

Dunedin Christian Schools Association Incorporated



2022 Performance Report



PO Box 8144 :: Gardens :: Dunedin 9041

5 Hillary Street :: Liberton :: Dunedin

<http://www.libertonchristian.school.nz/dunedin-christian-schools-association/>

Dunedin Christian Schools Association Incorporated

Contents

Chairperson's Report	3
Principal's Report	5
Treasurer's Report	8
Annual General Meeting Agenda 2023	9
Annual General Meeting Minutes 2022	10
Entity Information	12
Statement of Service Performance.....	13
Statement of Financial Performance	14
Statement of Financial Position.....	15
Statement of Cash Flows.....	17
Statement of Accounting Policies	18
Notes to the Performance Report	19
Independent Auditor's Report	244
Statements of Attendance Dues Cash Flows	26
Independent Auditor's Report to Statements of Attendance Dues Cash Flows	28
Attendance Dues	30
Directory of Council Members	31
Liberton Christian School Board of Trustees	32
List of Association Members	33

Cover photo: 2022 whole school photo (Liberton Christian School), McRobie Studios Dunedin

Chairperson's Report



It felt a little like two steps forward and one step back as we progressed through 2022; but looking back it was a productive year. There were significant maintenance projects completed. We replaced the matting under our junior playground, which had deteriorated through our flats conversion building project. The finished surface provides improved safety, and as a bonus is eye-catching. Drainage for the area adjacent to the basement was improved, and the basement wall sealed. The resulting dry space is now much more useable for storage; and the integrity of the building has also been preserved. We are still waiting on some railings and a gate and a bit of painting to officially finish the junior classroom block. These delays are outside our control.

ERO visited Liberton in 2022, and we were pleased once again, to be able to demonstrate how our special character influences the running of the school across all areas. We have agreed with them to work together to evaluate the impact of structured literacy on students' progress and achievement across this review cycle. Another focus is to make closer links with cultural groups within our school community to ensure we are culturally responsive. This fits well with our special character, affirming each of our students are uniquely created by God; and working together, we can continue to have a diverse yet cohesive school community.

We had pressure on our school roll all year, with a growing waiting list as we approached the start of 2023. It is clear that we are no longer able to meet the demand from Dunedin Christian families for primary and intermediate education for their children with our current integration agreement. An expression of interest to increase our roll to 140 students was filed near the end of the 2022 year. This was acknowledged by the MinEdu, and is now being developed, with the help of the Christchurch Christian Education Network staff, into a Roll Increase Application.

Thanks once again go to my fellow Councillors for their hard work behind the scenes. Paul Copland, Campbell Paton and Bonnie Shotbolt served with me on the Board of Trustees as Proprietors' Representatives across the year. Bill Lee continues to act as our secretary; and Celia our able treasurer, keeps us all on track. I am ever grateful for the practical skills of Campbell and of Tony Sizemore for keeping the property maintenance and improvements happening in a timely manner. We have farewelled both Bonnie and Christine Smith-Han as they have left Dunedin.

At the last AGM we discussed developing a fund for strategic property purchased for further development of Liberton Christian School, perhaps through expansion of the current site; or even through the acquisition of a site elsewhere in Dunedin, which could operate as a satellite campus. This did not progress in 2022; but remains a necessary step if we are to expand the school further. There is need for DCSA members and/or parents of the school passionate about expansion to take on this challenge.

Last year was actually the 40th anniversary of the founding of Liberton Christian School. We postponed celebrating due to lingering COVID related restrictions and disruptions, but are thrilled to be able to mark the milestone soon after this AGM. We acknowledge the dedication and vision,

Dunedin Christian Schools Association Incorporated

prayers and hard physical labour of the initial DCSA founders which have enabled us all, by God's grace, to grow the school to the thriving community it is today.

Thanks to each of our members for your ongoing prayers and support, as we celebrate 40 years, we also celebrate you!

Jan Jopson
Chair

Principal's Report



2022 was a mix of blessings and on-going challenges due to the covid-19 pandemic entering its third year. We felt a higher level of impact on the school and wider community as a subtle weariness was also present. We were encouraged by these words from Psalm 91, whoever dwells in the shelter of the most High will rest in the shadow of the Almighty. I will say of the Lord, "He is my refuge and my fortress, my God, in whom I trust."

STAFF AND ROLL

Mrs Fleming took maternity leave and Miss Erin Corry was appointed full-time to cover the 2022 school year. Mrs Stowell was appointed to a full-time teaching role in the junior team. We started the year with 112 students and finished the year with 118 students.

The teachers and class levels were:

Year 7-8	Mrs Bennington
Year 5-6	Mr Peacock (Deputy Principal)
Year 3-4	Mrs Copland
Year 2	Miss Corry
Year 1-2	Mrs Stowell
Year NE-1	Miss Neill and Mrs Sizemore

Specialist visual arts teacher, Mrs Jones.

Specialist music teacher (band and choir), Miss Mah.

Mrs Karen Boyes continued to support us with her excellent school administration skills, and Mrs Alison Gray joined our staff as teacher aide.

Mrs Yolanda Storm continued her valued support as our volunteer librarian.

It was with sadness we heard of the passing to glory of Mrs Rosalin Stewart who was a much-loved teacher at LCS from 1990-2004. Rosalin taught our year 1-3 children during her years with us. She was remembered very fondly as a faithful and composed colleague as well as a kind and caring teacher.

During term 2 I was able to take a sabbatical break which had been postponed twice due to the pandemic. I enjoyed a time of refreshment and the opportunity to spend extra time with family.

COVID-19

Term 1 was significantly impacted by covid-19 restrictions. The RED setting meant teachers and year 5-8 students were wearing masks indoors, visitors were severely limited, and we had many other restrictions across the school. There were no community assemblies during the first term, and many other events were cancelled. We marvelled at how resilient our students were during this time. Term 2

Dunedin Christian Schools Association Incorporated

saw some of the restrictions eased under the ORANGE setting, but with autumn came a high level of COVID into the school community, including the teaching staff. Again, we were thankful for God's gracious hand over us, as we always had enough staff to keep the school fully operational. We held parent teacher conferences online and towards the end of the term, our community assemblies resumed with some restrictions and strategies in place to minimise potential COVID spread. By the beginning of term 3, at least half of our staff and students had contracted and recovered from COVID. By mid-term 3 we were reducing COVID restrictions further and we were able to bring back whole school singing and full assemblies by the end of the term. It had been a long journey and we were delighted to get back to largely normal operation for term 4.

DCSA IMPROVEMENTS

We were thankful for the improvements provided by the DCSA over the year. The replacement of the concrete pathway around the back of the school fixed the water problem in the basement, which is now a greatly appreciated dry storage space. The new safety matting under the junior playground is not only aesthetically pleasing, but also a much safer fall zone for our junior students. The replacement of the old concrete with new asphalt at the front area of the school was the finishing touch to the main entrance.

STUDENTS

We continued to seek leadership opportunities for our intermediate students, despite the restrictions across much of the year. Our year 8 students all attended National Young Leaders Day in the Town Hall and completed Physical Activity Leadership training. We supported them to lead where possible within school.

Over the year we had a small number of sports teams participating in netball, basketball, Rippa and badminton competitions. We are always grateful to our parents who help coach and manage sports teams. Our term 2 swimming lessons at Moana Pool were cancelled but term 3 lessons went ahead. Our own school cross-country and athletics events went ahead later in the year.

A big highlight of the year was the presentation of our school stage production, *Saved by the Book*, at the end of term 3. It was the first major whole school and community event in two years and we really enjoyed bringing everyone together without restrictions. It was a wonderful evening of fellowship and appreciation of the Performing Arts.

Another joyful moment was our graduation assembly at the end of term 4. Being able to celebrate our year 8 graduates' time at Liberton in a full assembly, without restriction was a wonderful end to the year.

We can reflect upon 2022 and see God's faithful provision and grace over us. We are grateful for all that we have been able to achieve and the growth and development of our students. We continue to be thankful for the community of parents and friends of the school who partner with us and support us with prayer, transport, supervision, coaching, camp leadership, fundraising and many other things.

Dunedin Christian Schools Association Incorporated

Together we strive to uphold the vision laid down by our founders forty years ago; *“our children, as part of the Christian community, learning with enthusiasm, growing in knowledge, developing their abilities, and desiring to serve God.”*

Fiona Sizemore
Principal

Dunedin Christian Schools Association Incorporated

Treasurer's Report



The 2022 year has been very successful for the DCSA as Proprietors of Liberton Christian School. We have finished the new classroom project, resurfaced the Junior Playground, asphalted the forecourt, and undertaken much needed drainage repairs under the main building.

The majority of this work was thanks to an additional Ministry of Education Essential Property Maintenance Package.

The 2022 financials show increased revenue of \$154,274. This is due to the additional \$65,285 Ministry funding mentioned above, which was a one-off “top up” of funding for the 2022 year. We also had increased attendance dues of \$19,065. Property costs include the drainage works of \$15,380. Overall, we have closed the 2022 year up \$50,679 cash in the bank.

The 2023 budget shows a lesser surplus from the 2022 actuals. This is mainly due to the one-off additional Ministry funding in the 2022 year. In the 2023 year we have budgeted \$70,612 for the capital works. This includes the Room 6 refurbishment which is nearly completed already, replacing the flooring in several classrooms and staffroom, installing security cameras, and upgrading the swings area at the rear of the school. We are also budgeting a \$25,000 lump sum repayment towards our mortgages.

We would like to thank all our members for their continued support and prayers.

Celia Nicoll
Treasurer

Dunedin Christian Schools Association Incorporated

Agenda of the 44th Annual General Meeting

The 44th Annual General Meeting of the Dunedin Christian Schools Association (Inc.) will be held on

Tuesday 28 March 2023, 7:30pm

at Liberton Christian School, 5 Hillary Street, Pine Hill, Dunedin

AGENDA

1. Opening Devotion
2. Attendance and Apologies
3. Confirmation of Minutes – AGM March 2022
4. Matters arising from the minutes
5. Chairman's Report
6. Principal's Report
7. Treasurer's Report, Financial Statements, Budget
8. Confirmation of Membership Subscription (for 2024 year)
9. Appointment of Auditor (for 2023 year)
10. Election of Council
11. Proposed amendments to Constitution
12. General Business
13. Closing
14. Supper

Dunedin Christian Schools Association Incorporated

Minutes of the 43rd Annual General Meeting

1. PRELIMINARY

1. The meeting was held at 7:30 pm on Tuesday, March 29th, 2022, via Zoom.
2. Jan Jopson (Chairperson) chaired the meeting and welcomed all.
3. Jan then gave a devotional on Colossians 2:1-3, focussing on verse 3, “in Christ are hidden all the treasures of wisdom and knowledge.” These words are on the Liberton crest, and form the basis of the DCSA mission statement. She linked this to the concept of Christian unity found in the book of Ephesians – that as the board, school staff, and parents are in Christ then this is an excellent start towards unlocking those treasures of wisdom and knowledge for ourselves and for our children in all aspects of life.
4. Robert Storm (Member) opened in prayer.

2. ATTENDANCE AND APOLOGIES

The attendance register noted 17 members, plus several interested community members. Apologies were received from Christine Smith-Han, Joyce Larsen, and Steuart and Honor Henderson.

3. MINUTES OF THE 42nd AGM

Agreed that the Minutes, as circulated in March 2021 in the Annual Report document, were a true and accurate record of the meeting. (Bill Lee/Celia Nicoll)

4. MATTERS ARISING

There were no matters arising from the 42nd AGM.

5. THE CHAIRMAN’S REPORT

This was included in the Annual Report circulated prior to the meeting, and was taken as read and adopted. (Neville Jopson/Bonnie Shotbolt).

6. THE PRINCIPAL’S REPORT

Fiona Sizemore spoke to her report (which was also included in the Annual Report). Fiona highlighted the benefits of the new classrooms, and the disruptions associated with COVID-19. Her report was accepted. (Nicole Klemetson/Josh Spence)

7. TREASURER’S REPORT/FINANCIAL STATEMENT

Celia presented her report and the financial statements for the 2021 year (which were included in the Annual Report). Celia noted that although the bank account was significantly depleted due to the new classroom building, the DCSA remained in a healthy financial position. She then spoke to the 2022 budget, noting an increase in the normal government funding, and a special one-off Essential Property Maintenance Package (currently allocated to replacing the matting under the Junior playground, upgrading drainage under the main building, and resealing the forecourt in front of the office.) She also noted additional maintenance funding earmarked for refurbishment to Room Six. Her report and the financial statements for 2021 were adopted (Celia Nicoll/Melissa Gray). The 2022 Budget was adopted (Celia Nicoll/Bonnie Shotbolt).

Dunedin Christian Schools Association Incorporated

8. APPOINTMENT OF AUDITOR

Celia informed the meeting that due to changes in the Ministry of Education reporting requirements, the auditor we had been using (Yuet Kwan Marshall) is not suitably qualified to perform the audit. We have been fortunate to secure the services of her employer, Chris Saxton, who is qualified. So he has completed the 2021 audit for us, and Celia recommended that he continue for the 2022 year as well. The meeting confirmed the continued appointment of Chris Saxton as auditor. (Celia Nicoll/Melissa Gray)

9. CONFIRMATION OF MEMBERSHIP SUBSCRIPTION

Agreed that membership subscriptions should be continued at \$15 for an individual member and \$25 for a married couple. (Jan Jopson/Fiona Sizemore)

10. ELECTION OF THE DCSA COUNCIL

Nominations were sought prior to the meeting for the vacancies on the Council. The retiring councillors Bill Lee, Tony Sizemore, and Celia Nicoll were all nominated for a further two-year term. Bonnie Shotbolt was also nominated. No other nominations were received. The Chair declared all elected to Council as the total number on Council did not exceed the threshold for an election (10).

11. GENERAL BUSINESS

- a) Paul Schinkelshoek: The meeting acknowledged the passing of Paul, a strong supporter of the DCSA and Liberton Christian School over many decades. Paul was heavily involved in building what is now Classroom Six.
- b) Strategy planning:
 - A robust discussion was had around the idea of setting up a strategic development fund. The fund would be created using donations, and perhaps long-term no-interest loans, from families in the school community. The fund would be used as a deposit should any suitable properties adjacent to the school become available for purchase.
 - Motion: That the DCSA develop a fund for strategic property purchases for the further development of Liberton Christian School. (Jan Jopson/Bonnie Shotbolt)

13. CLOSING

Tony Sizemore closed the meeting with prayer at 9 pm.

Dunedin Christian Schools Association Incorporated

Entity Information for the year ended 31 December 2022

Legal Name of Entity	Dunedin Christian Schools Association Incorporated		
Other Name of Entity	Dunedin Christian Schools Association		
Type of Entity	Incorporated Society		
Registration Numbers	CC22980	(Charities Register)	
	247161	(Charitable Trusts Register)	

Entity's Purpose or Mission

To establish, maintain and staff Christian schools.

Entity Structure

The Association is governed by a Council consisting of five to ten members of the Association who have been elected at an Annual General Meeting. Membership of the Association is open to those who subscribe to Association's Constitution and is subject to approval by the Council.

The Association is non-denominational; while it has a Christian basis it is not affiliated to any church or denomination.

The Association and Council are bound by the Association's Constitution.

Main Sources of the Entity's Cash and Resources

Attendance dues paid by parents of children attending the Association's school and government grants.

Main Methods Used by the Entity to Raise Funds

Provision of facilities for the operation of a state-integrated primary school.

Entity's Reliance on Volunteers and Donated Goods or Services

Council members perform their duties on a voluntary basis.

Additional Information

The Association owns the Liberton Christian School property. Liberton Christian School is operated by a Board of Trustees to which the Association is entitled to appoint 4 (out of 11) members.

Contact Details

Physical Address	5 Hillary Street, Pine Hill, Dunedin
Postal Address	PO Box 8144, Gardens, Dunedin 9041
Website	www.libertonchristian.school.nz/dunedin-christian-schools-association/

Dunedin Christian Schools Association Incorporated

Statement of Service Performance for the year ended 31 December 2022

Outcomes:

Improve the school property

2021 Actual	2022 Budget		2022 Actual	2023 Budget
1	4	Building improvements/projects	3	4

Additional Information:

In the 2022 year, the Association used the available Ministry of Education Essential Property Maintenance Package to undertake several overdue maintenance projects. The full allocation of \$66,332 (GST excl) was used for drainage works, playground resurfacing and new asphaltting. A fourth project (Classroom 6 refurbishment) has been delayed until the 2023 year.

In the 2023 year the Association also plans to refurbish Classroom 6, install security cameras, replace the flooring in several classrooms and staffroom, and upgrade the swings area. The estimated cost of this work has been included in the budgeted Fixed Asset schedule.

Dunedin Christian Schools Association Incorporated

Statement of Financial Performance for the year ended 31 December 2022

2021 Actual \$	2022 Budget \$		Note	2022 Actual \$	2023 Budget \$
Revenue					
209,816	337,609	Revenue from providing services	1	364,090	303,752
848	765	Membership subscriptions		796	570
2,535	2,000	Donations		2,130	2,000
161	0	Interest		81	0
<u>213,360</u>	<u>340,374</u>	<i>Total revenue</i>		<u>367,097</u>	<u>306,322</u>
Expenses					
66,345	96,834	Costs of providing services	2	113,807	124,534
40,081	143,316	Property costs	3	59,760	55,966
30,220	42,472	Depreciation	4	36,858	47,759
<u>136,646</u>	<u>282,622</u>	<i>Total expenses</i>		<u>210,425</u>	<u>228,259</u>
<u>76,714</u>	<u>57,752</u>	Surplus/(Deficit) for the year		<u>156,672</u>	<u>78,063</u>



This financial statement should be read in conjunction with the accompanying accounting policies, notes and independent auditor's report on pages 24 to 245

Dunedin Christian Schools Association Incorporated

Statement of Financial Position as at 31 December 2022

2021 Actual \$	2022 Budget \$		Note	2022 Actual \$	2023 Budget \$
Assets					
Current Assets					
32,399	32,117	Bank accounts and cash	5	83,078	87,485
4,016	1,545	Debtors and prepayments	6	2,169	1,762
<u>36,415</u>	<u>33,662</u>	<i>Total current assets</i>		<u>85,247</u>	<u>89,247</u>
Non-Current Assets					
1,371,648	2,043,927	Property, plant and equipment	8	2,343,717	2,375,405
646,234	0	Fixed Asset Work in Progress		8,836	0
<u>2,017,882</u>	<u>2,043,927</u>	<i>Total non-current assets</i>		<u>2,352,553</u>	<u>2,375,405</u>
<u>2,054,297</u>	<u>2,077,589</u>	Total Assets		<u>2,437,800</u>	<u>2,464,652</u>
Liabilities					
Current Liabilities					
62,739	66,688	Creditors and accrued expenses	7	67,962	78,550
<u>62,739</u>	<u>66,688</u>	<i>Total current liabilities</i>		<u>67,962</u>	<u>78,550</u>
Non-Current Liabilities					
516,766	480,107	Term loan	9	479,898	419,850
14,291	12,541	Equitable lease	10	12,541	10,791
<u>531,057</u>	<u>492,648</u>	<i>Total non-current liabilities</i>		<u>494,439</u>	<u>430,641</u>
<u>593,796</u>	<u>559,336</u>	Total Liabilities		<u>560,401</u>	<u>509,191</u>
1,460,501	1,518,253	Total Assets Less Total Liabilities (Net Assets)		1,877,399	1,955,461



This financial statement should be read in conjunction with the accompanying accounting policies, notes and independent auditor's report on pages 24 to 25

Dunedin Christian Schools Association Incorporated

Statement of Financial Position as at 31 December 2022

2021 Actual \$	2022 Budget \$		Note	2022 Actual \$	2023 Budget \$
		Accumulated Funds	11		
0	0	Capital contributed by members		0	0
1,167,201	1,224,953	Accumulated surpluses		1,323,873	1,401,935
293,300	293,300	Reserves		553,526	553,526
<u>1,460,501</u>	<u>1,518,253</u>	Total Accumulated Funds		<u>1,877,399</u>	<u>1,955,461</u>

For and on behalf of the Council



Jan Jopson

Chairperson

CN

Treasurer

Date: 15 March 2023

This financial statement should be read in conjunction with the accompanying accounting policies, notes and independent auditor's report on pages 24 to 25

Dunedin Christian Schools Association Incorporated

Statement of Cash Flows for the year ended 31 December 2022

2021 Actual \$	2022 Budget \$		2022 Actual \$	2023 Budget \$
Cash Flows from Operating Activities				
<i>Cash was received from:</i>				
0	0	Donations from non-members	0	0
3,283	2,875	Receipts from members	2,776	2,830
147,315	240,775	Receipts from providing services	253,501	193,463
161	0	Interest	81	0
34,321	8,396	Goods and Services Tax (net)	8,099	12,220
<i>Cash was applied to:</i>				
0	0	Payments to employees	0	0
(60,367)	(123,208)	Payments to suppliers	(41,873)	(48,654)
0	0	Donations or grants paid	0	0
124,713	128,838	<i>Net cash flows from operating activities</i>	222,584	159,859
Cash Flows from Investing and Financing Activities				
<i>Cash was received from:</i>				
209,500	0	Proceeds from borrowings	0	0
0	0	Sale of property, plant and equipment	0	0
0	0	Sale of investments	0	0
<i>Cash was applied to:</i>				
(418,564)	(68,517)	Purchase of property, plant and equipment	(111,302)	(70,612)
(55,413)	(60,603)	Repayment of loans	(60,603)	(84,840)
(264,477)	(129,120)	<i>Net c/f from investing and financing activities</i>	(171,905)	(155,452)
(139,764)	(282)	Net Increase/(Decrease) in Cash	50,679	4,407
172,163	32,399	Opening Cash	32,399	83,078
32,399	32,117	Closing Cash	83,078	87,485
32,399	32,117	<i>This is represented by:</i>	83,078	87,485
		Bank Accounts and Cash		



This financial statement should be read in conjunction with the accompanying accounting policies, notes and independent auditor's report on pages 24 to 245

Dunedin Christian Schools Association Incorporated

Statement of Accounting Policies for the year ended 31 December 2022

Basis of Preparation

The Association has elected to apply PBE SFR-A (NFP)—Public Benefit Entity Simple Format Reporting, Accrual (Not-For-Profit)—on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the Association will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The Association is registered for GST. Therefore, amounts recorded in the Performance Report are exclusive of GST (if any) except for accounts receivable and accounts payable which are shown inclusive of GST.

Income Tax

The entity is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Valuation of Property, Plant and Equipment

Land

Land is valued at the greater of cost or government valuation. Increases in land values are capitalised in the Land Revaluation Reserve.

Property Improvements, Plant and Equipment

Property improvements, plant and equipment are valued at cost less accumulated depreciation. Depreciation is charged to the Statement of Financial Performance so as to spread the cost of an asset over its useful life.

Buildings	2–25% diminishing value
Property improvements	2–40% diminishing value
Furniture and fittings	8–25% diminishing value
School equipment	13% diminishing value

Revenue Recognition

The Association receives a government grant from the Ministry of Education for improving and maintaining its buildings. This grant is recorded as revenue when the Association has the rights to the funding, which is in the year that the funding is received.

Donations are recorded as revenue when they are received into the Association's bank account.

Attendance dues are recorded as revenue when they are charged to the parents of children attending Liberton Christian School.

Membership subscriptions are recorded as revenue when they are charged to Association members.

Changes in Accounting Policies

There have been no in accounting policies. All policies have been applied on bases consistent with those used in the previous year.



Dunedin Christian Schools Association Incorporated

Notes to the Performance Report for the year ended 31 December 2022

2021 Actual \$	2022 Budget \$		2022 Actual \$	2023 Budget \$
1. Revenue from Providing Services				
63,971	68,988	Attendance dues	83,036	71,257
81,164	172,004	Government grant	170,957	122,501
62,931	94,867	Notional LCS lease	108,347	108,244
0	0	Rental income	0	0
1,750	1,750	Equitable lease amortisation	1,750	1,750
<u>209,816</u>	<u>337,609</u>		<u>364,090</u>	<u>303,752</u>
2. Cost of Providing Services				
3,762	3,837	Administration costs	6,056	17,481
552	500	Bad debts written off	104	500
(900)	(2,370)	Doubtful debts	(700)	(1,690)
62,931	94,867	LCS operation	108,347	108,243
0	0	Promotion	0	0
<u>66,345</u>	<u>96,834</u>		<u>113,807</u>	<u>124,534</u>
3. Property Costs				
12,967	13,762	Insurance	13,762	19,407
0	0	Legal fees	0	0
21,622	23,945	Loan interest	23,943	24,792
818	100,842	Maintenance	17,451	7,000
4,674	4,767	Rates	4,604	4,767
<u>40,081</u>	<u>143,316</u>		<u>59,760</u>	<u>55,966</u>
4. Depreciation				
18,787	29,386	Buildings	24,981	31,526
7,686	8,576	Property improvements	7,475	11,760
3,728	4,493	Furniture and fittings	4,385	4,458
19	17	School equipment	17	15
<u>30,220</u>	<u>42,472</u>		<u>36,858</u>	<u>47,759</u>



Dunedin Christian Schools Association Incorporated

Notes to the Performance Report – continued

2021 Actual \$	2022 Budget \$		2022 Actual \$	2023 Budget \$
5. Bank Accounts and Cash				
32,399	32,117	BNZ Current Account	83,078	87,485
0	0	Christian Savings Term Deposit	0	0
<u>32,399</u>	<u>32,117</u>		<u>83,078</u>	<u>87,485</u>
6. Debtors and Prepayments				
0	0	Accounts Receivable	0	0
1,743	1,495	Attendance dues receivable	1,859	1,712
160	50	Membership subscriptions receivable	310	50
0	0	Insurance prepaid	0	0
2,113	0	GST receivable	0	0
<u>4,016</u>	<u>1,545</u>		<u>2,169</u>	<u>1,762</u>
7. Creditors and Accrued Expenses				
0	0	Accounts Payable	0	0
0	6,369	GST payable	5,986	18,296
59,840	59,840	Current portion of non-current loans	60,048	60,048
1,099	1,135	Attendance dues prepaid	828	886
0	0	Membership subscriptions prepaid	0	0
1,800	(656)	Provision for doubtful debts	1,100	(680)
<u>62,739</u>	<u>66,688</u>		<u>67,962</u>	<u>78,550</u>



Dunedin Christian Schools Association Incorporated

Notes to the Performance Report – continued

8. Property, Plant and Equipment

This Year

Asset Class	Opening Carrying Amount	Addition/ Disposal	Revaluation Gains	Current Year Depreciation & Impairment	Closing Carrying Amount
Land	389,774	0	260,226	0	650,000
Buildings	868,849	673,078	0	24,981	1,516,946
Property improvements	89,695	72,012	0	7,475	154,232
Furniture and fittings	23,201	3,611	0	4,385	22,427
School equipment	129	0	0	17	112
Total	1,371,648	748,701	260,226	36,858	2,343,717

Last Year

Land	389,774	0	0	0	389,774
Buildings	887,636	0	0	18,787	868,849
Property improvements	97,381	0	0	7,686	89,695
Furniture and fittings	18,422	8,507	0	3,728	23,201
School equipment	148	0	0	19	129
Total	1,393,361	8,507	0	30,220	1,371,648

Land has been revalued in the current year to the most recent ratings valuation.

All other asset classes are carried at cost, but are insured for a total replacement value of \$8,281,769.

9. Term Loan

A loan of \$453,000, secured over 3a and 3b Hillary Street, was taken out with Christian Savings Limited to fund the purchase of said properties. During the 2020 year those titles were amalgamated with the existing school property at 5 Hillary Street. The loan is now secured over the new amalgamated title, 5 Hillary Street. At balance date the balance outstanding was \$346,893.58 and the interest rate was 4.14%. The term is 180 months, and will expire on 11 May 2033.

The Council drew down additional borrowing of \$209,500 from Christian Savings Limited in the 2021 year in order to complete the new classroom refurbishment. The loan is also secured over the new amalgamated title, 5 Hillary Street. At balance date the balance outstanding was \$193,051.87 and the interest rate was 4.14%. The term is 180 months, and will expire on 13 May 2036.

10. Equitable Lease

An equitable leasehold interest recognises an interest in an asset without transferring ownership or creating a charge over the asset. This equitable leasehold interest represents the Liberton Christian School Board of Trustees' interest in capital works assets owned by the DCSA but paid in whole or in part by the former.

A lease between the DCSA and the LCS BOT records the terms of the equitable leasehold interest and includes a detailed schedule of capital works assets. The equitable leasehold interest is being amortised over 20 years based on the economic life of the capital works assets involved. The interest may be realised on the sale of the capital works by the DCSA on the closure of the school.



Dunedin Christian Schools Association Incorporated

Notes to the Performance Report – continued

11. Accumulated Funds

This Year

Description	Capital Contributed by Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	0	1,167,201	293,300	1,460,501
Surplus/(Deficit)	0	156,672	0	156,672
Historic Adjustments	0	0	0	0
Transfer to Reserves	0	0	260,226	260,226
Transfer from Reserves	0	0	0	0
Total	0	1,323,873	553,526	1,877,399

Last Year

Opening Balance	0	1,090,486	293,300	1,383,786
Surplus/(Deficit)	0	76,714	0	76,714
Historic Adjustments	0	1	0	1
Transfer to Reserves	0	0	0	0
Transfer from Reserves	0	0	0	0
Total	0	1,167,201	293,300	1,460,501

Breakdown of Reserves

Name	Nature and Purpose	2022 Actual \$	2021 Actual \$
Land Revaluation Reserve	To record the difference between cost and government valuation of land so that such revaluations are not applied directly to core capital	553,526	293,300
Total		553,526	293,300



Notes to the Performance Report – continued

12. Commitments and Contingencies

Commitments

The Association intends to refurbish Classroom 6 in the 2023 year. A contractor has been engaged, and a deposit paid. The Association is committed to a further \$23,709 (GST inclusive). No other commitments have been made with regard to spending.

There are no other commitments as at balance date (last year – nil).

There are no contingent liabilities or guarantees as at balance date (last year – nil).

13. Other

There are no significant grants or donations with conditions which have not been recorded as a liability.

There have been no goods or services provided to the Association in kind.

Excepting the property asset disclosed in Note 8, there are no assets used as security for liabilities.

14. Assets Held on Behalf of Others

There are no assets held on behalf of others.

15. Related Party Transactions

The Board of Trustees of Liberton Christian School is a related party because the Association appoints representatives to the Board. In 2022 those representatives were Jan Jopson, Campbell Paton, and Paul Copland. The Board of Trustees, through the Association's representatives, has some influence on the DCSA Council. Any services or contributions between the Association and the Board of Trustees are disclosed with an indication of the amount where relevant.

Tony Sizemore, a member of the DCSA Council, is married to Fiona Sizemore, who is the principal of Liberton Christian School and a member of its Board of Trustees.

Christine Smith-Han was a member of the DCSA Council in the 2022 year. She is married to Kelby Smith-Han who was a member of the Liberton Christian School Board of Trustees in the 2022 year.

The children of five DCSA Council members (Campbell Paton, Celia Nicoll, Paul Copland, Christine Smith-Han, and Bonnie Shotbolt) attended Liberton Christian School in the 2022 year. The attendance dues for their respective families are paid at the standard rates.

16. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (last year – nil).

17. COVID-19

The Council has not been significantly impacted by the COVID-19 pandemic.



INDEPENDENT AUDITOR'S REPORT

To the Members of Dunedin Christian Schools Association Incorporated



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND

Opinion

We have audited pages 14 to 23 of the performance report of Dunedin Christian Schools Association Incorporated ("the Association"), which comprise the statement of financial position as at 31 December 2022, the statement of financial performance and the statement of cash flows for the year then ended, the statement of accounting policies and notes to the performance report.

In our opinion, the accompanying performance report presents fairly, in all material respects, the financial position of the Association as at 31 December 2022, and its financial performance and cash flows for the year then ended in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) Standard issued by the New Zealand Accounting Standards Board, relevant to reporting financial position, financial performance and cash flows.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Performance Report* section of our report. We are independent of the Association in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the Association.

Other Information: Entity Information and Statement of Service performance

Those charged with governance are responsible for the other information. The other information on pages 12 and 13 comprises the entity information and the statement of service performance.

Our opinion on the performance report 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 performance report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the performance report, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, 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.

Responsibilities of Those Charged with Governance for the Performance Report

Those charged with governance are responsible on behalf of the Association for the preparation and fair presentation of the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) Standards, and for such internal control as those charged with governance determine is necessary to enable the preparation of performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, those charged with governance are responsible on behalf of the Association for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless those charged with governance either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the pages 14 to 23 of the performance report 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 conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, 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.
- 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 entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Association and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity'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 performance report 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 entity to cease to continue as a going concern.

We communicate with those charged with governance 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. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance report.

Restriction of Distribution or Use

This report is made solely to the Association, as a body. Our audit work has been undertaken so that we might state to the Association those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association, as a body, for our audit work, for this report or for the opinions we have formed.



Saxton Chartered Accountants

Dunedin

15 March 2023

Dunedin Christian Schools Association Incorporated

Statement of Attendance Dues Cash Flows for the year ended 31 December 2022

	Notes	2021 Actual \$	2023 Budget \$	2022 Actual \$
Income				
Attendance dues		66,161	70,962	82,544
Expenditure				
Attendance dues administration		0	0	0
Project construction (cash contribution)	1	534,978	0	61,397
Project support	2	0	0	0
Lease/rental payments		0	0	0
Insurance		0	19,407	13,762
Building warrants of fitness		165	1,772	1,738
Agency/service agreements		0	0	0
Debt servicing		55,125	84,840	60,603
Other		0	0	0
		<u>590,268</u>	<u>106,019</u>	<u>137,500</u>
Net Surplus (Deficit)		<u>(524,107)</u>	<u>(35,057)</u>	<u>(54,956)</u>
Proprietor's contribution to cover deficit		0	0	0



The above statement should be read in conjunction with the accompanying notes and Auditor's Report.

Dunedin Christian Schools Association Incorporated

Statement of Changes in Reserves for the year ended 31 December 2022

	2021 Actual \$	2023 Budget \$	2022 Actual \$
Balance at start of year	(832,294)	(1,411,357)	(1,356,401)
Income statement surplus (deficit)	(524,107)	(35,057)	(54,956)
Balance at end of year	<u>(1,356,401)</u>	<u>(1,446,414)</u>	<u>(1,411,357)</u>

The above statement should be read in conjunction with the accompanying notes and Auditor's Report.

Notes to the Statement of Attendance Dues Cash Flows for the year ended 31 December 2022

1. Project construction (cash contribution) relates to Liberton Christian School, the proprietor's only school.
2. Project support relates to Liberton Christian School, the proprietor's only school.

The statements on this and the preceding page are required by the Ministry of Education to account for attendance dues collected.



INDEPENDENT AUDITOR'S REPORT

To the members of the Dunedin Christian Schools Association Incorporated



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND

Opinion

We have audited the special purpose financial report of the Dunedin Christian Schools Association ("the Association") in the format as required by the Ministry of Education as set out on pages 26 to 27, which comprises the Statement of Attendance Dues Cash Flows, Statement of Changes in Reserves, and Notes to the Statement of Attendance Dues Cash Flows for the year ended 31 December 2022.

In our opinion, the accompanying financial statements of the Association for the year ended 31 December 2022 are prepared, in all material respects, in accordance with the financial reporting requirements of the Ministry of Education.

Basis for opinion

We conducted my audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the Association.

Association's Responsibility for the Special Purpose Financial Report

The Association is responsible for the preparation and presentation of this special purpose financial report in accordance with the financial reporting requirements of the Ministry of Education. This responsibility includes designing, implementing, and maintaining internal controls relevant to the preparation and presentation of the special purpose financial report that is free from material misstatement, whether due to fraud or error, and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibilities for the Audit of the Special Purpose Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is 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 conducted in accordance with ISAs (NZ) will always detect

a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, 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.
- 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Association.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Association, and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association'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 report 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 audit report. However, future events or conditions may cause the Association to cease to continue as a going concern.

We communicate with the Association 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.

Other Matters - Limitation of Scope and Restriction on Use and Distribution

As indicated above, the special purpose financial report on pages 26 to 27 have been prepared in accordance with the financial reporting requirements of the Ministry of Education only. The special purpose financial report and related auditor's report may not be suitable for any other purpose. Our report is intended solely for the Association to fulfil the reporting requirements of the Ministry of Education and should not be distributed to or used by parties other than the Association.



Saxton Chartered Accountants

15 March 2023

Dunedin

New Zealand

Dunedin Christian Schools Association Incorporated

Attendance Dues as at 31 December 2022

Proprietors of integrated schools are permitted to charge attendance dues to enable them to recover the cost of purchasing and upgrading school buildings.

The gazetted maximum level of attendance dues at Liberton Christian School (LCS) is \$888.89 excluding GST (\$1,022.22 including GST) per annum, per child.

In practice, attendance dues at LCS are charged on a scale based on the net (after tax) combined annual family income. The scale has been structured in this way in an attempt to make education at LCS available to any family regardless of financial circumstances.

Scale of Full Year Attendance Dues (including GST)				
Net Family Income	1 child	2 children	3 children	4 or more children
\$20,000	\$500	\$750	\$875	\$1,000
\$25,000	\$600	\$900	\$1,050	\$1,200
\$30,000	\$700	\$1,050	\$1,225	\$1,400
\$35,000	\$800	\$1,200	\$1,400	\$1,600
\$40,000	\$900	\$1,350	\$1,575	\$1,800
\$45,000	\$1,000	\$1,500	\$1,750	\$2,000
\$50,000	\$1,000	\$1,650	\$1,925	\$2,200
\$55,000	\$1,000	\$1,800	\$2,100	\$2,400

The maximum attendance dues charged for any child is currently \$869.57 excluding GST (\$1,000.00 including GST). Families with more than one child at LCS, and lower-income families, enjoy substantial reductions. The Association has absorbed the GST increase that has occurred since integration.

Dunedin Christian Schools Association Incorporated

Council Members in 2022

<i>Name & Address/ Occupation</i>	<i>Office</i>	<i>Term Expiry</i>
Jan Jopson , BSc, EdM 112 Factory Road, Mosgiel Caseworker	Chairperson	March 2023
Bill Lee , BSc, PhD 98 Tanner Road, Glenleith, Dunedin Scientist	Secretary	March 2024
Celia Nicoll , BSc, BCom (Hons), CA 18 Edinburgh Street, Green Island, Dunedin Manager	Treasurer	March 2024
Paul Copland , BSc (Hons), PhD 31 Butler Street, Maori Hill, Dunedin Ethicist		March 2023
Campbell Paton 46 Dovecote Avenue, Corstorphine, Dunedin Builder/landlord		March 2023
Tony Sizemore , NZCE 682 North Road, Upper Junction, Dunedin Transport planner		March 2024
Christine Smith-Han , BMLSc, MBus (Finance) 92 Signal Hill Road, Opoho, Dunedin Analyst (Asset Management)		resigned October 2022
Bonnie Shotbolt , BA, GradDipTching (Secondary) 2 Seamount Drive, Red Beach, Auckland Teacher		March 2024

Dunedin Christian Schools Association Incorporated

Liberton Christian School Board of Trustees in 2022

<i>Name</i>		
<i>Occupation</i>	<i>Office</i>	<i>Term Expiry</i>
Fiona Sizemore , BEd(Tchg)	Principal	Indefinite
Grant Peacock , BEd, Dip Tchg, PGDipTchg	Staff Representative	Indefinite
Jan Jopson , BSc, EdM	Proprietor's representative	Indefinite
Nicole Klemetson , BEd(Tchg)	Parent representative	Sept 2025
Craig Grounds	Parent representative	resigned Sept 2022
Daryl Schwenke , MSc, PhD	Parent representative	resigned Sept 2022
Campbell Paton	Proprietor's representative	resigned Sept 2022
Bonnie Shotbolt , BA, GradDipTching	Proprietor's representative	resigned March 2023
Kelby Smith-Han , BA, MHealSc(MENH), PhD	Parent representative	resigned June 2022
Megan Spence	Parent representative	Sept 2025
Sally Mangai	Parent representative	Sept 2025
John Egbuji	Parent representative	Sept 2025
Paul Copland , BSc (Hons), PhD	Proprietor's representative	Indefinite

Dunedin Christian Schools Association Incorporated

Association Members as at 31 December 2022

Rene & Monica Aarsen, Dunedin	Alastair & Karen McPherson, Dunedin
David & Wendy Berg, Dunedin	Sam & Sally Mangai, Dunedin
Florian & Kirsten Beyer, Dunedin	Celia Nicoll, Dunedin
Peter & Esther Byslma, Mosgiel	Campbell & Ann Paton, Dunedin
Paul & Jacquie Copland, Dunedin	Nathan & Rachel Pettigrew, Dunedin
Winston Copland, Dunedin	Sonya Roper, Martinborough
Mark & Monica Dewdney, Dunedin	Bep Schinkelshoek, Dunedin
Azriel & Melissa Gray, Dunedin	Daryl & Jayne Schwenke, Dunedin
Denys Gray, Dunedin	Aidan & Bonnie Shotbolt, Dunedin
John & Laura Hannah, Nelson	Tony & Fiona Sizemore, Dunedin
Steuart & Honor Henderson, Martinborough	Kelby & Christine Smith-Han, Australia
Da & Saan Huang, Dunedin	Erik & Georgina Stolte, Dunedin
Stuart & Gail Johnson, Dunedin	Robert & Antje Storm, Dunedin
Neville & Jan Jopson, Mosgiel	Roland & Yolanda Storm, Dunedin
Elisabeth Jurgens, Dunedin	Tina Taal, Mosgiel
Marion Kerr, Allanton	Jean Tromop, Dunedin
Mike & Nicole Klemetson, Dunedin	Netty van der Woude, Dunedin
Joseph & Renee Koh, Dunedin	John & Connie van Dyk, Dunedin
Joyce Larsen, Auckland	Andre & Anita van Rij, Dunedin
Bill & Daphne Lee, Dunedin	Nel van't Wout, Dunedin
Solomon Ling & Ebony Hsu, Dunedin	Alison Wilson, Dunedin