	578,172	348,941
Total full-time equivalent personnel	5.10	3.06

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

### *Principal*

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

	2020 Actual \$000	2019 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	140-150	110-130
Benefits and Other Emoluments	0-5	0-5
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
100-110	1.00	1.00
110-120	2.00	
	3.00	1.00

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 trustees, committee member, 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:

	2020 Actual	2019 Actual
Total	\$16,695	-
Number of People	2	-

## 21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2020 (Contingent liabilities and assets at 31 December 2019: nil).

### *Holidays Act Compliance – schools payroll*

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

The Ministry'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.

## 22. Commitments

### (a) Capital Commitments

As at 31 December 2020 the Board has entered into contract agreements for capital works as follows:

(a) \$416,196 contract for Internal Classroom Upgrades to be completed in 2021, which will be fully funded by the Ministry of Education. \$296,258 has been received of which \$282,110 has been spent on the project to date.

(Capital commitments at 31 December 2019: \$xxx)

### (b) Operating Commitments

As at 31 December 2020 the Board has not entered any contracts:

## 23. 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.

## 24. 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	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash and Cash Equivalents	904,125	978,993	850,460
Receivables	222,884	265,916	265,916
Investments - Term Deposits	281,055	103,497	103,497
Total Financial assets measured at amortised cost	<u>1,408,064</u>	<u>1,348,406</u>	<u>1,219,873</u>

### Financial liabilities measured at amortised cost

Payables	202,426	170,318	170,315
Finance Leases	111,378	93,646	93,646
Painting Contract Liability	-	40,338	40,338
Total Financial Liabilities Measured at Amortised Cost	<u>313,804</u>	<u>304,302</u>	<u>304,299</u>

## 25. Events After Balance Date

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

## 26. Comparatives

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

**RSM Hayes Audit**

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## Independent Auditor's Report

### To the readers of Sunnyvale School's Financial statements For the year ended 31 December 2020

The Auditor-General is the auditor of Sunnyvale School (the School). The Auditor-General has appointed me, Jason Stinchcombe, using the staff and resources of RSM Hayes Audit, 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 (PBE) Standards Reduced Disclosure Regime.

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 of 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 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 includes the statement of responsibility, board member list, analysis of variance, 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 Sunnyvale School.

A handwritten signature in blue ink, reading 'Jason Stinchcombe'.

**Jason Stinchcombe**  
RSM Hayes Audit  
On behalf of the Auditor-General  
Auckland, New Zealand

# Analysis of Variance Reporting

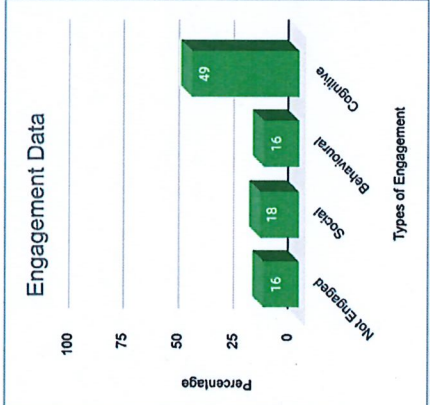


School Name:	Sunnyvale Primary School	School Number:	1519
Strategic Aim:	1. All learners will experience success and belonging where learning responds to their culture and identity. 2. All learners will experience teaching and learning opportunities that connect the curriculum across school, home, community and culture.		
Annual Aim:	To create, spread and embed educationally powerful connections and relationships.		
Target:	Walk through observations and surveys will provide a pedagogical lens to student data- these walkthrough observations measured learning focused culture through student engagement in purposeful learning tasks. Our target was an 80% engagement rate across the school.		
Baseline Data:	25% of time observed students were not engaged. 39% of time observed students were engaged behaviourally, but not cognitively.		

Engagement Data

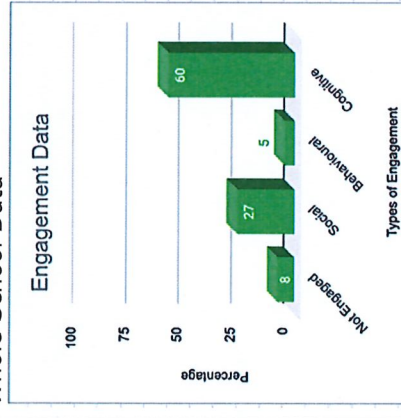
Types of Engagement	Percentage
Not Engaged	25
Social	12
Behavioural	39
Cognitive	24



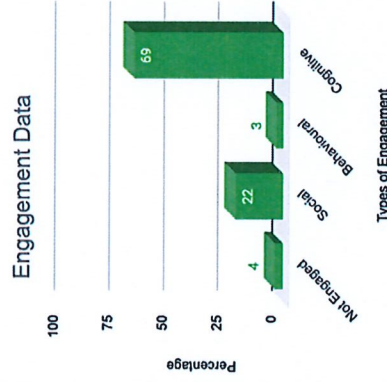
<b>Actions</b> <i>What did we do?</i>	<b>Outcomes</b> <i>What happened?</i>	<b>Reasons for the variance</b> <i>Why did it happen?</i>	<b>Evaluation</b> <i>Where to next?</i>
<p>We worked on a co-constructed leadership inquiry. The Leadership Team carried out research and reading into student engagement and learning focused culture. We then created measurable criteria for three types of engagement: Behavioural, Social and Cognitive. Teachers worked in teams to find and share research regarding deliberate acts of teaching and theorising around these increasing engagement rates. Teams selected specific deliberate acts to implement.</p> <p>Senior leaders carried out fortnightly walk-through observations. Engagement was measured and reported back to teams. This data was used as evidence to develop teacher practice through the deliberate acts of teaching.</p> <p>In response to walk-through data, teams then identified subsequent deliberate acts of teaching to implement. The inquiry was iterative and responsive.</p> <p>In Terms 1-2 the data was gathered during reading lessons. In Term 3 the data was gathered</p>	<p><b>Term 1</b> Whole School Data</p>  <p><b>Term 2</b> Whole School Data</p> 	<p>The variance recorded indicates the shifts in pedagogical approaches. Teaching practice shifted from a behavioural focus towards a cognitive and social focus.</p> <p>This happened because as a school we were developing our approach to teaching and learning through cultural relationships for responsive pedagogy. Alongside this we were redesigning our literacy curriculum, developing a whole school approach to accelerated progress and learning focused culture. The engagement inquiry was a part of those areas of development. Teachers could see the deliberate acts of teaching in literacy contexts and develop their capacity, capability and expertise to apply these.</p> <p>During this time we experienced two COVID lockdowns. Teachers were able to connect the deliberate acts of teaching to the online learning platforms cohesively. Engagement measures were used in the second lockdown to explore increasing engagement through social connections online.</p>	<p>The variance in engagement exceeded our expectations.</p> <p>By Term 3, in all classrooms, cognitive and social engagement was at 87% of total time observed. Behavioural engagement decreased 5% to and non-engagement lowered to 8%.</p> <p>We had hoped to connect this data to achievement data. However, the lockdowns, particularly the second one here in Auckland, and a positive COVID case at our school resulted in a decrease in regular attendance rates, and as such progress has been impeded. We will continue into 2021, and will see the increase in achievement data after a more settled period at school.</p> <p>In 2021 we will continue this inquiry- however we will further develop our understanding of engagement through specific deliberate acts of teaching and interactions in mathematics. Our achievement data in mathematics indicates this is our next area of focus.</p> <p>We will be asking:</p>

during writing lessons. In Term 4 the data was gathered during maths lessons.

Term 3  
Whole School Data



Term 4



Can we apply our learning about modelling, peer talk and open-ended tasks to engagement and achievement in mathematics?

What does modelling look like in mathematics learning?

We will be engaging with the PaCT tool to support our judgements.

How can we apply our learning about whole class teaching and learning, supported by group teaching and learning, modelling books and tracking sheets from literacy to mathematics?


## Planning for next year:

**Strategic aim 2021-2023:** All learners will make at least one year's worth of progress every year.

**Annual goal 2021:** All students will have progressed 2-4 sub-levels per year.  
**Initiatives:**

1. Establish learning support initiatives and interventions.



- 
2. Develop shared understandings of progress indicators and deliberate acts of teaching that accelerate progress.
  3. Become data literate around achievement, engagement and attendance.

**Success measures:**

1. Learning support programmes and interventions evident of accelerated progress.
2. Teaching practice evident of appropriate deliberate acts of acceleration.
3. 85-90 % of students achieving within or above expected levels and making 2-4 sublevels of progress per year.
4. 85-90% engagement evident through surveys.
5. 90-95% student attendance.

## **School**

**Sunnyvale School**

## **KIWISPORT NOTE**

*Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2020, the school received total Kiwisport funding of \$6950.15 (excluding GST). The funding was spent on providing new sports gear/sports trolleys for our students to use at break times. We also had our concrete areas repainted with games (hopscotch, twister, handball, running lanes and other activities) and our 2 netball courts repainted. The number of students participating in activities before school and break times has increased across the school.*