

REPUBLIC OF KENYA



Enhancing Accountability

THE NATIONAL ASSEMBLY
PAPERS LAID

REPORT

DATE: 19 JUN 2025

DAY.
Thursday

OF

TABLED

Hon. Silvanus Ogori

BY:

(Majority Party Whip)

CLERK-AT
THE-TABLE:

Anastacia

PARLIAMENT
OF KENYA
LIBRARY

THE AUDITOR-GENERAL

ON

**ST. BAKHITA BAHATI GIRLS SECONDARY
SCHOOL**

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

NAKURU COUNTY



**ST. BAKHITA BAHATI GIRLS SECONDARY SCHOOL
PUBLIC SECONDARY SCHOOL**

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE FINANCIAL YEAR ENDED
30 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.

(This list is an indication of the common acronyms and abbreviations; the Entity should include all from the annual report and financial statements prepared)

2. Key School Information and Management

(a) Background information

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 located in **Nakuru** County, **Nakuru North** Sub-County

The school registration was renewed on **5/9/2013** under registration number **PU/S/3/3771/13** and is currently categorized as an **Extra County** public school established, owned and operated by the Government.

The school is a day school and had **1,297** students as at 30 June 2024. It has **5** streams, **32** teachers employed by TSC, **14** teachers are employed by the School Board of Management and **11** on teaching practice.

(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	Stellah N. Matofari	Chairperson	23 May 2022
2	Sr. Catherine Wangari Thuku	Secretary- Principal	23 May 2022
3	Keziah Wanja	Member	23 May 2022
4	Gerald Mwangi Kamau	Member	23 May 2022
5	Philip Kihara	Member	23 May 2022
6	Sammy Njema	Member	23 May 2022
7	Joseph Githiaka	Member	23 May 2022
8	John Kihiti	Member	23 May 2022
9	Joel Mirinya	Member	23 May 2022
10	Hellen Nguyo	Member	23 May 2022
11	Hellen Gesare	Member	23 May 2022
12	Margaret Maina	Member Rep Teachers	23 May 2022
13	Fr. Benard Rono	Member - Sponsor	23 May 2022
14	Sofia Kibaya	Member - Sponsor	23 May 2022
15	Ann Wangechi	Member - Sponsor	23 May 2022
16	Janet Wangari	Member - Community	23 May 2022
17	Judy Mirango	Member - Special Needs	23 May 2022

18	Fr. Christopher Kamau	Member – Sponsor	23 May 2022
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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.

The functions of the School Board of Management are to:

(c) Committees of the Board

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Md. Stellah N. Matofari Sr. Catherine Wangari Thuku Mr. Sammy Njema Md. Ann Wangechi Sr. Rose Mugo	Chairperson Executive Secretary Member Member D/ principal	3
2	Audit Committee	Mr. Joseph Githiaka Sr. Catherine Wangari Md. Janet Wangari Md. Ann Wangechi	Chairperson Audit Secretary Member Member	0
3	Finance, and general purposes Committee	Md. Stellah N. Matofari Md. Ann Wangechi Sr. Catherine Wangari	Chairperson Member Principal	1
4	Academic Committee	Mr. John Kihiti Sr. Catherine Wangari Thuku Md. Kezia Wanja Mr. SmmayNjema Sr. Rose Mugo	Chairperson Academic Secretary Member Member D/ principal	3
5	Development Committee	Gerald Mwangi Kamau Sr. Catherine Wangari Md. Stellah N. Matofari Sammy Njema Md. Hellen Nguyo	Chairperson SIC Secretary Member Member Member	3
6	Discipline and welfare Committee	Md. Sofia Kibaya Sr. Rose Mugo Md. Hellen Gesare Md. Judy Mirango Mr. Gerald Kamau	Chairperson D/principal Member Member Member	2
7	Adhoc Committee (opening and evaluation of tender)	Charles Kamamia Sr. Hellen Kamau Margaret Maina George Muturi Caroline Cheptirim	Chairperson Secretary Secretary Member	1

(d) School operation Management

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

Ref:	Designation	Name	Identification
			TSC Number
1	Principal	Sr. Catherine Wangari Thuku	349445
2	Deputy Principal	Sr. Rose Wanjiru Mugo	325676
3	Bursar	George Muturi	

(e) Schools contacts

Post Office Box: 1648
 Telephone: 0722291734
 E-mail: bahatigirls@gmail.com

(f) School Bankers

The school operated 10 bank accounts as follows:

<u>Bank</u>	<u>Branch</u>	<u>Account Number</u>
1) Standard Chartered	Nakuru	0102852506101
2) Standard Chartered	Nakuru	0102852506102
3) Standard Chartered	Nakuru	0102852506103
4) Kenya Commercial Bank	Nakuru	1215139705
5) National Bank of Kenya	Nakuru	01021019536200
6) National Bank of Kenya	Nakuru	01242019536200
7) Equity	Nakuru	0310260810094
8) Equity	Nakuru	0130278999033
9) Co-operative	Nakuru	01117350355600
10) Co-operative	Nakuru	01117350355601

(g) Independent Auditors

The Auditor - General
 Anniversary Towers, University Way
 P.O. Box 30084
 GPO 00100

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

Nairobi, Kenya

3. Summary Report of Performance of the School

a) **Financial performance:**

SURPLUS/DEFICIT FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST THREE YEARS					
SNO	ACCOUNTS	2023/2024	2022/2023	2021/2022	2021/2021
		12 Months	12 Months	12 Months	6 Months
		Kshs	Kshs	Kshs	Kshs
1	School Fund Account	(288,895.00)	1,189,265.00	(902,494.00)	1,697,468.00
2	Operations Account	4,054,471.00	(4,248,190.00)	(3,682,478.00)	2,723,102.00
3	Tuition Account	1,308,525.00	(893,262.00)	(1,109,747.00)	(65,995.00)
	TOTAL	5,074,102.00	(3,252,187.00)	(5,694,717.00)	4,354,755.00



Summary Report of Performance of the School (Continued)

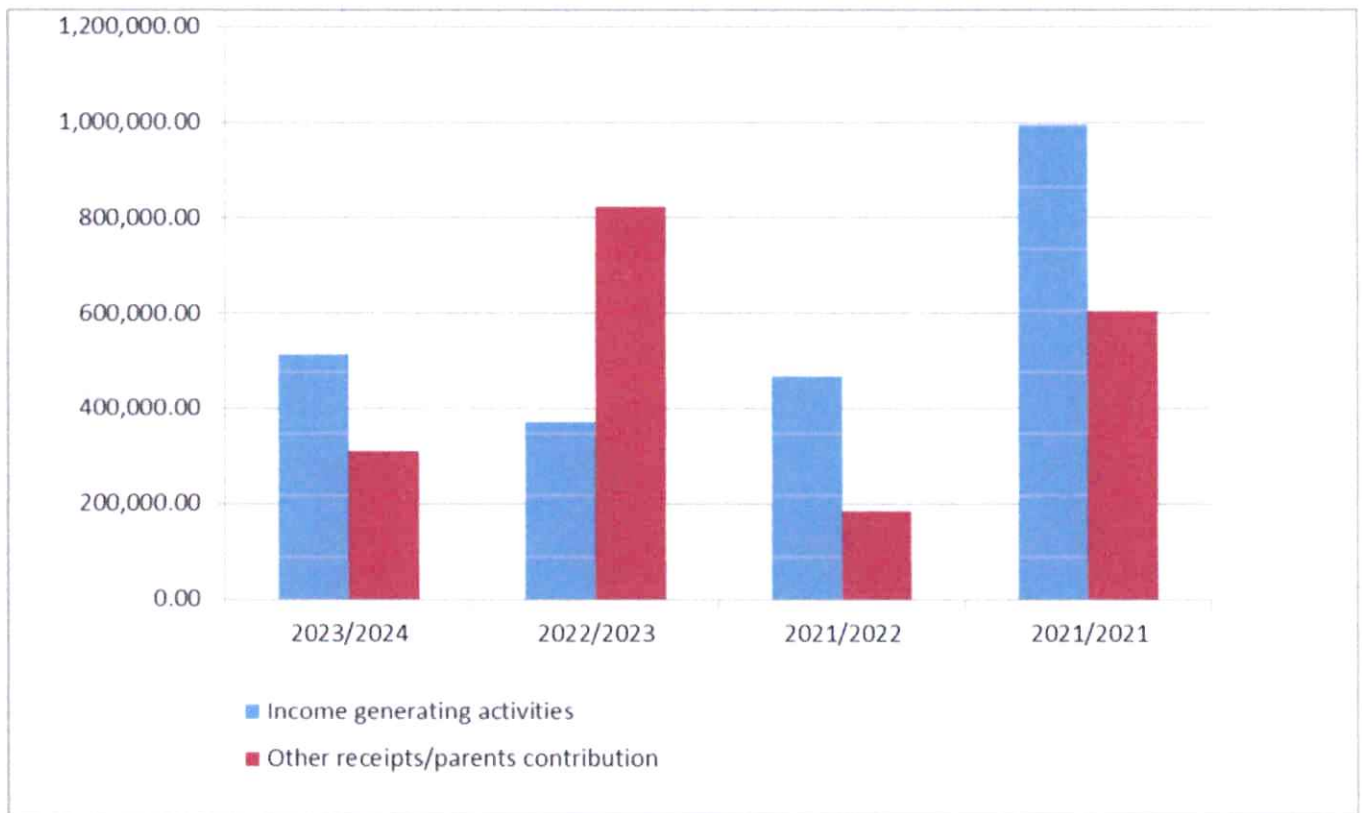
CAPITATION GRANTS FROM THE MINISTRY OF EDUCATION FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST THREE YEARS

SNO	ACCOUNTS	2023/2024	2022/2023	2021/2022	2021/2021
		12 Months	12 Months	12 Months	6 Months
		KSHS	KSHS	KSHS	KSHS
1	Operations Account	15,894,817.00	11,845,107.00	15,548,052.00	7,772,647.00
2	Tuition Account	2,756,728.00	2,707,886.00	3,220,697.00	1,170,916.00
	Total	18,651,546.00	14,552,992.00	18,768,750.00	8,943,563.00
	Increase/(Decrease)	4,098,554.00	(4,215,757.00)	9,825,187.00	(3,648,638.00)
	No of Students	1,297	1,032	977	899
	Ratio of Capitation per student	1:13,995.00	1:14,102.00	1:19,210.00	1:9,948.00



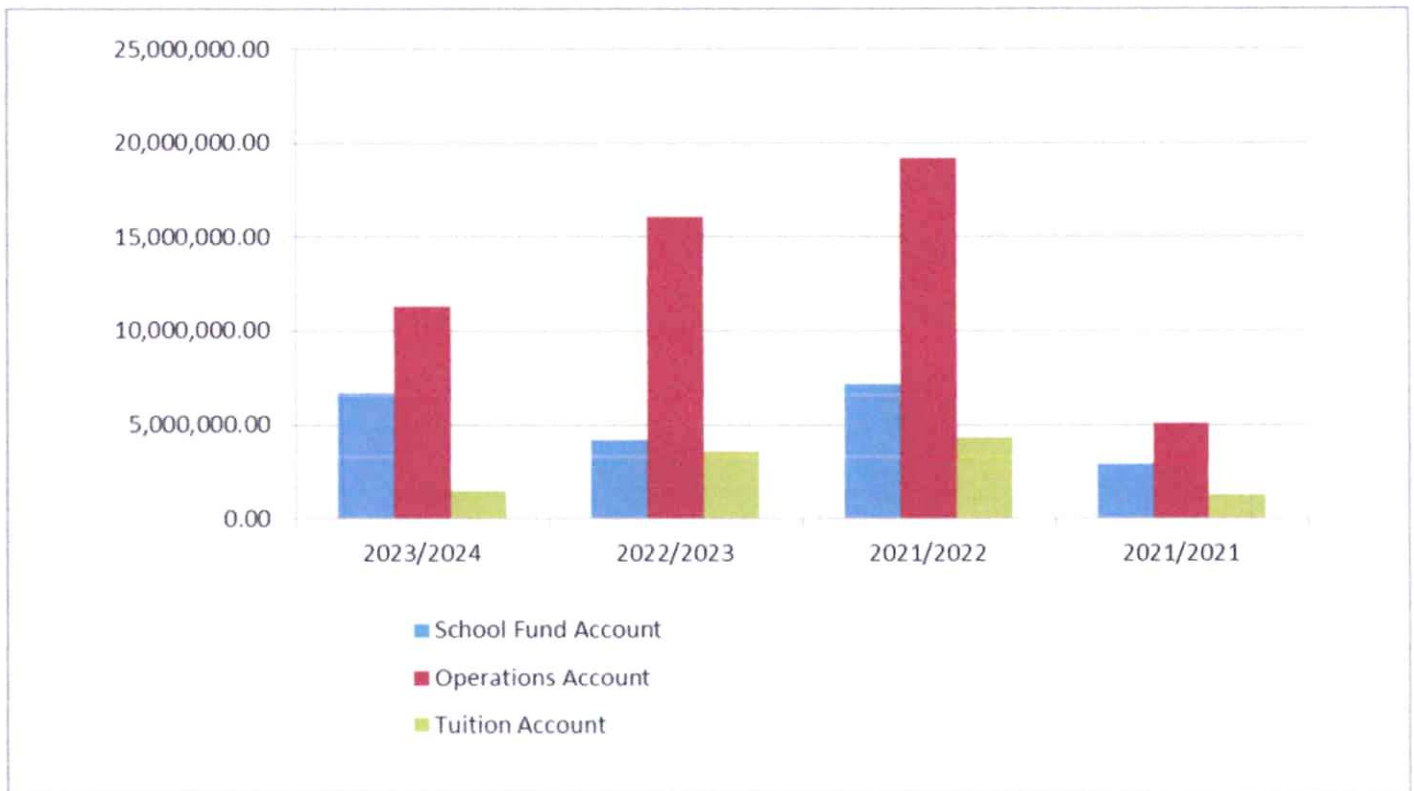
Summary Report of Performance of the School (Continued)

OVERVIEW OF NET GROWTH OF OTHER INCOME(S) FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST THREE YEARS					
SNO	ACCOUNTS	2023/2024	2022/2023	2021/2022	2021/2021
		12 Months	12 Months	12 Months	6 Months
		KSHS	KSHS	KSHS	KSHS
1	Income generating activities	513,000.00	371,400.00	468,000.00	995,700.00
2	Other receipts/parents contribution	310,800.00	825,345.00	185,083.00	605,200.00
	Total	823,800.00	1,196,745.00	653,083.00	1,600,900.00
	Increase/(Decrease)	(372,945.00)	543,662.00	(947,817.00)	174,900.00



Summary Report of Performance of the School (Continued)

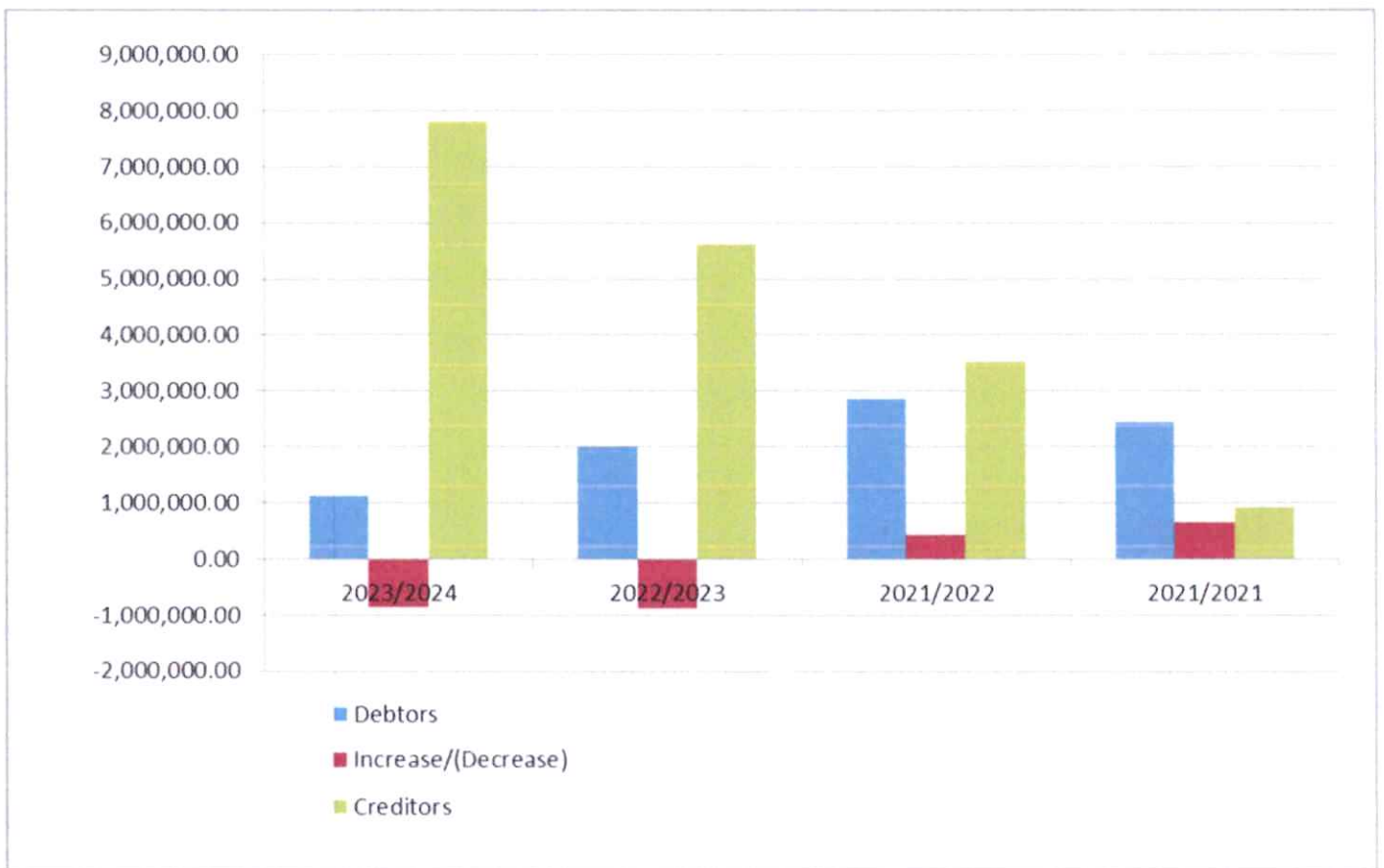
OVERVIEW OF GROWTH IN EXPENDITURE OF THE SCHOOL FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST THREE YEARS					
SNO	ACCOUNTS	2023/2024	2022/2023	2021/2022	2021/2021
		12 Months	12 Months	12 Months	6 Months
		Kshs	Kshs	Kshs	Kshs
1	School Fund Account	6,710,695.00	4,155,480.00	7,198,277.00	2,872,552.00
2	Operations Account	11,340,346.00	16,093,297.00	19,230,530.00	5,049,545.00
3	Tuition Account	1,448,203.00	3,601,147.00	4,330,444.00	1,236,911.00
	Total	19,499,243.00	23,849,924.00	30,759,251.00	9,159,008.00
	Increase/(Decrease)	(4,350,681.00)	(6,909,327.00)	21,660,363.00	(25,054,992.00)



ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
 Annual Report and Financial Statements For the year ended 30th June 2024

Summary Report of Performance of the School (Continued)

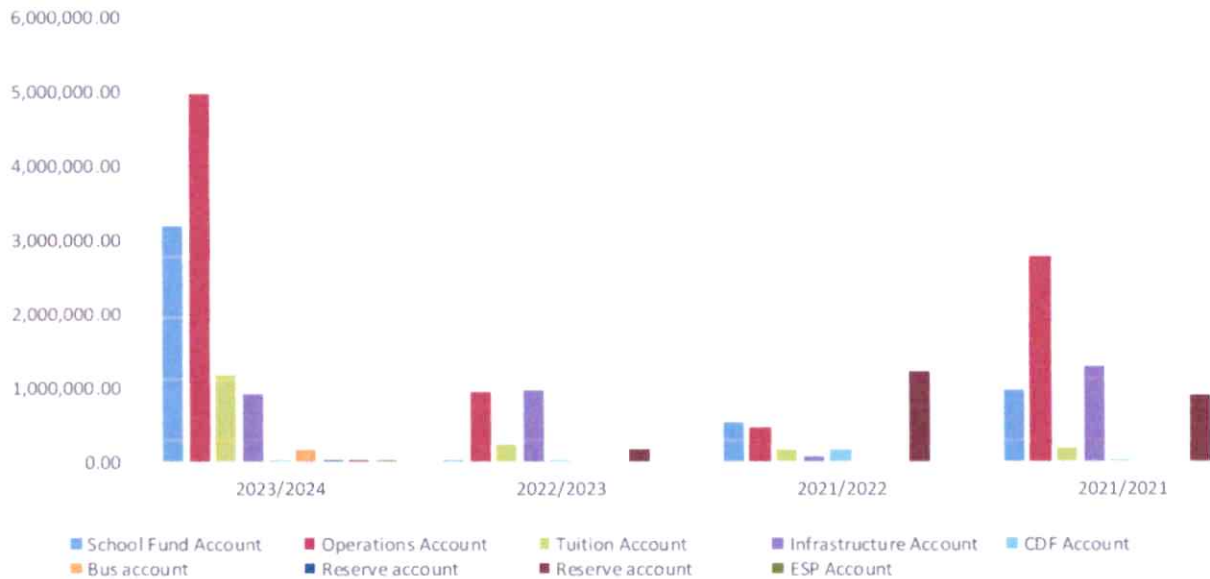
S/NO	ACCOUNTS	2023/2024	2022/2023	2021/2022	2021/2021
		12 Months	12 Months	12 Months	6 Months
		KSHS	KSHS	KSHS	KSHS
a	Debtors	1,132,299.00	1,999,798.50	2,869,798.50	2,444,298.50
	Increase/(Decrease)	(867,500.00)	(870,000.00)	425,500.00	655,000.00
b	Creditors	7,801,710.00	5,616,462.00	3,520,459.00	929,715.00
	Increase/(Decrease)	2,185,248.00	2,096,003.00	2,590,744.00	(1,733,276.70)



Summary Report of Performance of the School (Continued)

MOVEMENT OF CASH AND BANK BALANCES FOR THE YEAR AND COMPARISON OF THE SAME FOR THE LAST THREE YEARS					
SNO	ACCOUNTS	2023/2024	2022/2023	2021/2022	2021/2021
		12 Months	12 Months	12 Months	6 Months
		KSHS	KSHS	KSHS	KSHS
1	School Fund Account	3,193,161.00	914.00	524,181.00	967,369.00
2	Operations Account	4,974,727.00	936,794.00	447,269.00	2,763,744.00
3	Tuition Account	1,181,088.00	236,984.00	164,125.00	195,663.00
4	Infrastructure Account	909,436.00	955,063.00	64,896.00	1,283,326.00
5	CDF Account	2,681.00	853.00	156,006.00	700.00
6	Bus account	157,055.00	160,230.00	855,730.00	532,730.00
7	Reserve account	12.00	522.00	0.00	0.00
8	Reserve account	13.00	463.00	365,299.00	365,299.00
9	ESP Account	1,850.00	1,850.00	1,850.00	1,850.00
	Total	10,420,022.00	2,293,673.00	2,579,356.00	6,110,681.00
	Increase/(Decrease)	8,126,350.00	(285,684.00)	(3,529,778.00)	2,296,172.96

MOVEMENT OF CASH AND BANK BALANCES FOR THE YEAR AND COMPARISON OF THE SAME FOR THE LAST THREE YEARS



Summary Report of Performance of the School (Continued)

b) **Teacher Student ratio:**

Year	No. Of Teachers (TSC)	No. of Students	Teachers Student Ratio	Teachers Shortage	No. of BOM Teachers	No. of Teachers Transferred
2023/2024	32	1297	1:35	0	14	0
2022/2023	28	1032	1:32	0	4	4

There are 32 teachers posted by the Teachers Service Commission and 14 recruited by the Board of Management. Although there were no shortage of teachers the TSC should post more teachers to reduce the huge burden of paying BOM teachers.

c) **Mean score in the 2018,2019, 2020,2021, 2022, 2023 and 2024KCSE:**

		MEAN SCORE SUMMARY												students who joined university
Year	Entry	A	A-	B+	B	B-	C+	C	C-	D+	D	MS	MG	
2024	243	0	2	16	29	54	65	49	20	7	1	7.22	C+	166
2023	216	1	11	13	41	52	44	27	22	5	0	7.63	B-	162
2022	216	0	5	16	39	47	55	38	11	5	0	7.55	B-	162
2021	225	0	10	30	47	42	54	34	8	0	0	7.96	B-	183
2020	180	0	15	34	44	32	30	21	4	0	0	8.40	B-	155
2019	148	2	6	12	28	36	31	24	6	3	0	7.79	B-	115
2018	193	2	14	27	45	42	32	14	13	4	0	7.78	B-	176

a) Development projects carried out by the school:

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time
Tuition Block	Ministry of education and parents	On going	44,745,985	7,395,457.00	1 year



.....
Name: Teresia K. Ndambuki

Designation: School Principal & Secretary to Board of Management

Date: 24th September 2024

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. Bakhita Bahati 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: Stellah N. Matofari

Designation: Chairperson, School Board of Management

Date: 24th September 2024



.....
Name: Teresia K. Ndambuki

Designation: School Principal & Secretary to Board of Management

Date: 24th September 2024



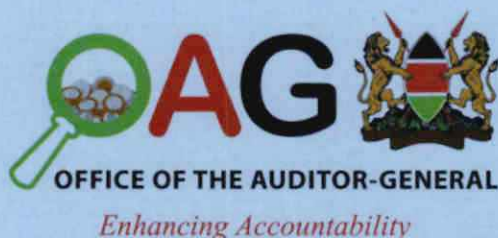
.....
Name: George Muturi

Designation: Bursar/ Finance Officer

Date: 24th September 2024

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. BAKHITA BAHATI GIRLS SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024 - NAKURU 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. Bakhita Bahati Girls Secondary School - Nakuru County set out on pages 1 to 22, which comprise the statement of financial assets and 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. Bakhita Bahati Girls Secondary School - Nakuru 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 Basic Education Act, 2013 and the Public Finance Management Act, 2012.

Basis for Qualified Opinion

1. Unsupported and Unaccounted for Levies

The statement of receipts and payments reflects School fund income-parents contribution of Kshs.6,710,695. The balance excludes levies amounting to Kshs.68,695,000 boarding fees charged to one thousand two-hundred and forty-nine (1,249) students at the rate of Kshs.55,000 per student. As previously reported, the levies are paid into two (2) bank accounts held at local commercial banks, which are privately operated by the Catholic Diocese of Nakuru through a hostel entity. Since the private entities are co-founders of the School, the School Management does not have access to the two (2) bank accounts where the levies were deposited. Further, students were not issued with receipts for the levies collected.

In addition, there was no approval or contractual agreement from the parent Ministry or Cabinet Secretary allowing for the levies collected for the boarding facility to be managed privately instead of being handled by the Extra County Boarding School.

In the circumstances, the regularity and completeness of the boarding levies of Kshs.68,695,000 could not be confirmed.

2. Long Outstanding Receivables

The statement of assets and liabilities reflects accounts receivables balance of Kshs.1,132,299 in respect of fees arrears as disclosed in Note 13 to the financial statements. Included in the balance are receivables amounting to Kshs.880,299 which had been outstanding for over three (3) 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 receivables balance of Kshs.1,132,299 could not be confirmed.

3. Undisclosed Boarding Revenue and Payments

The statement of receipts and payments reflects total receipts amount of Kshs.24,573,346 and Kshs.19,499,243 as disclosed in Notes 1 to 9 to the financial statements. However, receipts from boarding fees are not disclosed. Failure to disclose boarding fees affects the accuracy and completeness of reported receipts and payments.

In the circumstances, the accuracy and completeness of the receipts of Kshs.24,573,346 and payments amounting to Kshs.19,499,243 could not be confirmed.

The audit was conducted in accordance with International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the St. Bakhita Bahati Girls Secondary School 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 and actual on a comparable basis of Kshs.28,414,978 and Kshs.24,573,346 respectively, resulting to an under-funding of Kshs.3,841,632 or 14% of the budget. However, the School spent a balance of Kshs.19,499,243 against actual receipts of Kshs.24,573,846, resulting to an over-utilization of Kshs.5,074,103 or 21% of actual receipts.

The under-funding and 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 judgement, are of most significance in the audit of the financial statements. Except for the matters described in the Basis for Qualified Opinion section, I have determined that there are no other key audit matters to communicate in my report.

Other Matter

Unresolved Prior Year Matters

In the audit of the previous years, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in the Use of Public Resources and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2024.

Other Information

The Management is responsible for the other information set out on page iii to xv which comprise of Key School Information and Management, Summary Report of Performance of the School, and the Statement of School Management Responsibility. 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 THE 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. Over Funding of Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition, capitation grants for operations and capitation for infrastructure amount of Kshs.2,756,728, Kshs.9,500,477 and Kshs.6,394,340, respectively as disclosed in Notes 1, 2 and Note 3 to the financial statements respectively. During the financial year, NEMIS indicated a total number of one thousand two hundred and ninety-seven (1,297) students while the enrolment records provided by the School indicated a total number of one thousand two hundred and forty-nine (1,249) students, resulting to an unexplained variance of forty-eight (48) students. As a result of the variances, the School was over funded by an amount of Kshs.505,832.

In the circumstances, the over-funding of the School may have affected service delivery to the other Schools which did not receive capitation for students and value for money could not be confirmed.

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

The statement of receipts and payments reflects operations payments amount of Kshs.11,401,761 as disclosed in Note.6 to the financial statements. Included in the expenditure is an amount of Kshs.697,500 comprised of Kshs.268,500 transferred to Kenya Secondary School Heads Association (KESSHA) and an amount of Kshs.429,000 transferred to Nakuru North District Secondary Schools Heads Association (NNDSSHA). However, KESSHA and NNDSSHA are welfare organizations that draws its membership from School Principals only. The organizations are 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 and NNDSSHA amounting to Kshs.697,500 could not be confirmed.

3. Unapproved School Fund Income-Parents' Contribution

The statement of receipts and payments reflects School fund income-parents' contributions amount of Kshs.6,421,800 as disclosed in Note 3 to the financial statements. However, the School did not provide the fee structure used to collect the

parents' contributions. Further, there was no approval for the extra levies presented for audit review. This was contrary to the Free Day and Secondary Education programme (FDSE) guidelines, which stipulates that schools cannot charge parents any fees without prior approval from the Ministry of Education through the County Education Board.

In the circumstances, Management was in breach of the law.

4. Excess Supply of Books

Review, of the text books held by the School revealed that the Ministry of Education distributed textbooks to public secondary schools through Kenya Institute of Curriculum Development (KICD). Examination of library records revealed that the School had thirty-three thousand two hundred and eighty-two (33,282) books in store, while the requirement based on subject uptake was only fourteen thousand four hundred and forty-five (14,445) books resulting to sixteen thousand one hundred twenty-two (16,122) unutilized books kept in the library. Further, the School has a shortage of two thousand one hundred and seven (2,107) books for various subjects. In addition, some books issued in the financial year 2017/2018 are still lying in the store as they are no longer in use.

In the circumstances, value for money on the excess sixteen thousand one hundred twenty and two (16,122) text books could not be confirmed while the shortage of text books may have impacted negatively on the learners.

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 EFFECTIVENESS OF 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.

Basis for Conclusion

1. Lack of Ownership Documents

Annex 2 on summary of fixed assets register does not reflect the School land and its estimated cost. The School is situated on a parcel of land measuring approximately 25.55 hectares registered in the name of a Catholic Diocese as trustees. However, the land title deed and deed plan were not provided for audit review. Further, the structures which include a social hall, dormitories and hostel, fixtures and fittings were not recorded in the assets register and are not under the control of the School's Board of Management.

Although the School management explained that the assets were owned by the sponsor; there was no documentary evidence provided to confirm the ownership and control of the land and buildings that are within the School.

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

2. Inadequate Facilities

Physical verification carried out on 22 April, 2025 revealed that the School's library was situated in a small room and could accommodate only forty (40) students. Further, the dining hall could only hold three hundred (300) students out of one thousand two hundred and forty-nine (1,249). Further, the benches and stools in the laboratories were inadequate and worn out. In addition, School facilities, including classrooms had ramps for persons living with disabilities. This was contrary to Regulations 64 (d), 82 and 83 (b, g & k) of the Basic Education Regulations, 2015 which states that every institution of basic education and training shall have a kitchen and dining room. Further, the regulations mandate the Board of Management of an institution to implement reasonable measures to ensure hygiene, cleanliness and safety.

In the circumstances, the lack of adequate facilities significantly affects the effective delivery of the curriculum and the safety of both learners and teachers.

3. Shortage of Teaching Staff

During the year under review, the School had an enrolment of one thousand two hundred and forty-nine (1,249) students in twenty-five (25) classes with only thirty-two (32) teachers posted by the Teachers Service Commission (TSC). This represents 71% of the recommended Curriculum-Based Establishment (CBE) of 35 teachers. Although the School Board of Management took the initiative to recruit fourteen (14) additional teachers to help address the shortfall, there is still a deficit of one teacher for each of the seven (7)

subjects taught in the School. Further, teachers were required to take more than twenty-eight (28) lessons per week, exceeding the recommended limit of twenty-eight (28).

In the circumstances, the adequacy of teaching staff to ensure effective curriculum delivery and quality education could not be confirmed.

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 Board of Management

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 ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using going concern basis of accounting unless Management is aware of the intention 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.

The Board of Management is 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 ISSAI 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, GBS
AUDITOR-GENERAL

Nairobi

03 June, 2025

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

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	2,756,728.00	2,707,886.00
Government grants for operations	2	9,500,477.00	7,906,107.00
Government Grants for infrastructure	3	6,394,340.00	3,939,000.00
School fund income- parents' contributions	4	5,098,000.00	5,425,195.00
Miscellaneous income	5	823,800.00	619,550.00
Total Receipts		24,573,346.00	20,597,738.00
Payments			
Tuition	6	1,448,203.00	3,601,147.00
Operations	7	7,328,879.00	8,274,537.00
Infrastructure	8	4,011,467.00	7,818,260.00
School fund	9	6,710,695.00	4,155,480.00
Total Payments		19,499,243.00	23,489,424.00
Surplus/Deficit		5,074,102.00	(3,252,687.00)

The school financial statements were approved on 24th September 2024 and signed by:



Name: Stellah N. Matofari
Chairperson BOM

Date: 24th September 2024



Name: Teresia K. Ndambuki
School Principal/ Secretary to BOM

Date: 24th September 2024



Name: George Muturi
Bursar/ Finance Officer

Date: 24th September 2024

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

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

Description	Not e	2023/2024	2022/2023
		Kshs	Kshs
Financial Assets			
Cash and cash equivalents			
Bank balances	10	10,415,343.00	2,289,413.00
Cash balances	11	4,679.00	3,759.00
Total cash and cash equivalent		10,420,022.00	2,293,172.00
Account's receivables	12	1,132,299.00	1,999,799.00
Total financial assets (a)		11,552,321.00	4,292,971.00
Financial liabilities			
Accounts payables	13	7,801,710.00	5,616,462.00
Total Financial Liabilities (b)		7,801,710.00	5,616,462.00
Net financial assets (a-b)		3,750,611.00	(1,323,491.00)
Represented by			
Accumulated fund b/fwd	14	(1,323,491.00)	1,928,695.00
Surplus/deficit for the year		5,074,102.00	(3,252,186.00)
Net Assets		3,750,611.00	(1,323,491.00)

The school's financial statements were approved on 24th September 2024 and signed by:

.....


Name: Stellah N. Matofari


Chairperson BOM

Date: 24th September 2024

.....


Name: Teresia K. Ndambuki
**School Principal/ Secretary
 BOM**

Date: 24th September 2024

.....


Name: George Muturi

Bursar/ Finance Officer

Date: 24th September 2024

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

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		2,756,728.00	2,707,886.00
Government grants for operations		9,500,477.00	7,906,107.00
Government grants for infrastructure		6,394,340.00	3,939,000.00
School fund income- parents contributions/ fees		5,965,500.00	5,425,195.00
Other income		823,800.00	619,550.00
Total receipts		25,440,845.00	21,467,738.00
Payments			
Cash outflows for tuition		1,448,203.00	3,601,147.00
Cash outflows for operations		11,340,346.00	16,092,797.00
Cash outflow school fund payments		4,525,447.00	4,155,480.00
Total payments		17,313,995.00	23,849,424.00
Net cash inflow/outflow from operating activities		8,126,850.00	(3,251,687.00)
Net increase/decrease in cash and cash equivalents		8,126,850.00	(3,251,687.00)
Cash and cash equivalent at beginning of the 2023/24		2,293,172.00	2,579,356.00
Cash and cash equivalent at end of the 2023/24		10,420,022.00	2,293,172.00

Note: Cash and Cash Equivalent is the summation of Note 10, 11 and 12.

(The above presentation of the cash flow statement uses the direct method of cash flow presentation which is encouraged under IPSAS. Schools should therefore adopt the direct method of cashflow as recommended by PSASB).

The school's financial statements were approved on 24th September 2024 and signed by:


.....

Name: Stellah N. Matofari

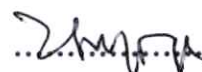
Chairperson BOM

Date: 24th September 2024


.....

Name: Teresia K. Ndambuki
School Principal/ Secretary to BOM

Date: 24th September 2024


.....

Name: George Muturi

Bursar/ Finance Officer

Date: 24th September 2024

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

STATEMENT OF CASH FLOWS

CASH FROM OPERATING ACTIVITIES	-
SCHOOL FUND INCOME - PARENTS CONTRIBUTIONS	
NOTE 4 TO THE FINANCIAL STATEMENTS	5,098,000.00
ARREARS PAID DURING THE YEAR 2023/2024	919,500.00
TOTAL	6,017,500.00
ARREARS FOR THE YEAR 2023/2024	52,000.00
SCHOOL FUND INCOME - PARENTS CONTRIBUTIONS	5,965,500.00

Note 9 School Fund:	6,710,695.00
CREDITORS PAID DURING THE YEAR 2023/2024	
MACHE HARDWARE STORES	500,000.00
GRAHAMS (EA) LAB EQUIPMENTS	569,402.00
CATHOLIC DIOCESE OF NAKURU	100,000.00
PATMAT BOOKSHOP	250,000.00
DATA WAVES NETWORK	13,500.00
EXCEL NAKS PETROLEUM DEALERS	67,180.00
NAMSAMS ENTERPRISES	109,810.00
TOTAL	8,320,587.00
CREDITORS DURING THE YEAR 2023/2024	
MACHE HARDWARE STORES	2,525,490.00
GRAHAMS (EA) LAB EQUIPMENTS	461,558.00
PATMAT BOOKSHOP	3,422.00
DATA WAVES NETWORK	13,500.00

EXCEL NAKS PETROLEUM DEALERS	114,890.00
NAMSAMS ENTERPRISES	196,830.00
MOTHER KEVIN VOCATIONAL TRAINING	46,650.00
WHITE HORSE HYGIENE SERVICES	90,000.00
LILISAM TRADERS	252,800.00
SMART TIMES TECHNOLOGY	90,000.00
TOTAL	3,795,140.00
CASH OUTFLOW SCHOOL FUND PAYMENTS	4,525,447.00

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

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					
(1) Capitation Grant on Tuition					
Exercise Books	1,469,328.00	0.00	1,469,328.00	1,050,944.00	72
Laboratory Equipment	1,101,968.00	0.00	1,101,968.00	702,060.00	64
Teaching / Learning Materials	367,058.00	0.00	367,058.00	272,248.00	74
Internal Exams	734,944.00	0.00	734,944.00	731,476.00	100
Sub-Total	3,673,298.00	0.00	3,673,298.00	2,756,728.00	75
(2) Capitation Grant on Operations					
Local Transport / Travelling	2,593,920.00	0.00	2,593,920.00	1,938,487.00	75
Electricity And Water	1,429,120.00	0.00	1,429,120.00	1,076,535.00	75
Personnel Emoluments	4,701,760.00	0.00	4,701,760.00	3,679,618.00	78
Administration Costs	726,880.00	0.00	726,880.00	512,990.00	71
Activity	448,000.00	0.00	448,000.00	878,987.00	196
Recoveries from salaries	0.00	0.00	0.00	542,585.00	100
Insurance and medical	224,000.00	0.00	224,000.00	871,275.00	389
Sub-Total	10,123,680.00	0.00	10,123,680.00	9,500,477.00	94
3) FDSE for infrastructure					
Maintenance & Improvement MoE	5,600,000.00	0.00	5,600,000.00	4,317,900.00	77

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

Receipt/Expenses Item	Original Budget		Adjustments		Final Budget		Actual On Comparable Basis		% Of Utilization
	a	Kshs	b	Kshs	e=a+b	Kshs	d	Kshs	
Economic Stimulus Programs (CBC)	1,548,000.00		0.00		1,548,000.00		1,576,440.00		100
Total	7,148,000.00		0.00		7,148,000.00		5,894,340.00		
NG CDF	2,000,000.00		0.00		2,000,000.00		500,000.00		25
Total	9,148,000.00		0.00		9,148,000.00		6,394,340.00		
(4) Fees Charged on Parents									
Parents Association	4,650,000.00		0.00		4,650,000.00		5,098,000.00		110
Total	4,650,000.00		0.00		4,650,000.00		5,098,000.00		
5) Miscellaneous Income									
Rent income	270,000.00		0.00		270,000.00		111,000.00		41
Income From Bus Hire	500,000.00		0.00		500,000.00		402,000.00		80
Tender fees	50,000.00		0.00		50,000.00		0.00		0
Administration	0.00		0.00		0.00		310,800.00		0
Total Income	820,000.00		0.00		820,000.00		823,800.00		100
Grand total Income	28,414,978.00		0.00		28,414,978.00		24,573,346.00		
(6) Expenditure For Tuition									
Exercise Books	1,469,328.00		0.00		1,469,328.00		0.00		0
Laboratory Equipment	1,101,968.00		0.00		1,101,968.00		675,166.00		61%
Teaching / Learning Materials	367,057.60		0.00		367,057.60		369,842.00		101%
Internal Exams	734,944.00		0.00		734,944.00		403,195.00		55%
Sub total	3,673,297.60		0.00		3,673,297.60		1,448,203.00		

ST BAKHITA BAHATI GIRLS SECONDARY SCHOOL
Annual Report and Financial Statements For the year ended 30th June 2024

Receipt/Expenses Item	Original Budget a Kshs	Adjustments b Kshs	Final Budget c=a+b Kshs	Actual On Comparable Basis d Kshs	% Of Utilization e=d/c % Kshs
(7) Expenditure For Operations					
Local Transport / Travelling	2,593,920.00	0.00	2,593,920.00	1,200,863.00	46%
Electricity, Water and Conservancy	1,429,120.00	0.00	1,429,120.00	197,594.00	14%
Personnel Emoluments	4,701,760.00	0.00	4,701,760.00	3,757,414.00	80%
Administration Costs	726,880.00	0.00	726,880.00	838,552.00	115%
Activity Expenses	448,000.00	0.00	448,000.00	921,070.00	206%
Medical and insurance	224,000.00	0.00	224,000.00	33,651.00	15%
Statutory and sacco payments	0.00	0.00	0.00	379,735.00	100%
(8) Expenditure For infrastructure					
Construction of classrooms	5,600,000.00	0.00	5,600,000.00	4,011,467.00	72
Total	15,723,680.00	0.00	15,723,680.00	11,340,346.00	
(9) Expenditure For school fund/lunch					
Local Transport / Travelling	800,000.00	0.00	800,000.00	736,132.00	92
Repairs, Maintenance and Improvements	350,000.00	0.00	350,000.00	1,800.00	1
Electricity, Water and Conservancy	590,000.00	0.00	590,000.00	548,000.00	93
Personnel Emoluments	600,000.00	0.00	600,000.00	645,703.00	108
Administration Costs	412,000.00	0.00	412,000.00	206,497.00	50
Parents Association – Tuition block	2,718,000.00	0.00	2,718,000.00	3,383,990.00	125
NG CDF - Furniture	2,000,000.00	0.00	2,000,000.00	498,172.00	25
Acquisition Of Assets	1,548,000.00	0.00	1,548,000.00	690,400.00	45
Total	8,518,000.00	0.00	8,518,000.00	6,710,695.00	
Totals	28,414,978.00	0.00	28,414,978.00	19,499,243.00	

[Provide below a commentary on significant underutilization (below 90% of utilization) and any overutilization above 100%]

- i. Acquisition of assets: The Tvs for e learning intended to be bought for all the classes became very expensive and the school decided to buy for one class and then raise more funds to buy more TVs for e learning in other classes.
- ii. The NG CDF budget was based on the school's proposal but it was allocated very little money to the school compared to the budget.
- iii. The management wanted to complete the tuition block because of the congestion of students in classes and the optional subjects having no physical classrooms the project had to continue despite the limited financial resources available in the process incurred debts this caused increased expenses.
- iv. There arose an urgent need to empty toilets during the year which was not foreseen increasing expenditure on electricity, water and conservancy.
- v. Shortage of teachers forced the school to employ B.O.M. teachers increasing expenditure on salaries.
- vi. The staff's salaries for some months were paid by the school fund account because the operations account could not afford to pay because there were no funds in the operations account until the last month of the financial year
- vii. Electricity water and conservancy was also paid by school fund account due to shortage of funds in the operations account.
- viii. The school could not afford to pay insurance which was very expensive
- ix. Instead of repairs the school opted to put the resources available to the construction of the tuition block.
- x. The KSSHA demanded activity fees for all the students through the sub county education office to facilitate games, science and engineering fair, drama, music and athletics competitions at the sub county and county levels since they could not afford to run those activities without the financial contributions of the schools.
- xi. Due to the high cost of papers that was needed for exams and the huge debts unpaid the school agreed with parents to support the school to reduce expenditure on papers because the suppliers had not been paid and the management realised that debts will keep on accumulating perhaps to unmanageable levels.
- xii. All the revenues in Tuition and Operations accounts were not as per our budget caused by less capitation disbursed by the ministry of education
- xiii. On CBC disbursement it was initially with the ministry of education which was implementing the project but later handed over to the school for verification and actual payments to the contractor.

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 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 school. In addition, the school recognises all expenses when the event occurs, and the related cash has been paid out by the 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 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 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 school's 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 Grantsfor Tuition

Description	2023/2024	2022/2023
	Kshs	Kshs
Exercise Books	1,050,944.00	1,082,648.00
Laboratory Equipment	702,060.00	811,492.00
Internal Exams	731,476.00	542,324.00
Teaching / Learning Materials	272,248.00	271,421.00
Total	2,756,728.00	2,707,886.00

2 Government Grantsfor Operations

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	3,679,618.00	3,615,825.00
Local Transport / Travelling	1,938,487.00	1,914,651.00
Electricity And Water	1,076,535.00	1,062,505.00
Medical	871,275.00	202,200.00
Administration Costs	512,990.00	497,363.00
Activity	878,987.00	550,163.00
Sub Total	8,957,893.00	7,842,707.00
Recoveries from salaries		
House rent	24,800.00	63,400.00
Jokehis sacco	239,834.00	0.00
Wakarimu Sacco	84,457.00	0.00
Welfare	22,500.00	0.00
Statutory Deductions	170,994.00	0.00
Sub Total	542,585.00	63,400.00
Grand Total	9,500,477.00	7,906,107.00

3 Government Grants for infrastructure

Description	2023/2024	2022/2023
	Kshs	Kshs
Maintenance & Improvement	4,317,900.00	3,931,000.00
Administration Block (PTA)	0.00	8,000.00
Economic stimulus grants (CBC)	1,576,440.00	0.00
NGCDF	500,000.00	0.00
Total	6,394,340.00	3,939,000.00

4 School Fund Income -Parents Contribution/Fees

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel emoluments	0.00	586,395.00
PA Levies*	5,098,000.00	4,838,800.00
Total	5,098,000.00	5,425,195.00

5 Miscellaneous Incomes

Description	2023/2024	2022/2023
	Kshs	Kshs
Rent Income	111,000.00	203,400.00
Administration costs	310,800.00	3,750.00
Tender fees	0.00	41,000.00
Income From Bus Hire	402,000.00	371,400.00
Total	823,800.00	619,550.00

6 Tuition

Description	2023/2024	2022/2023
	Kshs	Kshs
Exercise Books	0.00	1,561,491.00
Laboratory Equipment	675,166.00	953,878.00
Teaching / Learning Materials	369,842.00	585,218.00
Exams And Assessment	403,195.00	499,600.00
Bank Charges	0.00	960.00
Total	1,448,203.00	3,601,147.00

7 Operations

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	3,757,414.00	4,481,191.00
Administration Cost	838,552.00	717,000.00
Local Transport / Travelling	1,200,863.00	1,929,313.00
Electricity And Water	197,594.00	701,298.00
Activity Expenses	921,070.00	446,235.00
Insurance Cost	33,651.00	0.00
Statutory Payments	135,896.00	0.00
Sacco payments	243,839.00	0.00
Total	7,328,879.00	8,274,537.00

8 Infrastructure

Description	2023/2024	2022/2023
	Kshs	Kshs
Construction of classrooms	4,011,467.00	7,818,260.00
Total	4,011,467.00	7,818,260.00

9 School Fund

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	645,703.00	1,987,259.00
Repairs And Maintenance & Improvements	1,800.00	308,680.00
Local Transport / Travelling	736,132.00	597,010.00
Electricity And Water	548,000.00	121,588.00
Activity	0.00	447,720.00
Administration Costs	206,497.00	526,070.00
Acquisition Of Assets (Classrooms)	3,383,990.00	0.00
Acquisition Of Assets (TVs)	690,400.00	0.00
Expenses on Tender	0.00	12,000.00
CDF (Furniture)	498,173.00	155,153.00
Total	6,710,695.00	4,155,480.00

(Expenses on income generating activities** should include all costs relating to the school earnings on miscellaneous receipts as recorded in note 5. These costs should include farm maintenance, posho mill maintenance, ground maintenance and costs incurred during hire of school bus among others).

10 Bank Accounts

Account Name & Currency	Status	Bank Account Number	2023/2024	2022/2023
	Active/Dormant		Kshs	Kshs
Tuition Account	Active	0102652506102	1,181,088.00	236,984.20
Operations Account	Active	0102852596101	4,971,134.00	935,880.95
School Fund Account/Boarding	Active	7700087326	3,192,572.00	314.32
CDF account	Active	0130278999033	2,681.00	853.00
Economic Stimulus P.	Dormant	0102852506103	1,850.00	1,850.00
Reserve Account	Dormant	01117350355600	12.00	521.82
Bus Account	Active	0310260810094	157,055.00	160,230.00
Reserve Account	Dormant	01117350355601	13.00	463.01
PTA savings account	Dormant	01242019536200	0.00	0.00
Infrastructural Account	Active	1215139705	908,939.00	952,315.76
Total			10,415,343.00	2,289,913.06

11 Cash In Hand

Description	2023/2024	2022/2023
	Kshs	Kshs
Notes and Coins	4,679.00	3,759.05
Total	4,679.00	3,759.05

12 Accounts Receivable

Description	2023/2024	2022/2023
	Kshs	Kshs
Fees Arrears	1,132,299.00	1,999,798.50
Total	1,132,299.00	1,999,798.50

13 b) Ageing Analysis of Accounts Receivable

Description	2023/2024		2022/2023	
	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	52,000.00	5%	290,000.00	16%
Between 1- 2 years	200,000.00	18%	829,500.00	41%
Over 3 years	880,299.00	77%	880,299.00	43%
Total (should tie to note 13 a)	1,132,299.00	100%	1,999,799.00	100%

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13 Accounts Payable

Description	2023/2024	2022/2023
	Kshs	Kshs
Trade Creditors	7,084,693.00	4,899,445.00
NSSF	172,232.00	172,232.00
NHIF	37,950.00	37,950.00
PAYE	23,886.00	23,886.00
Jokehis Sacco	259,054.00	259,054.00
Wakarimu Sacco	205,895.00	205,895.00
Welfare	18,000.00	18,000.00
TOTAL	7,801,710.00	5,616,462.00

14a. Ageing Analysis of Accounts Payable

Description	2023/2024		2022/2023	
	Kshs		Kshs	
	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	3,795,140	50%	4,882,445	86%
Between 1- 2 years	2,971,627	37%	717,017	13%
Between 2-3 years	1,017,943	13%	17,000	1%
Over 3 years	17,000	0.2%		%
Total (should tie to note 14)	7,801,710	100%	5,616,462	100%

14 Fund Balance Brought Forward

Description	2023/2024	2022/2023
	Kshs	Kshs
Bank Balances	2,289,413.00	2,579,355.66
Cash Balances	3,759.00	
Receivables	1,999,799.00	2,869,798.50
Payables	(5,616,462.00)	(3,520,459.00)
Total	(1,323,491.00)	1,928,695.16

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.

15 Biological assets

Description	Numbers	2023/2024	2022/2023
		Kshs	Kshs
Trees	208		
Total			

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16 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)
1.0	Unsupported receipts	The school issued receipts for all revenue received. The copies of the receipts were available and supporting schedules prepared..	Resolved.	
2.0	Unsupported and Unaccounted for levies	The account is for the hostel facility which owned and managed by the Catholic Diocese of Nakuru through a board of management appointed by the Bishop.	Not resolved fully but the Diocese is in consultation with the Ministry of Education over how to manage properly these accounts.	Approximately one year.
3.0	Unsupported school fund Income from parents contribution	The school issued receipts for all revenue received, prepared cash books and ledgers monthly.	Resolved because the ledgers that were not detailed are now being updated to incorporate more details of dates, names, amounts and voteheads.	
4.0	Unexplained reduction in revenue	The revenue reduced due to decrease in the amount of money disbursed by the Ministry of Education as capitation. And the inability of nemis to register some students and already registered students deleted from the nemis platform.	Not resolved but the government promised to increase the capitation.	Not definite but trust the government will increase or release capitation as per the fees structure from the ministry of education as per the students population.
5.0				
5.1	Unsupported accounts receivables	The list for fees arrears was prepared with aging analysis done.	Resolved	
5.2	Long outstanding receivables	The school management together with the parents have resolved on how to recover fees arrears from	Resolved	

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Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		students and to ensure that continuing students pay on time to avoid accumulation of fees arrears.		
6.0	Unsupported accounts payables	The supporting documents were available, delivery notes, goods received notes invoices and statements of account for suppliers..	Resolved	
7.0	Cash and cash equivalents	The bank reconciliations for the ten accounts were done but the two accounts are being resolved by the Catholic Diocese of Nakuru and the ministry of education.	Partially resolved	Approximately one year.
7.1	Unsupported cash and equivalents	The bank reconciliations for the ten accounts were done and cash survey was also done but the two accounts are being addressed by the Catholic Diocese of Nakuru and the ministry of education.	Partially resolved	Approximately one year.
7.2	Payments in cash book not in bank statement	The schedule indicating when the unrepresented cheques were presented and paid after the end of the financial year was prepared.	Resolved	
7.3	Unreconciled cash book balances	This was caused by cheque no. 001897 paid for Ksh 3,250 instead of Kshs 3,750.	Resolved	
8.0	Unsupported payments for tuition	The supporting documents were available delivery notes, goods received notes invoices and statements of account.	Resolved	
9.0	Unsupported payments for operations	The supporting documents were available delivery notes, goods received notes invoices and statements of account.	Resolved	
10.0	Unsupported fuel expenditure	The statements, invoices, and fuel registers are available	Resolved	
11.0	Unsupported financial statement adjustments	The adjustments were caused by incorrect treatment of creditors being charged to expenses.	Resolved	

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
	Budgetary control and performance	-The over expenditure was caused by the construction on the classrooms that were needed for proper teaching to take place. These were creditors not paid at year end. -Capitation nor received as per the government commitment and late release of the funds to schools makes budget implementation very difficult	Partially resolved	One year
	Basis for conclusion			
1.0	Irregular transfer of funds to Kenya Secondary School Heads Association	These payments were made through directives from the sub county director of education in consultation with the principals on the need to finance school activities like drama, music, games, athletics that were not well funded or not funded by the ministry of education but must take place.	Not resolved	The ministry of education to solve the financing of all extra curricular activities at all levels.
2.0	Under funding of capitation	-The nemis platform deletes the names of students reducing the enrolment. Sometimes during admission of students in nemis it does not save the students entered. This causes reduced students.	Not resolved.	The ministry of education to assist with this issue.
3.0	Weaknesses in human resource management	There is an established formular for employing the staff from the ministry of education, terms of employment while the school has set its own conditions of service, there are duties and responsibilities to every employee outlined and kept in their personal files.	Resolved	
4.0	Unsupported fixed assets balance	There was a fixed assets register kept in school with list of all assets owned by the school but it lacked some	Partially resolved.	Six months

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Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		details of assets acquired over a long period of time. Identifying the supplier is difficult but the names of the assets are properly done, location of the assets done, number of the assets done, but they need valuation so that the presentation may be complete.		
5.0	Unsupported board of management allowances and transport reimbursement	The management minutes were signed with attendance schedule. The principal was not aware that she is not supposed to be paid during meetings.	Resolved	
6.0	Lack of procurement plan	The school had a procurement plan but not very well prepared because some details were missing but it was revised and it is prepared one for the current financial year.	Resolved	
7.0	Lack of risk management policy	The school uses a risk and disaster management from the ministry of education. But will develop a fraud prevention mechanism.	Partially Resolved	Six months
8.0	Late submission of annual report and financial statements	The statements took time to prepare well under IPSAS having been introduced to schools.	Resolved	
9	Non compliance with the public sector accounting standards board reporting requirements	We used the template presented to u by the county school's auditor. We now have the correct reporting template.	Resolved	
	Basis for conclusion			
1.0	Lack of ownership documents	The log book for the school van has been changed. The blue number plate has been acquired.	Resolved	
2.0	Lack of insurance cover for property and other assets	The school did a valuation to ascertain the value of the property so that it can insure. But the actual acquisition of the insurance will be	Partially resolved	One year.

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Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		determined by the availability of funds because all properties must be insured while the cost might be very high.		



Name: Teresia K. Ndambuki

Designation: School Principal & Secretary to Board of Management

Date: 24th September 2024

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12. Annexes

Annex I - Analysis of Pending Accounts Payable

Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023/2024	Outstanding Balance Comparative 2022/2023	Comments
	A	b	C	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
Supply Of building materials						
1. Mache Hardware Stores	2,407,610	24/6/2024	500,000	4,433,100	2,407,610	
Supply Of Lab Equipments						
1. Grahams (EA) Lab	569,402	11/6/2024	569,402	461,558.00	569,402	
Supply Of Games equipments						
1. Liliann Traders	-	17/2/2024	-	252,800.00	0.00	
2. Mother Kevin Vocational Training	-	15/3/2024	-	46,650.00	0.00	
4. Supply Of Learning materials						
1. Cyber School Technologies	232,000.00	12/1/2022	-	232,000.00	232,000	
2. Smart Times Technology		15/3/2024		90,000.00	0.00	
3. Catholic Diocese of Nakuru	447,000.00	14/6/2023	100,000	347,000.00	447,000	
4. Patmat Bookshop	1,035,943	26/1/2024	250,000	789,365.00	1,035,943	Bought items worth Kshs 3,422 during the year
5. Silver Skills	17,000.00	28/6/2019	-	17,000	17,000	

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Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023/2024	Outstanding Balance Comparative 2022/2023	Comments
Provision of internet – Data Waves Network	13,500.00	1/6/2024	13,500	13,500	13,500	
Supply Of fuel - Excel Naks Petroleum Dealers	67,180.00	17/6/2023	67,180	114,890	67,180	
Provision of motor vehicle repairs						
Namsams Enterprises	109,810.00	21/5/2024	109,810	196,830	109,810	
Supply Of sanitation services						
White Horse Hygiene Services	-	4/9/2023	-	90,000	0.00	
Total	4,899,445.00		1,609,892	7,084,693	4,899,445	
NSSF	172,232.00	30/6/2023	-	172,232	172,232	
NHIF	37,950.00	30/6/2023	-	37,950	37,950	
PAYE	23,886.00	30/6/2023	-	23,886	23,886	
JOKEHIS SACCO	259,054.00	30/6/2023	-	259,054	259,054	
WAKARIMU SACCO	205,895.00	30/6/2023	-	205,895	205,895	
STAFF WELFARE	18,000.00	30/6/2023	-	18,000	18,000	
TOTAL	717,017.00		-	717,017	717,017	
Grand Total	5,616,462.00		1,609,892	7,801,710	5,616,462	

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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				
Buildings And Structures	111,500,000.00	7,395,457.00	-	118,895,457.00
Motor Vehicles	10,450,000.00	-	-	10,450,000.00
ICT Equipment		690,400.00	-	690,400.00
Lockers and Chairs	6,820,00.00	498,173.00	-	7,318,173.00

Summary of Fixed Assets Register

Asset	Nos.
Tuition blocks	4
Administration block	1
Assembly Hall	1
Toilet blocks	4
Teachers Desks	34
Teachers chairs	34
Office Desks	6
Office Chairs	16
Sofa set	2
Teachers Tables	17
Teachers Chairs	17
Annex 2 – Summary of Fixed Assets Register	
Shelves	16
Tables	11

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Cabinets for students		360
Office cabinets		5
Computers office		2
Computers for students		23
Lap tops		2
Printers		3
Copy printer		1
Photocopier		2
Lab Apparatus (assorted)		10,448
Lab Tables and stools		273
Stapler		11
Paper punch		6
Rubber stamp		5
Sewing Machines		13
Notice board		17
Deep freezer		1
Iron box (charcoal)		1
Iron box (electrical)		4
Gas cookers		7
Electrical cooker		1
Refrigerator		1