


REPUBLIC OF KENYA



Enhancing Accountability

REPORT

 THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 10 JUN 2025	DAY: TUESDAY.
TABLED BY:	HON. NAOMI WAQO. DEPUTY CHIEF WHIP
CLERK-AT-THE-TABLE:	PERPETUAL MUIGA.

PARLIAMENT
OF KENYA
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OF

THE AUDITOR-GENERAL

ON

**ST. THOMAS GIRLS' SECONDARY
SCHOOL**

**FOR THE YEAR ENDED
30 JUNE, 2024**

KILIFI COUNTY



ST. THOMAS GIRLS' SECONDARY SCHOOL

P.O. Box 1362 - 80108
Kilifi

Tel: 0739 668 782
Email: stthomasgirls@gmail.com

06/05/2025



**The Auditor General,
Office of the Auditor General,
P.O. Box 30084 - 00100,
NAIROBI**

Dear Sir /Madam

RE: AMENDED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

Enclosed herewith please find the Amended Financial Statements for St. Thomas Girls' Secondary School done as per IPSAS and Public Finance Management Act 2012 for your necessary action.

Yours faithfully,

SENIOR PRINCIPAL
ST. THOMAS GIRLS SEC SCHOOL
P.O BOX 1362-80108, KILIFI.
Date:.....Sign:.....

**MRS EUNICE MWAISEGHE
SENIOR PRINCIPAL /SECRETARY BOM**



St Thomas girls Secondary School

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED
30TH JUNE 2024

Prepared in accordance with the Cash Basis of Accounting Method under the International Public Sector Accounting Standards (IPSAS)

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1. Acronyms and Definition of Key Terms

A. Acronyms.

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	Free Day Secondary Education
TSC	Teachers Service Commission
SMASSE	Strengthening of Mathematics and Science in Secondary Education

B. Definition of Key Terms

Comparative Year- Means the prior period.

2. Key School Information and Management

(a) Background information

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is in Kilifi County, Kilifi North Sub-County.

The school was registered in 02/2012 under registration number **03S/3000/0196** and is currently categorized as a *Extra County* public school established, owned or operated by the Government.

The St Thomas girls secondary school is a boarding school and had 1357 number of students as at 30th June 2024. It has 23 streams and 54 teachers of which 28 teachers are employed by the School Board of Management.

(b) School Board of Management - Board Members

The School Board of Management established under Section 55 of the Basic Education Act, 2013; is composed of the following members:

Ref:	Name of Board Member	Designation	Date of appointment
1	Dr. Nicholas Malau	Chairman	12/07/2022
2	Mrs. Eunice Mwaisehge	Secretary - Principal	12/07/2022
3	Dr. Neema Muturi	Member	12/07/2022
4	Mr. Webster Isaboke	Member	12/07/2022
5	Mr. Josephe Waziri	Member	12/07/2022
6	Mr. Stephen Nzai	Member	12/07/2022
7	Mr. Shadrack	Member	12/07/2022
8	Mr. Emmanuel Baya	Member – Rep CEB	12/07/2022
9	Mr. Saidi Ngala	Member Rep Teachers	12/07/2022
10	Bishop Ruben Katite	Members - Sponsor	12/07/2022
11	Mrs Voilet Sada	Member - Community	12/07/2022
12	Mrs Dora Mitingi	Member Special Needs	12/07/2022
13	Mr. Bushir Mwamuye	Member	12/07/2022
14	Linda mihigano	Rep Students	01/09/2023

The functions of the School Board of Management are to:

- Promote the best interests of the School and ensure its development.
- Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, of 2013.
- Ensure and assure the provision of proper and adequate facilities for the School.
- Manage the School's affairs in accordance with the rules and regulations governing occupational safety and health.
- Advise the County Education Board on the staffing needs of the School.
- Determine cases of pupils' discipline and make reports to the CEB.
- Prepare comprehensive termly report on all areas of its mandate and submit the report to CEB.
- Administer and manage the resources of the School.
- Receive, collect and account for any funds accruing to the institution in accordance with Article 226 (1) (a) of the Constitution of Kenya, Section 81 of the Public Finance Management Act, 2012 and the Fourth Schedule para 21 and 23 of the Basic Education Act, 2013.

(c) Committees of the Board

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	1. Dr. Nicholas Malau 2. Mrs Eunice Mweiseghe 3. Dr. Neema Muturi 4. Md. Violet Sada 5. Bishop Reuben Katite	chairperson secretary member member member	3/4 6/4 2/4 6/6 4/6
2	Finance, procurement and general purposes Committee	1. Mr .Webster Isaboke 2. Mrs. Eunice Mwaiseghe 3. Dr. Neema Mturi 4. Dr. Elisha Gogo 5. Mr. Nicholas Malau 6. Mr. Josephe Waziri	Chairperson Secretary Member Member Member Member	3/3
3	Academic Committee	1. Dr. Neema mturi 2. Mrs. Eunice mwaiseghe 3. Mr. Saidi ngala 4. Mr. Webster isaboke	Chairperson Secretary Memeber Memebr Member	6/6

		<ul style="list-style-type: none"> 5. Md. Dors mitingi 6. Dr. Elisha gogo 7. Mr. Nicholas malau 8. Mr emmanuel baya 	<ul style="list-style-type: none"> Member Member Member 	
4	Development Committee	<ul style="list-style-type: none"> 1. Mr. Joseph Waziri 2. Mrs. Eunice Mwaiseghe 3. Mr. Nichola Malau 4. Mrs. Violet Sada 5. Mr. Stephen Nzai 	<ul style="list-style-type: none"> Chairperson Secretary Member Member Menber 	6out of 8
5	Discipline and welfare Committee	<ul style="list-style-type: none"> 1. Mr. Webster Isaboke 2. Mrs Eunice Mwaiseghe 3. Mr. Bashir Mwamuye 4. Mr. Said Ngala 5. Rev. Baraka Shadrack 6. Bishop Reuben Katite 7. Mr Nocholus Malau 8. Mr. Emmanuel Baya 9. Md. Dora Mitingi 	<ul style="list-style-type: none"> Chairperson Secretary Member Member Member Member Member Member Member 	9/9

(d) School operation Management

For the financial year ended 30th June, 2024 the School's day-to-day management was under the following persons:

Ref:	Designation	Name	Identification
1	Principal	Mrs. Eunice mwaiseghe	TSC No. 322480
2	Deputy Principal	Md. Lucy Sabuni	TSC No. 423018
3	School Bursar	M/s Tabitha Karanja	ICPAK No.
4	Other (specify)		

(e) Schools contacts

Post Office Box: 1362-80108 KILIFI
Telephone: 0746 152 508
E-mail: stthomasgirls@gmail.com
Website:
Facebook:
Twitter:

(f) School Bankers

Provide details of the school bankers.

Name of Bank: Kenya commercial bank(KCB)
Branch KILIFI
Postal Address.

Name Of Bank: EQUITY BANK
Branch KILIFI
Postal Address.

Name Of Bank: Cooperative Bank
Branch KILIFI
Postal Address.

MPESA Pay Bill No. 522123 Account No 65275K attached to KCB bank account

(g) Independent Auditors

Office of the Auditor General
Anniversary Towers, University Way
P.O. Box 30084
GPO 00100
Nairobi, Kenya

3. Summary Report of Performance of The School

The following is a summary report of the performance of the school against the set performance evaluation criteria:

a) Financial performance:

- *Surplus/ deficit for the year and a comparison of the same for the last three years*

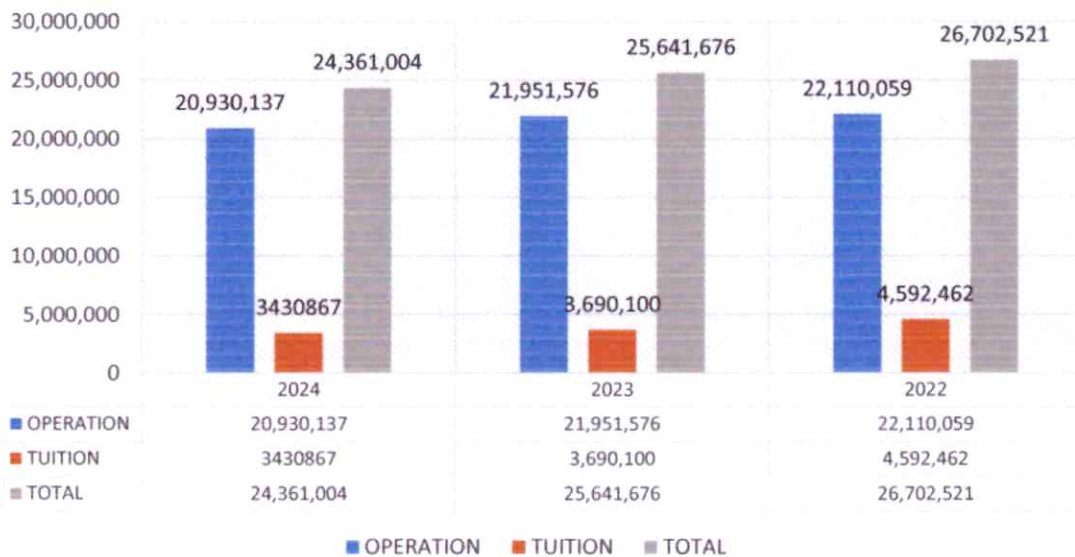
YEAR	2024	2023	2022
<i>Surplus /deficit</i>	20,671,364	(19,494,317)	16,533,593



- *Capitation grants from the Ministry of Education for the last three years*

YEAR	OPERATION	TUITION	TOTAL
<i>2024</i>	20,930,137	3430867	24,361,004
2023	21,951,576	3,690,100	25,641,676
2022	22,110,059	4,592,462	26,702,521

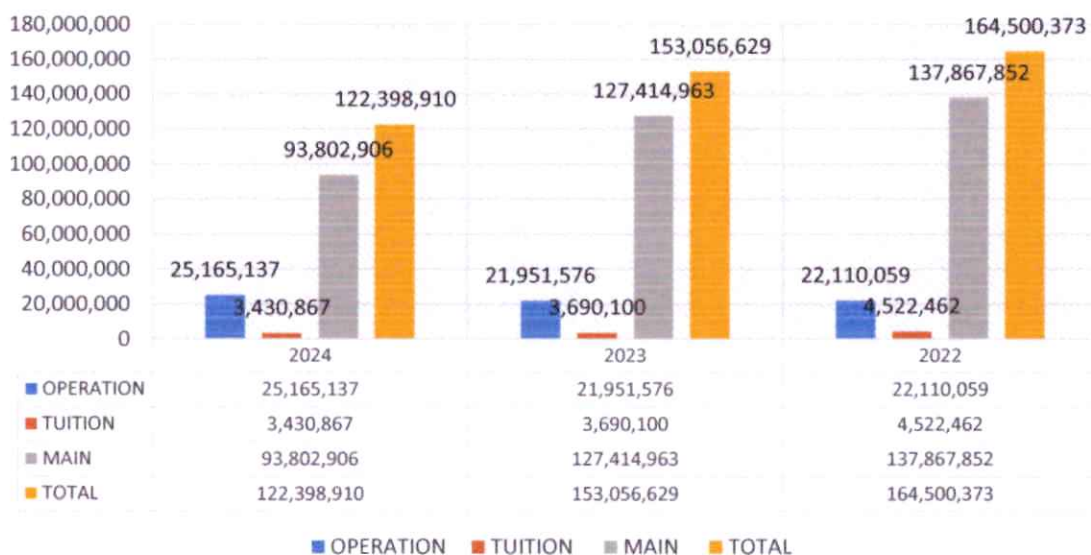
capitation grants



- A three-year overview of growth of other income(s) earned by the school.

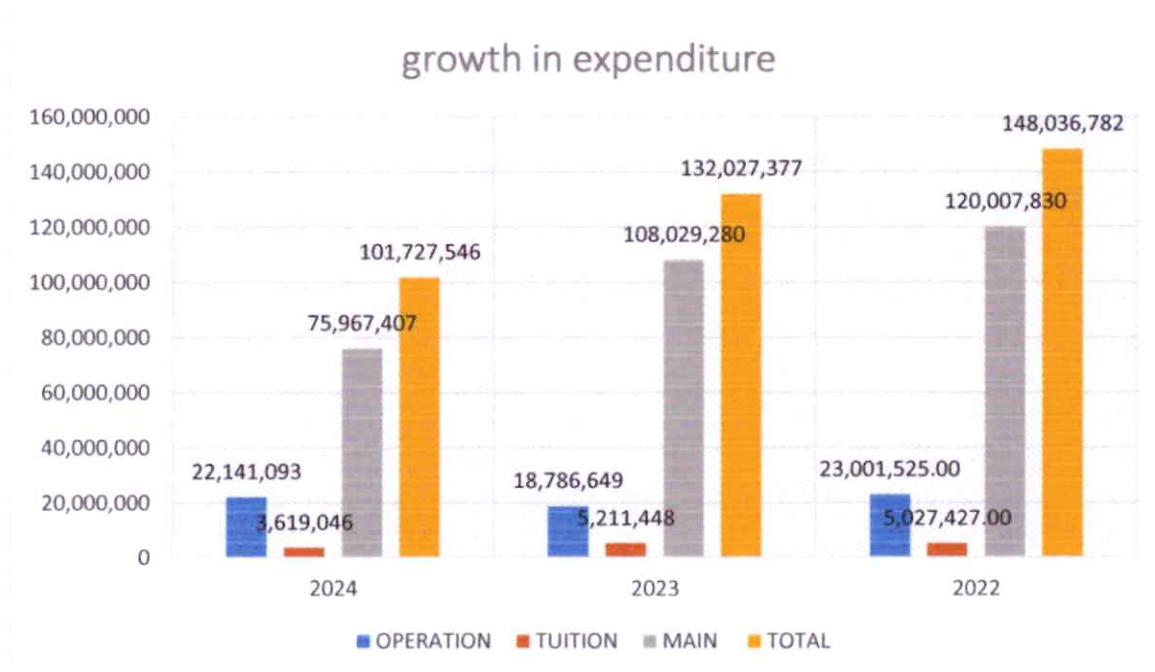
YEAR	OPERATION	TUITION	MAIN	TOTAL
2024	25,165,137	3,430,867	93,802,906	122,398,910
2023	21,951,576	3,690,100	127,414,963	153,056,629
2022	22,110,059	4,522,462	137,867,852	164,500,373

income growth overview



- *A three-year overview of growth in expenditure of the school*

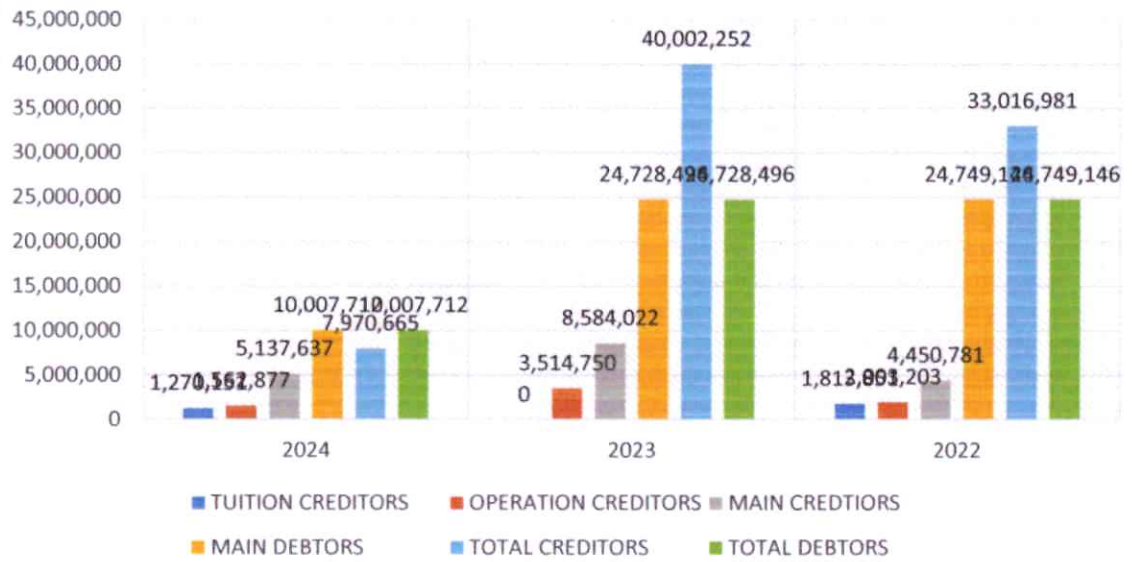
YEAR	OPERATION	TUITION	MAIN	TOTAL
2024	22,141,093	3,619,046	75,967,407	101,727,546
2023	18,786,649	5,211,448	108,029,280	132,027,377
2022	23,001,525.00	5,027,427.00	120,007,830	148,036,782



- *Movement of debtors and creditors of the school over the last three years*

YEAR	TUITION CREDITORS	OPERATION CREDITORS	MAIN CREDITORS	MAIN DEBTORS	TOTAL CREDITORS	TOTAL DEBTORS
2024	1,270,151	1,562,877	5,137,637	10,007,712	7,970,665	10,007,712
2023	3,174,98	3,514,750	8,584,022	24,728,496	40,002,252	24,728,496
2022	1,813,851	2,003,203	4,450,781	24,749,146	33,016,981	24,749,146

movement of debtors and creditors



b) Teacher Student ratio:

year	Tsc teacher recruited and posted		No. of teachers transferred		retried	Bom teachers	Student enrolment	Teacher student ratio
	In station	new	In	out				
2024	26	NIL	5	4	NIL	28	1357	1:52

c) The mean score in the 2023 KCSE:

YEAR	2023	2022	2021
MEAN SCORE	4.4252	4.6571	4,5493

d) Number of Candidates in the 2023 KCSE:

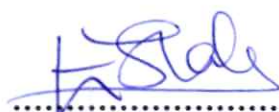
YEAR	2023	2022	2021
CANDIDATURE	257	282	213

e) The capacity of the school:

<i>Student enrolment</i>	<i>1357</i>
<i>Number of dormitories</i>	<i>6</i>
<i>Number of laboratories</i>	<i>3</i>
<i>Number of washrooms</i>	<i>78</i>
<i>Dining hall</i>	<i>nil</i>
<i>Library</i>	<i>nil</i>

f) Development projects carried out by the school:

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time
4 Number Class Room And A Twin Lab	1.M.OE 2. P.A Association	Complete	47,475,308	31,224,484	COMPLETE



SENIOR PRINCIPAL
ST. THOMAS GIRLS SEC SCHOOL
P.O BOX 1362-80108, KILIFI.

Date:.....Sign:.....

School Principal

4. Statement of School Management Responsibility

Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed by the Public Sector Accounting Standards Board (PSASB) of Kenya from time to time.

Schedule 4 (Section 23) of the Education Act, 2013 requires the Board of Management of a public institution of basic education to keep all proper books and records of accounts of the income, expenditure, and assets of the institution.

The Board of Management of *St Thomas girls secondary school* accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS).

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 2024, and of the school's financial position as at that date.



.....
Name: DR Nicholas Malau
Designation: Chairman, School Board of Management
Date: 06-05-2025

SENIOR PRINCIPAL
ST. THOMAS GIRLS SEC SCHOOL
P.O BOX 1362-80108, KILIFI.



Date: Sign:

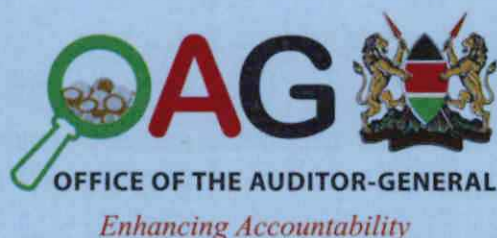
.....
Name: Mrs Eunice Mwaiseghe
Designation: School Principal & Secretary to Board of Management
Date: 06-05-2025



.....
Name: M/S Tabitha Karanja
Designation: Bursar/ Finance Officer
Date: 06-05-2025

REPUBLIC OF KENYA

Telephone: +254-(20) 3214000
Email: info@oagkenya.go.ke
Website: www.oagkenya.go.ke



HEADQUARTERS
Anniversary Towers
Monrovia Street
P.O Box 30084-00100
NAIROBI

REPORT OF THE AUDITOR-GENERAL ON ST. THOMAS GIRLS SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024 – KILIFI COUNTY

PREAMBLE

I draw your attention to the contents of my report which is in three parts:

- A. Report on Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in the Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure the Government achieves value for money and that such funds are applied for the intended purpose.
- C. Report on Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, risk management environment and internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

A Qualified Opinion is issued when the Auditor-General concludes that, except for material misstatements noted, the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources and the Report on Effectiveness of Internal Controls, Risk Management and Governance.

The three parts of the report are aimed at addressing the statutory roles and responsibilities of the Auditor-General as provided by Article 229 of the Constitution, the Public Finance Management Act, 2012, and the Public Audit Act, 2015. The three parts of the report when read together constitute the report of the Auditor-General.

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of St. Thomas Girls Secondary School – Kilifi County set out on pages 1 to 22, which comprise the statement of financial assets and financial liabilities as at 30 June, 2024 and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the year then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effects of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of St. Thomas Girls Secondary School – Kilifi County as at 30 June, 2024 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013

Basis for Qualified Opinion

1. Inaccuracies in the Financial Statements

Review of financial statements revealed the following inaccuracies:-

- i. The statement of cash flows reflects acquisition of assets amount of Kshs.16,996,555 which is not reflected in the statement of receipts and payments resulting to unreconciled variance of Kshs.16,996,555.
- ii. The statement of receipts and payments reflects boarding and school fund payments amount of Kshs.75,967,407 as disclosed in Note 9 to the financial statements. However, these payments included advance, refunds and imprest amounts of Kshs.241,000, Kshs.133,985 and Kshs.900,000 respectively which are not expenditure items. In addition, the supporting schedule reflects an amount of Kshs.96,695,585 resulting to unexplained variance of Kshs.20,728,178.

In the circumstances, the accuracy and completeness of the financial statements could not be confirmed.

2. Inaccuracies in Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition and operations amounts of Kshs.3,430,867 and Kshs.13,872,537 respectively totalling to

Kshs.17,303,404 as disclosed in Notes 1 and 2 to the financial statements. However, review of the NEMIS capitation disbursements made to the School revealed an amount of Kshs.14,793,112, resulting to an unexplained variance of Kshs.2,510,292.

In the circumstances, the accuracy and completeness of capitation grants for tuition and operations of Kshs.3,430,867 and Kshs.13,872,537 respectively could not be confirmed.

3. Boarding and School Fund

3.1 Unsupported Payments

The statement of receipts and payments reflects boarding and school fund payment amounting to Kshs.75,967,407 as disclosed in Note 9 to the financial statements. Included in these payments is an amount of Kshs.36,336,641 in respect of fee on boarding equipment and stores. However, examination of sampled payment vouchers amounting to Kshs.3,359,180 revealed that Management made payments without proper support documents such as procurement plan, list of prequalified suppliers, requisition and evaluation reports.

3.2 Unsupported Personnel Emoluments

The statement of receipts and payments reflects boarding and school fund expenditure of Kshs.75,967,407 as disclosed in Note 9 to the financial statements. Included in these payments is an amount of Kshs.7,193,153 in respect of personnel emoluments and Kshs.7,007,286 in respect of Board of Management (BOM) teachers' salary. However, examination of payment vouchers revealed that Management did not support the payments with a payroll. In addition, review of employees' records revealed that twenty-one (21) employees' files did not contain documents on recruitment process, needs assessment and employment contracts.

In the circumstances, the regularity, accuracy and completeness of the payments on boarding and school fund totalling to Kshs.75,967,407 could not be confirmed.

4. Accounts Receivables

4.1 Variances in Accounts Receivables

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.53,736,548 as disclosed in Note 13 to the financial statements. However, the ledger balance and issued invoices reflect a balance of Kshs.10,082,712 resulting to an unexplained variance of Kshs.43,653,836.

4.2 Long Outstanding Receivables

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.53,736,548 in respect of fees arrears and salary advances as disclosed in Note 13 to the financial statements. Included in the balance are receivables amounting to Kshs.43,703,836 which had been outstanding for more than one (1) out of which Kshs.28,364,543 was outstanding for more than two (2) years. However, there was no

policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy and full recoverability of the outstanding accounts receivables balance of Kshs.53,736,548 could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the St. Thomas Girls Secondary School - Kilifi Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Emphasis of Matter

Budgetary Control and Performance

The statement of budgeted versus actual amounts reflects final receipts budget amount of Kshs.134,081,899 and actual on comparable basis amount of Kshs.124,889,181 resulting to budget under funding of Kshs.9,192,718 or 7% of the budget. Similarly, the school spent Kshs.101,727,545 against an actual receipt of Kshs.124,889,181 resulting to underutilization of Kshs.23,161,636 or 19% of the receipts.

The under-utilization affected the planned activities and may have impacted negatively on service delivery to the public.

My opinion is not modified in respect of this matter

Key Audit Matters

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. Except for the matters described in the Basis for Qualified Opinion, I have determined there were no other key audit matters to communicate in my report.

Other Matter

Unresolved Prior Year Matters

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in use of Public Resources, and Report on Effectiveness of Internal Controls, Risk Management and Governance. The Management had indicated in their disclosure that they had resolved these issues during the year under review. However, no supporting evidence was

provided for audit review to confirm how the issues were resolved. The issues therefore, remained unresolved as at 30 June, 2024.

Other Information

The Management is responsible for the other information set out on page II, to XII, which comprise of Key school Information and Management, Summary Report of Performance of the School and School Management Responsibilities. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the School's financial statements, my responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If based on the work I have performed, I conclude that there is a material misstatement of this Other Information, I am required to report that fact. I have nothing to report in this regard.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the effect of the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in the Use of Public Resources section of my report, I confirm that nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

Basis for Conclusion

1. Under Funding of Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations amount of Kshs.3,430,867 and Kshs.13,872,537, respectively as disclosed in Notes 1 and 2 to the financial statements. During the financial year, NEMIS reported a total number of one thousand, three hundred and fifty-three (1,353) students while the enrolment records provided by the school indicated a total number of one thousand three hundred and fifty-seven (1,357) students, resulting to an unexplained variance of four (4) students. As a result of the variances, the school was under funded by an amount of Kshs.88,576.

In the circumstances, the under-funding of the school may have affected service delivery to the students.

2. Unconfirmed Students Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition, capitation grants for operations and infrastructure grants totalling Kshs.28,596,004. Comparison of

data from National Education Management and information System (NEMIS) with records from the County Director of Education revealed that during the financial year 2023/2024, NEMIS reflected one thousand, three hundred and fifty-three (1,353) students while records from the County Director of Education had one thousand, three hundred and fifty-seven (1,357) students, resulting to an underfunding of the School by an amount of Kshs.88,576. This was contrary to the Ministry of Education Circular MOE.HQS/3/13/3 dated 16 June, 2021 on implementation of Free Day Secondary Education (FDSE) which requires all learners be registered in NEMIS and the principals to ensure their records are accurate.

In the circumstances, under-funding of the school may have affected service delivery to the students.

3. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipts and payments reflects operations payment amount of Kshs.12,781,859 as disclosed in Note 7 to the financial statements. Included in the expenditure is an amount of Kshs.379,200 transferred to Kenya Secondary School Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from School Principals only. The organization is not defined in Government Funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.379,200 could not be confirmed.

4. Excess Supply of Text Books

During the year under review, the Ministry of Education distributed textbooks to public secondary schools through Kenya Institute of Curriculum Development (KICD). Examination of records revealed that the institute distributed seven hundred and seventy-three (773) set books called parliament of owls to the school while only five (5) set books were issued to the students resulting to an unexplained excess textbook of seven hundred and sixty-eight (768) books in the school store.

In the circumstances, value for money on the excess seven hundred and sixty-eight (768) text books could not be confirmed.

5. Long Outstanding Payables

The statement of financial assets and financial liabilities reflects payables balance of Kshs.41,363,123 as disclosed in Note 14 to the financial statements. However, included in the balance are trade payables balance of Kshs.27,476,499 which had been outstanding for more than one (1) year. This was contrary to Section 53 (8) of the Public Procurement and Asset Disposal Act, 2015 which states that an Accounting Officer shall

not commence any procurement proceedings until satisfied that sufficient funds to meet the obligations of the resulting contracts are reflected in approved budget estimates.

In the circumstances, the School Management was in breach of the law and there is risk of loss of public funds through litigations, interests and penalties.

6. Failure to/Late Transfer of Infrastructure Funds from Operations Bank Account

The statement of receipts and payments reflects operations grants amount of Kshs.13,872,537 as disclosed in Note 2 to the financial statements from the Ministry of Education credited in the operations bank account. Included in the amount is Kshs.5,279,851 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the school's facilities. However, only Kshs.3,792,600 was transferred to infrastructure account, leaving a balance of Kshs.1,487,251 as at 30 June, 2024. Further, an amount of Kshs.1,353,500 and Kshs.1,353,500 was transferred after twenty-five (25) and thirty-one (31) days after receipt. This was contrary to The Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 6 June, 2021, which directed that infrastructure grants as well as maintenance and improvement funds should be transferred to the school infrastructure account fifteen (15) days upon receipt of the funds in the operations account.

In the circumstances, Management was in breach of the Policy Guidelines.

7. Failure to Prepare School Improvement Plan

During the year under review, the School did not have an approved School Improvement plan, contrary to Section 2.2 of the Ministry of Education Operation Manual for Utilization of Learner Capitation Grant and Other School Funds, which requires schools to identify in every three-year school improvement planning cycle, one priority area in each of the four key areas which include curriculum implementation, foundational literacy and numeracy outcomes, an enabling environment for learning and parental involvement and community engagement for implementation.

In the circumstances, Management was in breach of the Policy Guidelines.

The audit was conducted in accordance with ISSAI 3000 and ISSAI 4000. The standards require that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements comply in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

REPORT ON INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the effect of the matters described in the Basis for

Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

1. Lack of Internal Audit Reports and Audit Committee

During the year under review, the School had not constituted an audit committee and the reports of the Directorate of Schools Audit Services were not provided for audit review.

In the circumstances, the school did not benefit from the oversight role and advice from the audit committee and the internal audit function.

2. Lack of Updated Fixed Asset Register and Ownership Documents

Annex 2 to the financial statements reflects summary of fixed assets register balance of Kshs.100,294,058 in respect of fixed assets which includes land with a balance of Kshs.73,437,910 and motor vehicles valued at Kshs.13,800,000. However, land ownership documents and motor vehicle log books were not provided for audit review.

In the circumstances, the ownership and safe custody of the fixed assets could not be confirmed.

3. Lack of Approved Risk Management Policy

The Management had not developed a Risk Management Policy to guide in identifying, assessing, and mitigating risks to safeguard the achievement of strategic objectives.

In the circumstances, the School may not achieve its strategic objectives.

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal controls, risk Management and overall governance were operating effectively in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

Responsibilities of the Management and Those Charged with Governance

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for maintaining effective internal controls as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to sustain its services, disclosing, as applicable, matters related to

sustainability of services and using the applicable basis of accounting unless Management is aware of an intention to terminate the School or to cease operations.

Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements comply with the authorities which govern them and that public resources are applied in an effective way.

Those Charged with Governance are responsible for overseeing the School's financial reporting process, reviewing the effectiveness of how Management monitors compliance with relevant legislative and regulatory requirements, ensuring that effective processes and systems are in place to address key roles and responsibilities in relation to governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

Auditor-General's Responsibilities for the Audit

My responsibility is to conduct an audit of the financial statements in accordance with Article 229(4) of the Constitution, Section 35 of the Public Audit Act, 2015 and the International Standards for Supreme Audit Institutions (ISSAIs). The standards require that, in conducting the audit, I obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an auditor's report that includes my opinion in accordance with Section 48 of the Public Audit Act, 2015. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISSAIs 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.

In conducting the audit, Article 229(6) of the Constitution also requires that I express a conclusion on whether or not in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way. In addition, I consider the entity's control environment in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015.

Further, I am required to submit the audit report in accordance with Article 229(7) of the Constitution.

Detailed description of my responsibilities for the audit is located at the Office of the Auditor-General's website at: <https://www.oagkenya.go.ke/auditor-generals-responsibilities-for-audit/>. This description forms part of my auditor's report.


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi



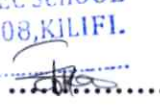
22 May, 2025

6. Statement Of Receipts and Payments for the Year Ended 30th June 2024

Description Of Vote Head	Note	2023-2024	2022-2023
		Kshs	Kshs
Receipts			
Government grants for tuition	1	3,430,867	3,690,100
Government grants for operations	2	13,872,537	12,492,602
Government Grants for infrastructure	3	11,292,600	9,458,974
School fund income- parents' contributions	4	48,190,387	63,862,650
Miscellaneous incomes	5	45,612,519	63,552,312
Total Receipts		122,398,910	153,056,638
Payments			
Tuition	6	3,619,046	5,211,448
Operations	7	12,781,859	18,786,649
Infrastructure	8	9,359,234	40,523,579
Boarding and school fund	9	75,967,407	108,029,280
Total Payments		101,727,546	172,550,955
Surplus/Deficit		20,671,364	(19,494,317)

06-05-2025

The school financial statements were approved on 06-05-2025 and signed by:

SENIOR PRINCIPAL
 ST. THOMAS GIRLS SEC SCHOOL
 P.O BOX 1362-80108, KILIFI.

Name: Dr. Nicholas Malau

Name: Mrs Eunice Mwaiseghe
School Principal/ Secretary to BOM

Name: m/s Tabitha karanja

Chair BOM

Bursar

Date: 06-05-2025

Date: 06-05-2025

Date: 06-05-2025

7. Statement of Assets and Liabilities As At 30th June 2024

Description	Note	2023-2024	2022-2023
		Kshs	Kshs
Financial Assets			
Cash and cash equivalents			
Bank balances	10	12,563,216	8,896,749
Cash balances	11	21,690	13,350
Short term investments	12		
Total cash and cash equivalent		12,584,906	8,910,099
Account's receivables	13	53,736,548	50,697,796
Total financial assets (a)		66,321,454	59,607,895
Financial liabilities			
Accounts payables	14	41,363,123	55,320,928
Total Financial Liabilities (b)		41,363,123	55,320,928
Net financial assets (a-b)		24,958,331	4,286,967
Represented by			
Accumulated fund b/fwd	15	4,286,967	23,781,285
Surplus/deficit for the year		20,671,364	(19,494,318)
Net Assets		24,958,331	4,286,967

The school's financial statements were approved on 06-05-2025 and signed by



Name: Dr. Nicholas Malau

Chair BOM

Date: 06-05-2025



Name: Mrs Eunice Mwaiseghe
School Principal/ Secretary to
BOM

Date: 06-05-2025

SENIOR PRINCIPAL
ST. THOMAS GIRLS SEC SCHOOL
P.O BOX 1362- 80108, KILIFI.
Date:..... Sign:.....


Name: M/S Tabitha Karanja

Bursar/ Finance Officer

Date: 06-05-2025

8. Statement of Cash Flows for the Year Ended 30th June 2024

Description	Note	2023-2024	2022-2023
		Kshs	Kshs
Cash from Operating Activities			
Receipts			
Government grants for tuition		3,430,867	3,690,100
Government grants for operations		13,872,537	12,492,602
Government grants for infrastructure		11,292,600	9,458,974
School fund income- parents contributions/ fees		48,190,387	63,862,650
Other income		45,612,519	63,552,312
Total receipts		122,398,910	153,056,638
Payments			
Cash outflows for tuition		3,619,046	5,211,448
Cash outflows for operations		12,781,859	18,786,649
Cash out flows for infrastructure		9,359,234	40,523,579
Cash out flows Boarding/lunch and school fund payments		75,967,407	108,029,280
Total payments		101,727,546	172,550,956
Net cash inflow/outflow from operating activities		20,671,364	(19,494,318)
Cash flow from investing activities			
Acquisition of assets		(16,996,555)	(27,793,889)
Proceeds from sale of Assets			
Proceeds from investments			
Purchase of investments			
Net cash inflow/outflows from investing activities		(16,996,555)	(27,793,889)
Cash flow from Financing activities			
Proceeds from borrowings/ loans	18		
Repayment of principal borrowings			
Net cash inflow/outflow from financing activities			
Net increase/decrease in cash and cash equivalents		3,674,807	8,299,571
Cash and cash equivalent at beginning of the FY		8,910,099	610,528
Cash and cash equivalent at end of the FY		12,584,906	8,910,099

The school's financial statements were approved on 06-05-2025 and signed by:



Name: Dr Nicholas Malau

Chair BOM

Date: 06-05-2025



Name: Mrs Eunice Mwaiseghe
School Principal/ Secretary to
BOM

Date: 06-05-2025

SENIOR PRINCIPAL
ST. THOMAS GIRLS SEC SCHOOL
P.O BOX 1362-80108, KILIFI.

Date: Sign: 

Name: M/S Tabitha Karanja

Bursar/ Finance Officer

Date: 06-05-2025

9. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30th June 2024

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Receipts					
<i>(1) Capitation Grant on Tuition</i>					
Reference Materials	-	-	-	-	-
Exercise Books	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Teaching / Learning Materials	3,382,600	148,314	3,530,914	3,430,867	97%
Bank charges	6,284	-	6,284		100%
SUB TOTAL	3,388,884	148,314	3,537,198	3,430,867	97%
<i>(2) Capitation Grant on Operations</i>					
Personnel Emoluments	4,729,400	207,366	4,936,766	1,882,020	38%
Repairs And Maintenance	4,283,500	-	4,283,500	2556540	60%
Local Transport / Travelling	1,630,200	-	1,630,200	987,719	61%
Electricity And Water	2,930,200	128,478	3,058,678	2,255,733	74%
Medical	1,026,125	-	1,026,125	1,026,125	100%
Administration Costs	2,936,884	135,162	3,072,046	4,054,815	132%
Activity	1,950,000	85,500	2,035,500	1,109,585	55%
Creditors	2,490,271	-	2,490,271	2,490,271	100%
SUBTOTAL	21,976,580	556,506	22,533,086	16,362,808	73%

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
3) FDSE for infrastructure					
Maintenance &Improvement MoE	6,500,000	285,000	6,785,000	3,792,600	56%
M&I parents' contribution	-	-	-	-	
Economic Stimulus Programs	-	-	-	-	
Transition Infrastructure Grants	7,500,000	-	7,500,000	7,500,000	100%
Administration Block		-			
SUBTOTAL	14,000,000	285,000	14,285,000	11,292,600	79%
(4) Fees Charged on Parents					
Personnel Emoluments	5,850,000	256,500	6,106,500	6,060,713	99%
Repairs And Maintenance	3,109,600	136,344	3,245,944	3,145,562	97%
Local Transport / Travelling	2,107,300	92,397	2,199,697	2,090,248	95%
Electricity And Water	2,080,000	91,200	2,171,200	2,142,151	99%
Medical	660,400	28,956	689,356	655,514	95%
Administration Costs	3,270,800	143,412	3,414,212	3,298,373	97%
Activity	1,040,000	45,600	1,085,600	1,126,000	104%
SMASSE		-	-	-	-
Fee On Boarding Equipment and Stores	29,204,500	1,280,505	30,485,005	29,671,826	97%
5) Miscellaneous Income					
PA infrastructure	3,900,000	171,000	4,071,000	6,076,274	149%
BOM TEACHERS salary	7,800,000	342,000	8,142,000	7,980,992	98%
Facilitation	1,190,000	-	1,190,000	1,169,152	98%
Home Science	558,000	-	558,000	18,000	3%

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Income From Posho Mill					
Income From Bus Hire	333,000	-	333,000	333,000	100%
Fee For Hire of Ground and Equipment	3,000,185	-	3,000,185	3,000,185	100%
Income From Any Other Investment	27,034,916	-	27,034,916	27,034,916	100%
Income From Any Other Investment					
Subtotal	91,138,701	2,587,914	93,726,615	93,802,906	100%
Total Income	130,504,165	3,577,734	134,081,899	124,889,181	93%
<i>(6) Expenditure For Tuition</i>					
Textbooks	-	-	-	-	-
Reference Materials	-	-	-	-	-
Exercise Books	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Internal Exams	-	-	-	-	-
Teaching / Learning Materials	3,382,600	148,314	3,530,914	3,612,762	102%
Chalks	-	-	-	-	-
Exams And Assessment	-	-	-	-	-
Teachers Guides	-	-	-	-	-
Administration Costs	-	-	-	-	-
Bank Charges	6,284	-	6,284	6,284	100%
	-	-	-	-	-
	-	-	-	-	-
Subtotal	3,388,884	148,314	3,537,198	3,619,046	102%

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
<i>(7) Expenditure For Operations</i>					
Personnel Emoluments	4,729,400	207,366	4,936,766	0	0
Repairs And Maintenance	4,283,500	-	4,283,500	4,283,500	100%
Local Transport / Travelling	1,630,200	-	1,630,200	442,300	27%
Electricity And Water	2,930,200	128,478	3,058,678	572,782	19%
Administration Costs	2,936,884	135,162	3,072,046	3,875,405	126%
Activity	1,950,000	85,500	2,035,500	1,117,600	55%
medical	1,026,125	-	1,026,125	0	0%
Creditors	2,490,271	-	2,490,271	2,490,271	100%
Subtotal	16,961,830	549,822	22,533,086	12,781,858	57%
<i>(8) Expenditure For infrastructure</i>					
Maintenance of school infrastructure	14,000,000	285,000	14,285,000	9,359,234	66%
Construction of LAB	-	-	-	-	-
Construction of DORMS	-	-	-	-	-
Purchase of furniture	-	-	-	-	-
Purchase of equipment	-	-	-	-	-
Purchase of machinery	-	-	-	-	-
	-	-	-	-	-
SUB TOTAL	14,000,000	285,000	14,285,000	9,359,234	66%
<i>SUB TOTAL</i>					

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
<i>(9) Expenditure For school fund/lunch/boarding</i>					
Personnel Emoluments	5,850,000	256,500	6,106,500	7,193,153	118%
Repairs And Maintenance	3,109,600	136,344	3,245,944	5,032,144	155%
Local Transport / Travelling	2,107,300	92,397	2,199,697	1,889,336	86%
Electricity And Water	2,080,000	91,200	2,171,200	2,960,409	136%
Medical	660,400	28,956	689,356	206,137	30%
Administration Costs	3,270,800	143,412	3,414,212	4,409,744	129%
Activity	1,040,000	45,600	1,085,600	2,292,380	211%
Fee On Boarding Equipment and Stores	29,204,500	1,280,505	30,485,005	36,336,641	119 %
PA infrastructure	3,900,000	171,000	4,071,000	2,249,968	55 %
BOM TEACHERS salary	7,800,000	342,000	8,142,000	7,007,286	86 %
Facilitation	1,190,000	-	1,190,000	902,825	76 %
Home Science	558,000	-	558,000	591,764	106 %
Fee For Hire of Ground and Equipment	3,000,185	-	3,000,185	1,880,100	63 %
OTHER VOTEHEADS	27,034,916	-	27,034,916	2,627,172	10%
bus maintainace	333,000	-	333,000	388,348	117 %
SUB TOTAL	91,138,701	2,587,914	93,726,615	75,967,407	81%
Totals	125,489,415	3,571,050	134,081,899	101,727,545	76%

- i. Some portion of school fees payment was not done as expected by the parents.
- ii. Unpredicted market prices of items in the market.

10. Significant Accounting Policies

The principal accounting policies adopted in the preparation of these financial statements are set out below:

1. Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS) with particular emphasis on Cash Basis Financial Reporting under the Cash Basis of Accounting and applicable government legislations and regulations. The financial statements comply with and conform to the form of presentation prescribed by the Public Sector Accounting Standards Board of Kenya.

This cash basis of accounting has been supplemented with accounting for; a) receivables that include school fees from parents, imprest, salary advances and other receivables and b) payables that include deposits and retentions and payables from operations.

The financial statements are presented in Kenya Shillings, which is the functional and reporting currency of the *St Thomas Girls Secondary School.*, and all values are rounded to the nearest Kenya Shilling (Kshs). The accounting policies adopted have been consistently applied to all the years presented.

2. Recognition of receipts and payments

The *school* recognises all receipts from various sources when the event occurs, and the related cash has been received by the *St Thomas Girls Secondary School*. In addition, the *St Thomas Girls Secondary School*. recognises all expenses when the event occurs, and the related cash has been paid out by the *St Thomas Girls Secondary School*. Income arising from school fees is recognised when the event occurs whether cash is received or not. Expenditure arising from operations is recognised when the event occurs irrespective of receipt of cash.

3. In-kind contributions

In-kind contributions are donations that are made to the *St Thomas Girls Secondary School*. in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment, or personnel services. Where the financial value received for in-kind contributions can be reliably determined, the *St Thomas Girls Secondary School*. includes such value in the statement of receipts and payments both as a receipt and as a payment in equal and opposite amounts; otherwise, the contribution is not recorded.

4. Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call, and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.

5. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. Accounts receivables also include school fees billed to parents for services rendered but not paid. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

6. Accounts Payable

For the purposes of these financial statements, deposits, and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending the fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. Payables also include expenditures incurred for the purchase of goods, works and services that have been rendered and not settled. This is an enhancement to the cash accounting policy adopted for public secondary schools. Other liabilities are disclosed in the financial statements.

7. Non-current assets

Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.

8. Budget

The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *St Thomas Girls Secondary School* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

9. Comparative figures

Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

10. Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2024.

11. Notes To the Financial Statements**1 Government Grants for Tuition**

Description	2023-2024	2022-2023
	Kshs	Kshs
Reference Materials	-	1,297,815
Exercise Books	-	143,473
Laboratory Equipment	-	200,864
Internal Exams	-	-
Teaching / Learning Materials	3,430,867	2,047,948
Others (<i>specify</i>)*	-	-
	-	-
Total	3,430,867	3,690,100

2 Government Grants for Operations

Description	2023-2024	2022-2023
	Kshs	Kshs
Personnel Emoluments	1,882,020	3,752,937
Repairs And Maintenance	2,556,540	-
Local Transport / Travelling	987,719	1,014,960
Electricity And Water	2,255,733	2,321,100
Medical	1,026,125	269,900
Administration Costs	4,054,815	2,677,776
Activity	1,109,585	755,929
Other Vote Heads – School Fund	-	1,700,000
Total	13,872,537	12,492,602

3 Government Grants for infrastructure

Description	2023-2024	2022-2023
	Kshs	Kshs
Maintenance & Improvement	3,792,600	9,458,974
Transition infrastructure grants	7,500,000	-
Administration Block	-	-
Economic stimulus grants	-	-
Other (<i>specify</i>)(NGCDF and County govt.	-	-

Description	2023-2024	2022-2023
	Kshs	Kshs
Total	11,292,600	9,458,974

4 School Fund Income - Parents Contribution/Fees

Description	2023-2024	2022-2023
	Kshs	Kshs
Personnel emoluments	6,060,713	7,647,574
Repairs and maintenance	3,145,562	4,210,093
Local transport / travelling	2,090,248	2,835,265
Electricity and water	2,142,151	2,690,681
Medical	655,514	929,051
Administration costs	3,298,373	4,337,951
Activity	1,126,000	2,213,861
Fee on Boarding Equipment and stores	29,671,826	38,998,174
PA Levies*	-	-
Total	48,190,387	63,862,650

5 Miscellaneous Incomes

Description	2023-2024	2022-2023
	Kshs	Kshs
BES	1,753,573	1,139,988
Fee For Hire of Ground and Equipment	3,000,185	2,794,256
Transfers –operation	-	3,224,593
Bursaries	-	12,828,217
Income From Bus Hire	333,000	27,000
Infrastructure	6,076,274	7,498,776
Homesicence	18,000	454,235
Bom salary	7,980,992	10,403,053
Equity collection	8,335,000	5,400,000
Advance	216,000	10,000
PAYE	-	16,687
Arrears	12,745,312	16,875,626
Imprest	901,000	
Refund	-	4,100
Cooperative bank	29,884	
Prepayment	3,039,147	2,240,381

External examiner	1,169,152	614,700
Tender	15,000	20,700
Total	45,612,519	63,552,312

6 Tuition

Description	2023-2024	2022-2023
	Kshs	Kshs
Exercise Books	-	-
Textbooks	-	-
Reference materials	-	1,016,306
Laboratory Equipment	-	3,105,349
Teaching / Learning Materials	3,612,762	1,088,683
Exams And Assessment	-	-
Teachers Guides	-	-
Bank Charges	6,284	1,110
Others (<i>specify</i>)	-	-
Total	3,619,046	5,211,448

7 Operations

Description	2023-2024	2022-2023
	Kshs	Kshs
Personnel Emoluments		3,118,777
Service Gratuity	-	-
Administration Cost	3,875,405	5,028,462
Repairs And Maintenance & Improvements	4,283,500	4,497,737
Local Transport / Travelling	442,300	96,338
Electricity And Water	572,782	658,656
Activity Expenses	1,117,600	481,520
Creditors	2,490,271	-
NHIF	-	71,750
NSSF	-	194,804
SACCO	-	37,900
Bank charges	-	19,112
Acquisition	-	3,357,000
Transfer-main	-	1,224,593
Total	12,781,859	18,786,649

8 Infrastructure

Description	2023-2024	2022-2023
	Kshs	Kshs
Construction of classroom and twin lab	-	40,523,579
Repair of school buildings	9,359,234	-
Construction of dormitory	-	-
Purchase of furniture	-	-
Purchase of equipment	-	-
Purchase of apparatus	-	-
Drilling of boreholes	-	-
Others (specify)	-	-
Total	9,359,234	40,523,579

9 Boarding And School Fund

Description	2023-2024	2022-2024
	Kshs	Kshs
Personnel Emoluments	7,193,153	2,592,047
Infrastructure	821,740	8,780,103
Repairs And Maintenance & Improvements	5,032,144	6,182,280
Local Transport / Travelling	1,889,336	1,832,280
Electricity And Water	2,960,409	2,962,071
Medical Expenses	206,137	133,700
Administration Costs	4,409,744	6,345,100
Activity	2,292,380	3,506,982
Bus Hire And Maintenance	388,348	235,650
Expenses On Income Generating Activities**	1,880,100	1,632,655
Fee On Boarding Equipment And Stores	36,336,641	38,120,251
Bursaries	-	12,828,217
Home Science	591,764	279,308
External Exam	902,825	792,231
Prepayment	1,352,187	1,659,582
NHIF	-	113,400.00
NSSF	-	427,080.00
PAYE	-	75,583.00
SACCO	-	67,650.00
Advance	241,000	153,000
Rd Cheques	-	13,702

Refunds	133,985	-
Imprest	900,000	-
Equity Collection	-	8,329,077
B. O. M Teachers Salary	7,007,286	5,214,870
Tenders	-	27,640
Infrastructure	-	5,500,000
Bes	1,428,228	224,821
□ Total	75,967,407	108,029,280

10 Bank Accounts

Account Name & Currency	Status	Bank Account Number	2023-2024	2022-2023
	Active/Dormant		Kshs	Kshs
Tuition Account KCB	Active	1111717737	1,125,633	43,660
Operations Account - KCB	Active	1111717680	5,689,297	5,129,717
School Fund Account/Boarding - KCB	Active	1111899398	1,200,715	1,078,425
Savings Account - EQUITY	Active	1060279044667	913,942	974,566
Parent Association Development Account		-	-	-
Cooperative bank (cdf account)	Domant	01109691719000	29,884	-
Infrastructural Account KCB	Active	1256527246	3,603,745	1,670,379
Total		-	12,563,216	8,896,749

11 Cash In Hand

Description	2023-2024	2022-2023
	Kshs	Kshs
Notes and Coins	21,690	13,350
Total	21,690	13,350

12 Short Term Investments

Description	2023-2024	2022-2023
	Kshs	Kshs
Cooperative Shares	-	-
Treasury Bills	-	-
Fixed Deposit accounts	-	-
Other Investments	-	-
Total	-	-

13 Accounts Receivable

Description	2023-2024	2022-2023
	Kshs	Kshs
Fees Arrears	53,711,548	50,697,796
Other Non-Fees Receivables	-	-
Salary Advances (list/schedule attached)	25,000	-
Imprest (list/schedule attached)	-	-
Rent arrears (list/schedule attached)	-	-
Total	53,736,548	50,697,796

13 b) Ageing Analysis of Accounts Receivable

Description	2023-2024		2022-2023	
	Kshs		Kshs	
	2023-2024	% of the total	2022-2023	% of the total
Less than 1 year	10,007,712	19%	24,728,496	49%
Between 1- 2 years	15,339,293	29%	10,129,100	20%
Between 2-3 years	9,829,861	18%	2,089,108	4%
Over 3 years	18,534,682	35%	13,751,092	27%
Total (should tie to note 13 a)	53,711,548	100%	50,697,796	100%

14 Accounts Payable

Description	2023-2024	2022-2023
	Kshs	Kshs
Trade Creditors (See Ageing Below and Appendix 1)	35,447,165	51,049,199
Prepaid Fees	2,962,553	1,318,324
Retention Monies	2,953,405	2,953,405
Other payables (<i>specify</i>)	-	-
Total	41,363,123	55,320,928

14a. Ageing Analysis of Accounts Payable

Description	2023-2024		2022-2023	
	Kshs		Kshs	
	2023-2024	% of the total	2022-2023	% of the total
Less than 1 year	7,970,666	22%	41,668,428	81%
Between 1- 2 years	23,968,159	68%	9,090,028	18%
Between 2-3 years	788,190	2%	-	-
Over 3 years	2,720,150	8%	290,743	1%
Total (should tie to note 14)	35,447,165	100%	51,049,199	100%

15 Fund Balance Brought Forward

Description	2024-3-2024	2022-2023
	Kshs	Kshs
Bank Balances	12,533,332	8,896,749
Cash Balances	21,690	13,350
Short Term Investments	-	-
Receivables	53,736,548	50,697,796
Payables	(41,363,123)	(55,320,927)
Total	24,928,447	4,286,969

Other important disclosure notes

IPSAS Cash Standard encourages an entity to disclose accrual-related information in relation to an entity's assets and liabilities. The notes outlined below are disclosure notes in relation to the school's non-financial assets and liabilities.

16 Non-current Liabilities Summary

Description	2023-2024	2022-2023
	Kshs	Kshs
Bank Loans	-	-
Outstanding Leases	-	-
Hire Purchase	-	-
Gratuity And Leave Provision	-	-
Others (specify)	-	-
Total	-	-

17 Biological assets

Description	Numbers	2023-2024	2022-2023
		Kshs	Kshs
Cattle		-	-
Goats	19	95,000	54,000
Trees		-	-
Coffee Or Tea Plantation		-	-
Poultry		-	-
Others (specify)		-	-
Total		95,000	54,000

18 Borrowings

Description	Kshs	Kshs
Borrowings at beginning of the year	-	-
Borrowings during the year	-	-
Repayments during the year	-	-
Balance at the end of the year	-	-

Other important disclosure notes

19 Stock/ Inventory

Description	2023-2024	2022-2023
	Kshs	Kshs
Food stuffs	478,930	215,500
Lab consumables	315,804	617,407
Farm produce	-	-
Medication	-	-
Construction Materials	-	-
Others (specify)	-	-
	794,734	832,907

20 Progress On Follow Up of Auditor Recommendations

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor.

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
1	Long outstanding receivables	Come out with fee collection policy	Resolved	
2	Unsupported cash and cash equivalents	Enhance internal controls	Resolved	
3	Anomalies in accounting for receipts	Enhanced internal controls	Resolved	
1	Late submission of financial statements	Deadlines should be adhered to	resolved	
5	Long outstanding payables	Ensure that procurement is done as per the budget	Resolved	
6	Non banking of school fee receipts	Enhanced internal controls	Resolved	
1	Lack of ownership documents	The management is following up with the donor		Pending a report from the ministry of lands
2	Lack of adequate facilities in the institution	Come up with a recommendation on project priorities	Resolved	
3	Anomalies in composition of members of board of management	The board resolved that since the member is a key person in the formation of the school , to let their term expiry then from there the donor to nominate a eligible member as per the recommendation		Unresolved till the expiry of the board's term on 25/06/2024



SENIOR PRINCIPAL
ST. THOMAS GIRLS SEC SCHOOL
P.O BOX 1362-80108, KILIFI.

Sign and Date
Principal

Date:.....Sign:.....

6/5/2025

12. Annexes

Annex I - Analysis of Pending Accounts Payable

Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2023-2024	Outstanding Balance 2022-2023	Comments
	A	b	C	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
Construction Of Buildings						
1. Twin lab and 4no classrooms	47,475,308	01/07/2021	31,224,484		16,250,824	
2. Dormitory 6	13,330,116	01/07/2021	8,727,018		4,603,098	
3.						
Sub-Total	60,805,424		39,205,771		20,853,922	
Supply Of Goods						
4. Kansbag	867,700	01/07/2023	400,000	289,940	177,760	
5. Romzee	2,690,929	01/07/2023	1,455,901	133,145	1,101,883	
6. Digital sanitation	7,500	01/07/2023	-	7,500	-	
7. Dynamic copy printers	3,221,406	01/07/2023	1,078,647	847,066	1,295,693	
8. Calmax venture	87,970	01/07/2023	-	45,470	42,500	
9. Pekele stationery	1,905,527	01/07/2023	1,360,570	544,957	-	
10. Activity	1,818,900	01/07/2023	1,117,600	701,300	-	
11. Cyber School	471,400	01/07/2023	174,000		297,400	
12. Salama Shades	2,240,940	01/07/2023	1,398,250	54,500	788,190	

Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2023-2024	Outstanding Balance 2022-2023	Comments
13. Refaro Investments	347,300	01/07/2023	207,800	139,500	-	
14. Msenangu	2,893,248	01/07/2023	1,176,631	1,716,617	-	
15. Jumbo	3,481,388	01/07/2023	3,452,258	29,130	-	
16. Bookfliers Pulishers	200,000	01/07/2023		200,000	-	
17. Macmos	611,356	01/07/2023	236,201	375,155	-	
18. Kilibamba Contructions And General Supplies	2,249,570	01/07/2023	1,148,145	1,101,425	-	
19. Viriko Entepriises	1,039,001	01/07/2023	840,000	-	199,001	
20. Vericheap	1,473,000	01/07/2023	852,000	621,000	-	
21. Zena	2,720,150	01/07/2023	-	-	2,720,150	
22. Al Medina	967,335	01/07/2023	906,175	61,160	-	
23. Deri Karisa	760,000	01/07/2023	580,000	180,000	-	
24. Mombasa Roads	689,000	01/07/2023	389,000	300,000	-	
25. Mumba Power	964,250	01/07/2023	755,100	209,150	-	
26. Macdonald Rimba	939,000	01/07/2023	789,000	150,000	-	
27. Global Hub	263,650	01/07/2023		263,650	-	
Sub-Total	32,910,520		18,317,278	7,970,665	6,622,577	
Grand Total	93,715,944		58,241,780	7,970,665	27,476,499	

Annex 2 – Summary of Fixed Assets Register

Asset Class	Historical Cost b/f (Kshs) 1 st July 2023	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30 th June 2024
Land	Donation		-	
Buildings And Structures	66,576,506.00	6,861,404.00	-	73,437,910.00
Motor Vehicles	13,800,000.00	-	-	13,800,000.00
Office Equipment, Furniture and Fittings	5,300,604.00	225,185.00	-	5,525,789.00
Textbooks	621,080.00		-	621,080.00
ICT Equipment	607,050.00	295,000.00	-	902,050.00
Tools And Apparatus	3,821,349.00		-	3,821,349.00
Other Machinery and Equipment	752,190.00	457,990.00	-	1,210,180.00
Heritage And Cultural Assets		95,000.00	-	95,000.00
Intangible Assets- Soft Ware	880,700.00	-	-	880,700.00
Total	92,359,479.00	7,934,579.00	-	100,294,058.00

OFFICE OF THE AUDITOR GENERAL
P. O. Box 81543, MOMBASA
08 MAY 2025
RECEIVED
KILIFI REGIONAL OFFICE