


REPUBLIC OF KENYA



*Enhancing Accountability*

**REPORT**

 THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 18 JUN 2025	DAY. Wednesday
TABLED BY:	Hon. Owen Baya, MP Deputy Majority Leader
OF	hemale
MARK-AT THE-TABLE:	

PARLIAMENT  
OF KENYA  
LIBRARY

**THE AUDITOR-GENERAL**

**ON**

**ST. MARTIN KATHONZWENI SCHOOL**

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

**MAKUENI COUNTY**

OFFICE OF THE AUDITOR GENERAL  
P. O. Box 30084 - 00100, NAIROBI  
**MACHAKOS HUB.**  
15 APR 2025  
**RECEIVED**

*Revised 30<sup>th</sup> June 2024.*



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**ST MARTIN KATHONZWENI SCHOOL**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED**  
**30<sup>TH</sup> JUNE 2024**

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

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# ***ST MARTIN KATHONZWENI SCHOOL***

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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<b>Table of Contents</b>	<b>Page</b>
1. Acronyms and Definition of Key Terms.....	ii
2. Key School Information and Management .....	iii
3. Summary Report of Performance of The School.....	viii
4. Statement of School Management Responsibility .....	xiii
5. Report Of The Independent Auditors ( <i>To be attached</i> ) .....	xiv
6. Statement Of Receipts and Payments for the Year Ended 30 <sup>th</sup> June 2024 .....	1
7. Statement of Assets and Liabilities As At 30 <sup>th</sup> June 2024.....	2
8. Statement of Cash Flows for the Year Ended 30 <sup>th</sup> June 2024.....	3
9. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30 <sup>th</sup> June 2024 .....	4
10. Significant Accounting Policies.....	6
11. Notes To the Financial Statements.....	8
12. Annexes .....	18

### **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
CDF	Constituency Development Fund
TALE	Touch A Learner Foundation
KCSE	Kenya Certificate Of 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**

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

The school was re-registered in 10/2/2017 under registration number 17S120000021 and is currently categorized as an Extra County public school established, owned or operated by the Government.

The school is a boarding and had 783 students as at 30<sup>th</sup> June 2024. It had of 16 classes 4 streams and 44 teachers of which 11 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:

<b>Ref:</b>	<b>Name of Board Member</b>	<b>Designation</b>	<b>Date of appointment</b>
1.	Eng Fidelis Kavita	Chairman	27/6/2022
2.	Patrick Wambua	Secretary - Principal	14/2/2023
3.	Josephine M Mwau	Vice Chairman	27/6/2022
4.	Eunice Mwende	Member	27/6/2022
5.	Eng Jonathan Kimeu	Member	27/6/2022
6.	Dorcus Mwikali	Member	27/6/2022
7.	David Maithya Musyoki	Member	27/6/2022
8.	David Nzioka Musili	Member	27/6/2022
9.	Martin Makundi	Member	27/6/2022
10.	Urbanus Mbindyo	Member	27/6/2022
11.	Stanlous Ndeto	Member	27/6/2022
12.	Titus Uswii	Member	27/6/2022
13.	Matthew K Wambua	PA Chairman	27/6/2022
14.	Caleb Nyakundi	Member	27/6/2022
15.	Lydia Mbeti Muthiani	Member	27/6/2022
16.	Esther Matee	Member – Teachers Rep	27/6/2022

**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.Eng Fidelis Kavita 2.Patrick Wambua 3.Josephine Mwau 4.Matthew K Wambua 5.Martin Makundi 6.Stanlous Ndeto	Chairperson Secretary Vice Chair PA Chairman Member Member	1 Out Of 1 1 Out Of 1 1 Out Of 1 1 Out Of 1 1 Out Of 1 1 Out Of 1
2	Audit Committee, Finance,procurement and general purposes Committee	1. Nick Kikolya 2.Titus Uswii 3.Urbanus Mbindyo 4.Josephine Mwau 5.Martin Makundi 6.Matthew K Wambua	Chairperson Member Member Member Member Member	0 Out Of 0 0 Out Of 0 0 Out Of 0 0 Out Of 0 0 Out Of 0 0 Out Of 0
3	Academic Committee	1.Eng Jonathan Kimeu 2.Patrick Wambua 3.Martin Makundi 4.David Nzioka 5.Matthew K Wambua	Chairperson Secretary Member Member Member	2 Out Of 2 2 Out Of 2 1 Out Of 2 2 Out Of 2 2 Out Of 2
4	SIC Committee	1.Eng Eunice Mwende 2.Eng Fidelis Kavita 3.Patrick Wambua 4.Matthew K Wambua	Chairperson Member Secretary Member	1 Out Of 1 1 Out Of 1 1 Out Of 1 1 Out Of 1
5	Finance ,Procurement And General Purposes Committee	1.Titus Uswii 2.Patrick Wambua 3.Martin Makundi 4.Eng Eunice Mwende 5.Matthew K Wambua	Chairperson Secretary Member Member Member	2 Out Of 2 2 Out Of 2 1 Out Of 2 2 Out Of 2 1 Out Of 2

# **ST MARTIN KATHONZWENI SCHOOL**

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

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## **d) School operation Management**

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

<b>Ref:</b>	<b>Designation</b>	<b>Name</b>	<b>Identification</b>
1	Principal	Patrick Wambua	TSC No.352235
2	Deputy Principal	Waita Samuel Musyoka	TSC No.388827
3	School Bursar	Dorcus Mbithi	NAC / 203033
4	Accounts Clerk	Phyllis K Kisumba	ID NO. 11000973

## **(d) Schools contacts**

Post Office Box: 11 - 90302  
Telephone: 0727077507  
E-mail: [bkathonzweni@gmail.com](mailto:bkathonzweni@gmail.com)

## **(e) School Bankers**

The school operated 7 bank accounts in the following banks

1. Account Name **Tuition Account**  
Account Number **1105227979**  
Name of Bank **Kenya Commercial Bank**  
Branch **Wote**
2. Account Name **Operation Account**  
Account Number **1105235947**  
Name of Bank **Kenya Commercial Bank**  
Branch **Wote**
3. Account Name **Infrastructure Account**  
Name of Bank **Kenya Commercial Bank**  
Branch **Wote**  
Account Number **1265333548**
4. Account Name **Main Account**  
Account Number **1105172597**  
Name of Bank **Kenya Commercial Bank**  
Branch **Wote**

Mpesa paybill – Business Number 522123, Account Number 30105K

5. Account Name **Saving Account**  
Account Number **1109089511**  
Name of Bank **Kenya Commercial Bank**  
Branch **Wote**

# ***ST MARTIN KATHONZWENI SCHOOL***

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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- |    |                |  |
|----|----------------|--|
| 6. | Account Name   | <b>Touch a Learner Programme Account</b> |
|    | Account Number | <b>0670280311806</b>                     |
|    | Name of Bank   | <b>Equity Bank</b>                       |
|    | Branch         | <b>Wote</b>                              |
| 7. | Account Name   | <b>CDF Account (Dormant)</b>             |
|    | Account Number | <b>0670294067810</b>                     |
|    | Name of Bank   | <b>Equity Bank</b>                       |
|    | Branch         | <b>Wote</b>                              |

**(f) Independent Auditors**

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

# ST MARTIN KATHONZWENI SCHOOL

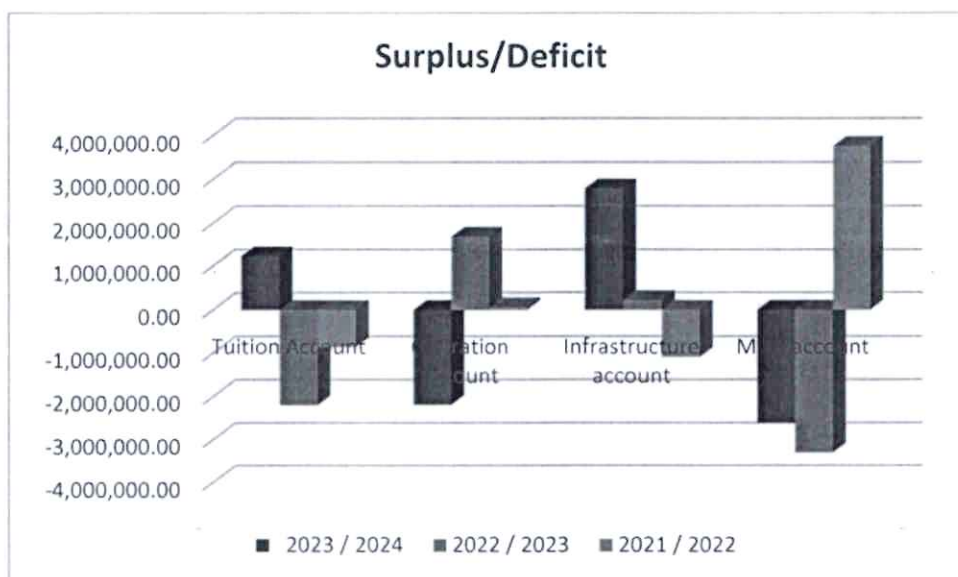
Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 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:

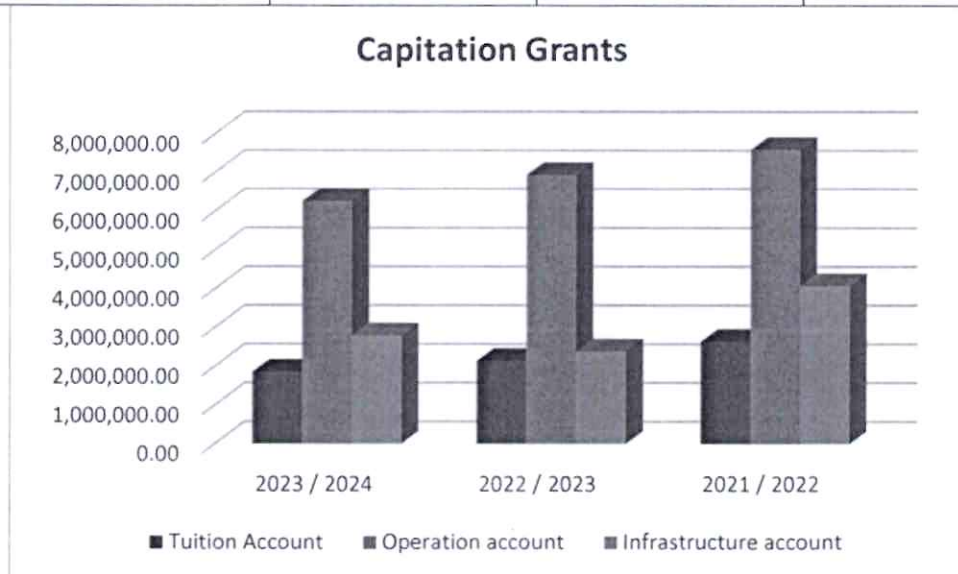
### a) Financial performance:

Year	2023 / 2024	2022 / 2023	2021 / 2022
Tuition Account	1,238,387.80	(2,195,868.00)	( 856,893.00)
Operation account	(2,337,510.45)	1,694,995.00	62,056.00
Infrastructure account	2,937,590.00	219,220.00	(1,088,198.00)
Main account	(2,756,971.00)	(3,307,190.00)	3,761,513.00



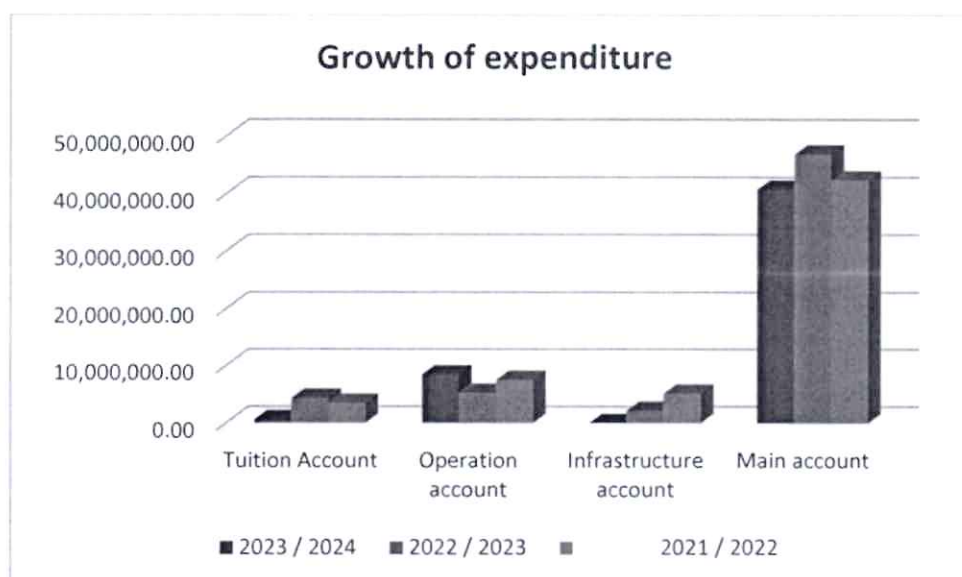
### b) Capitation Grants from the Ministry

Year	2023 / 2024	2022 / 2023	2021 / 2022
Tuition Account	1,857,787.80	2,139,778.00	2,641,813.00
Operation account	6,110,035.55	6,937,434.00	7,593,867.00
Infrastructure account	2,940,900.00	2,386,000.00	4,074,919.00



### c) A three years overview of growth in expenditure of the school

Year	2023 / 2024	2022 / 2023	2021 / 2022
Tuition Account	619,400.00	4,335,646.00	3,498,706.00
Operation account	8,447,546.00	5,242,439.00	7,531,811.00
Infrastructure account	3,310.00	2,166,780.00	5,163,117.00
Main account	40,888,422.56	46,893,872.00	42,406,548.00

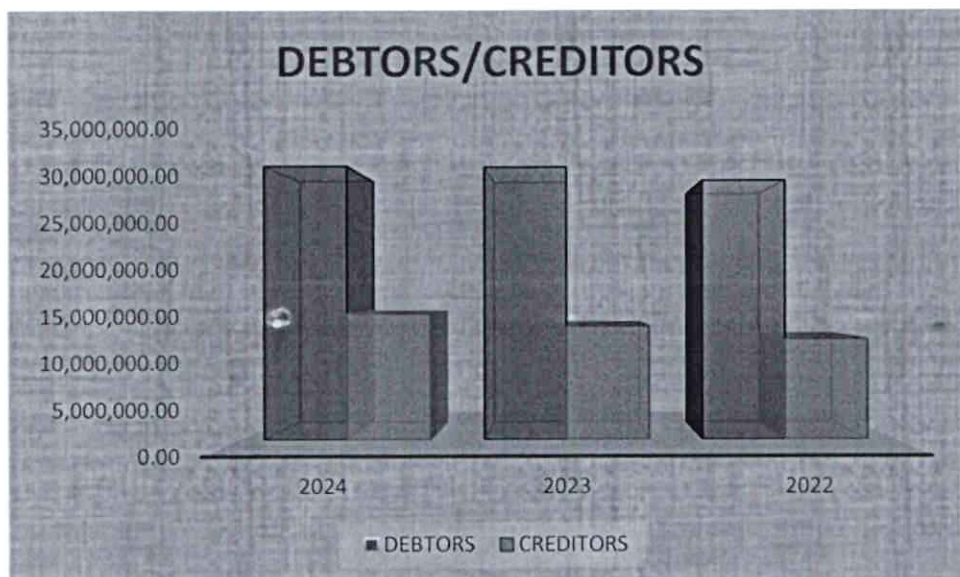


# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## d) Movements of Debtors and Creditors of the School over the Three Years.

YEAR	DEBTORS	CREDITORS
2024 / 2023	32,436,815.00	15,042,810.50
2023 / 2022	32,283,244.00	13,502,263.00
2022 / 2021	30,707,055.00	11,926,074.00



## e) Teacher Student ratio:

	No of teachers	No of students	Teachers Student Ratio	Recruited/posted	Transferred
2024	44	802	1:19	7	5
2023	41	747	1:19	1	1
2022	34	796	1:24	3	1

Teachers Employed by TSC 33, BOM 11

Subject Combination		Eng	Mat	Kis	Bio	Chem	Phy	His	Geo	Cre	Agr	Bs	Comp	Fr	H/S	MUS	W/W	ART
Number of Teachers	TSC	6	8	7	3	4	4	5	4	4	2	4	1	1	0	0	1	2
	BOM	2	3	0	4	3	1	1	1	1	0	1	1	0	1	0	0	0
Shortage		1	0	0	2	2	2	0	0	1	0	0	1	0	1	1	0	0

# ***ST MARTIN KATHONZWENI SCHOOL***

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

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**f) The mean score in the 2023 KCSE:**

**a. Mean Score in the 2023 KSCE:**

<b>Year</b>	<b>Mean Point</b>	<b>Target</b>	<b>Mean score</b>	<b>Transitioned to university</b>	<b>Comments</b>
<b>2023</b>	<b>7.4</b>	<b>6.2</b>	<b>C+</b>	<b>155</b>	
2022	5.75	6.0	C-	51	
2021	5.898	6.0	C-	56	

**g) Number of Candidates in the 2023 KCSE:**

<b>YEAR</b>	<b>Tabulation of students</b>
2023	195
2022	184
2021	177

**h) The capacity of the school:**

<b>FACILITY</b>	<b>NO.</b>	<b>REMARKS</b>
Dormitories	8	Sufficient
Dining Hall	1	sufficient
Kitchen	1	Needs expansion
Laboratory	3	sufficient
Boys' Toilets	62	Sufficient
Staff Toilets	14	Sufficient
<b>Fields:</b>		
Football	1	One more required
Volleyball	1	One required
Handball	1	One required
Basketball	2	One required
Administration blocks	1	Modern one required
Staff room	4	Not Sufficient
School Bus	1	New one needed
Classrooms	16	Sufficient
Computer Lab	1	Required one
Wood work workshop	1	Modern one required
Home Science Lab	1	Modern one required

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

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I) **Development projects carried out by the school:**

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time
No project was undertaken					

Sign..........

**Name: Patrick Wambua**  
**School Principal**

**Date: 17/9/2024**

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

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## 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 Martin Kathonzeni 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 30<sup>th</sup> June, 2024, and of the school's financial position as at that date.

Sign  .....

**Name: Fidelis Kavita**

**Designation: Chairman, School Board of Management**

**Date: 17 / 9 / 2024**

Sign  .....

**Name: Patrick Wambua**

**Designation: School Principal & Secretary to Board of Management**

**Date: 17 / 9 / 2024**

Sign  .....

**Name: Dorcus Mbithi**

**Designation: Bursar/ Finance Officer**

**Date: 17 / 9 / 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. MARTIN KATHONZWENI SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024 – MAKUENI COUNTY.

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### 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; and,
- 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. Martin Kathonzweni School- Makueni County set out on pages 1 to 17, which comprise of the statement of 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 matter described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of the St Martin Kathonzweni School – Makueni 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 the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

### **Basis for Qualified Opinion**

#### **Long Outstanding Accounts Receivables**

The statement of assets and liabilities reflects accounts receivables balance of Kshs.32,436,815 in respect of fees arrears as disclosed in Note 13 to the financial statements. Included in the balance, are long outstanding receivables amounting to Kshs.27,132,132 (84% of total receivables) which had been outstanding for more than 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 long outstanding receivables balance of Kshs.27,132,132 could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of St. Martin Kathonzweni 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.

#### **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 of my report, I have determined that there are no other key audit matters to communicate in my report.

## **Other Matter**

### **Unresolved Prior Year Issues**

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. However, Management had not resolved the issues as at 30 June, 2024.

### **Other Information**

Management is responsible for other information set out on page iii to xiii which comprise of key School information and Management, the summary report of performance of the School and 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. Failure to Transfer Infrastructure Funds from the Operations Bank Account.**

The statement of receipts and payments reflects operations grants amount of Kshs.6,110,036. as disclosed in Note 2 to the financial statements. Included in the grants is an amount of Kshs.2,940,900 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the School's facilities. However, the amount was not transferred to the infrastructure bank account. This was contrary to the Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 which directed that infrastructure grants as well

as maintenance and improvement funds should be transferred to the school infrastructure account within fifteen (15) days upon receipt of the funds in the operations account.

In the circumstances, Management was in breach of the Ministry's directive.

## 2. Under-funding of Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition, operations and infrastructure amount of Kshs.1,857,788, Kshs.6,110,036 and Kshs.2,940,900 respectively and as disclosed in Notes 1,2 and 3 to the financial statements respectively. However, a comparative analysis of these figures with data from the National Educational Management and Information System (NEMIS) for the financial year ended 30 June, 2024, reflected variances which resulted in under-funding of Kshs.612,137 as tabulated below;

### Analysis of Capitation Funding Variances

Month	Capitation for Student (Kshs)	No. of Students per NEMIS	Capitation Per Student. (Kshs)	No. of students as per Register	Variance	Under/ Over Funding (Kshs)
September, 2023	1,839,421	732	2,513	746	(14)	(35,182)
January, 2024	5,792,746	747	7,755	808	(61)	(473,055)
May, 2024	3,253,757	783	4,156	808	(25)	(103,900)
	<b>Total</b>					<b>(612,137)</b>

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 to be registered in NEMIS and the principals to ensure their records are accurate.

In the circumstances, the underfunding of the school may have affected service delivery to the public.

## 3. Unauthorized Reallocation of Funds

The statement of receipts and payments reflects capitation grants for tuition, operations and Infrastructure totalling to Kshs.10,908,723. Review of the financial statements, bank statements and cash book provided for audit revealed that during the year under review,

the School transferred funds amounting to Kshs.365,000 and Kshs.634,000 from tuition and infrastructure accounts respectively to operations account in order to pay salaries. This was contrary to Regulation 54(1) of the Public Finance Management (National Government) Regulations, 2015, which state that except as provided for in the Act and these Regulations, an Accounting Officer of an entity may not authorize payment to be made out of funds earmarked for specific activities for purposes other than those activities.

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

#### **4. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association**

The statement of receipts and payments reflects operations payment amount of Kshs.8,447,546 as disclosed in Note 7 to the financial statements. Included in the expenditure is an amount of Kshs.544,960 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, the value for money of funds transferred to KESSHA amounting to Kshs. 544,960 could not be confirmed.

#### **5. Failure to Prepare School Improvement Plan**

During the year under review, the School did not have an approved School Improvement Plan. This was 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 law.

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 are in compliance, 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 matter 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. Incomplete Fixed Assets Register**

Annex 2 to the financial statements reflects summary of fixed assets register valued at Kshs.175,229,900. However, review of the assets summary for the year revealed that buildings and structures, motor vehicles, office equipment and tools and apparatus had historical cost balance brought forward of Kshs.71,254,900, Kshs.1,300,000, Kshs.12,9000,000 and Kshs.200,000 respectively. There was no valuation report to support the values of the said assets. Further, there was no detailed assets register for audit review.

In the circumstances, the ownership and fair value of assets of the fixed assets could not be confirmed.

### **2. Internal Control Weaknesses in the Procurement of Goods and Services**

During the year under review, the School Management prepared and implemented a budget and a procurement plan by procuring goods and services amounting to Kshs.49,958,678 as reflected in the statement of payments and receipts. However, an audit review revealed that the budget and the procurement plan were not approved by the Board of Management.

Further, it was observed that relevant regulations and procedures relating to requisition, award, procurement, receiving, payment and taking charge of the goods and services were not followed. As a result, very critical procurement documents such as professional opinions, contracts or framework agreements, inspection and acceptance certificates, S11's and S13's and Electronic Tax Register (ETR) receipts were not provided for audit review. In addition, the school did not have a functional procurement unit as required Public Procurement and Assets Disposal Act, 2015.

In the circumstances, effectiveness of internal controls relating to the procurement process during the year under review could not be confirmed. In addition, it was not possible to establish if there was value for money procurement of goods and services.

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 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 continue as a going concern, disclosing, as applicable, matters related to going concern and using the 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.

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 of 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

05 June, 2025

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 6. Statement of Receipts and Payments for the Year Ended 30<sup>th</sup> June 2024

Description Of Vote Head	Note	2023/2024	2022/2023
		Kshs	Kshs
<b>Receipts</b>			
Government grants for tuition	1.	1,857,787.80	2,139,778.00
Government grants for operations	2.	6,110,035.55	6,937,434.00
Government Grants for infrastructure	3.	2,940,900.00	2,386,000.00
School fund income- parents' contributions	4.	35,290,230.50	42,976,562.00
Miscellaneous incomes	5.	2,841,221.00	610,120.00
<b>Total Receipts</b>		<b>49,040,175.85</b>	<b>55,049,893.00</b>
<b>Payments</b>			
Tuition	6.	619,400.00	4,335,646.00
Operations	7.	8,447,546.00	5,242,439.00
Infrastructure	8.	3,310.00	2,166,780.00
Boarding and school fund	9.	40,888,422.56	46,893,872.00
<b>Total Payments</b>		<b>49,958,678.56</b>	<b>58,638,737.00</b>
<b>Surplus/Deficit</b>		<b>( 918,502.71)</b>	<b>(3,588,844.00)</b>

The school financial statements were approved on 17 / 9/ 2024 and signed by:

Sign  .....

Name: Fidelis Kavita

Chair BOM

Date: 17 / 9/ 2024

Sign  .....

Name: Patrick Wambua  
School Principal/ Secretary to  
BOM

Date: 17 / 9/ 2024

Sign  .....

Name: Dorcus Mbithi  
Bursar/ Finance Officer

Date: 17 / 9/ 2024

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 7. Statement of Assets and Liabilities as At 30<sup>th</sup> June 2024

Description	Note	2023/2024	2022/2023
		Kshs	Kshs
<b>Financial Assets</b>			
<b>Cash and cash equivalents</b>			
Bank balances	10	4,439,350.79	3,970,086.00
Cash balances	11	280.00	1,072.00
Short term investments	12		
<b>Total cash and cash equivalent</b>		<b>4,439,630.79</b>	<b>3,971,158.00</b>
Account's receivables	13	32,436,815.00	32,283,244.00
<b>Total financial assets (a)</b>		<b>36,876,445.79</b>	<b>36,254,401.00</b>
<b>Financial liabilities</b>			
Accounts payables	14	(15,042,810.50)	(13,502,263.00)
<b>Total Financial Liabilities (b)</b>		<b>(15,042,810.50)</b>	<b>(13,502,263.00)</b>
<b>Net financial assets (a-b)</b>		<b>21,833,635.29</b>	<b>22,752,138.00</b>
<b>Represented by</b>			
Accumulated fund b/fwd	15	22,752,138.00	26,340,982.00
Surplus/deficit for the year		( 918,502.71)	(3,588,844.00)
<b>Net Assets</b>		<b>21,833,635.29</b>	<b>22,752,138.00</b>

The school's financial statements were approved on 17 / 9/ 2024 and signed by:

Sign.....

Name: Fidelis Kavita

Chair BOM

Date: 17 / 9/ 2024

Sign.....

Name: Patrick Wambua  
School Principal/ Secretary to  
BOM

Date: 17 / 9/ 2024

Sign.....

Name: Dorcus Mbithi  
Bursar/ Finance Officer

Date: 17 / 9/ 2024

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 8. Statement of Cash Flows for the Year Ended 30<sup>th</sup> June 2024

Description	Note	2023-2024	2022-2023
		Kshs	Kshs
<b>Cash from Operating Activities</b>			
<b>Receipts</b>			
Government grants for tuition	1	1,857,787.80	2,139,778.00
Government grants for operations	2	6,110,035.55	6,937,434.00
Government grants for infrastructure	3	2,940,900.00	2,386,000.00
School fund income- parents contributions/ fees	4	34,675,355.00	42,976,561.00
Other income	5	2,841,221.00	610,120.00
<b>Total receipts</b>		<b>48,425,299.35</b>	<b>55,049,893.00</b>
<b>Payments</b>			
Cash outflows for tuition	6	1,563,775.00	4,335,646.00
Cash outflows for operations & Infrastructure	7	8,550,856.00	7,409,219.00
Cash outflows Boarding / lunch and school fund payments	9	37,842,196.06	46,893,872.00
<b>Total payments</b>		<b>47,956,827.06</b>	<b>58,638,737.00</b>
<b>Net cash inflow/outflow from operating activities</b>		<b>468,472.29</b>	<b>(3,588,844.00)</b>
<b>Cash flow from investing activities</b>			
Acquisition of assets		-	
Proceeds from sale of Assets		-	
Proceeds from investments		-	
Purchase of investments		-	
<b>Net cash inflow/outflows from investing activities</b>		<b>-</b>	
<b>Cash flow from Financing activities</b>			
Proceeds from borrowings/ loans	18	-	
Repayment of principal borrowings		-	
<b>Net cash inflow/outflow from financing activities</b>			
<b>Net increase / decrease in cash and cash equivalents</b>		<b>468,472.29</b>	<b>(3,588,844.00)</b>
Cash and cash equivalent at beginning of the FY		3,971,158.00	7,560,002.00
Cash and cash equivalent at end of the FY		4,439,630.29	3,971,158.00

The school's financial statements were approved on 17 / 9/ 2024 and signed by:

Sign.....

Name: Fidelis Kavita

Chair BOM

Date: 17 / 9/ 2024

Sign.....

Name: Patrick Wambua  
School Principal/ Secretary to  
BOM

Date: 17 / 9/ 2024

Sign.....

Name: Dorcus Mbithi  
Bursar/ Finance Officer

Date: 17 / 9/ 2024

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 9. Statement Of Budgeted Versus Actual Amounts for the Year Ended 30<sup>th</sup> June 2024

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
<b>Receipts</b>					
<b>(1) Capitation Grant on Tuition</b>					
Teaching / Learning Materials	3,226,104.00	-	3,226,104.00	1,857,787.80	58 %
<b>(2) Capitation Grant on Operations</b>					
othervoteheads	7,317,900.00	-	7,317,900.00	4,899,228.38	67 %
Repairs And Maintenance	3,892,500.00	-	3,892,500.00	2,940,900.00	72 %
Medical	1,557,000.00	-	1,557,000.00	783,075.00	50 %
Activity	1,167,750.00	-	1,167,750.00	575,732.17	49 %
<b>3) FDSE for infrastructure</b>	3,892,500.00		3,892,500.00	-	0 %
<b>(4) Fees Charged on Parents</b>					
Repairs And Maintenance	1,575,865.00	-	1,575,865.00	1,856,905.00	118 %
Activity	196,385.00	-	196,385.00	234,284.00	119 %
othervoteheads	10,164,255.00	-	10,164,255.00	11,935,692.50	117 %
Fee On Boarding Equipment and Stores	20,001,830.00	-	20,001,830.00	20,802,044.00	104 %
<b>5) Miscellaneous Income</b>					
Annual general meeting	-	-	786,000.00	786,000.00	100 %
Rent income	264,000.00	-	264,000.00	139,000.00	53 %
Kese examination	-	-	59,800.00	59,800.00	100 %
Insurance Compensation	-	-	118,750.00	118,750.00	100 %
Tender income	-	-	21,000.00	21,000.00	100 %
Income From Bus Hire	500,000.00	-	500,000.00	690,000.00	138 %
Catholic hymnal books	-	-	106,605.00	106,605.00	100 %
Lost textbooks paid			8,240.00	8,240.00	100 %
Students identity cards	-	-	56,000.00	56,000.00	100 %
bursaries	-	-	855,826.00	855,826.00	100 %
<b>Total Income</b>	<b>53,756,089.00</b>		<b>53,756,089.00</b>	<b>48,578,869.00</b>	<b>90 %</b>
<b>(6) Expenditure For Tuition</b>					
Teaching / Learning Materials	3,226,104.00	-	3,226,104.00	615,625.00	19 %
Bank Charges	-	-	3,775.00	3,775.00	100 %
<b>(7) Expenditure For Operations</b>					
othervoteheads	7,317,900.00	-	7,317,900.00	8,299,436.00	113 %

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> 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
Repairs, Maintenance & Improvements	3,892,500.00	-	3,892,500.00	4,200.00	0 %
Medical	1,557,000.00	-	1,557,000.00	83,910.00	5 %
Activity Expenses	1,167,750.00	-	1,167,750.00	60,000.00	5 %
<b>(8) Expenditure For infrastructure</b>					
Water tower & water distribution	3,718,365.00	-	3,718,365.00	0.00	0 %
Solarisation of the borehole	1,750,000.00	-	1,750,000.00	0.00	0 %
Bank charges	-	-	3,310.00	3,310.00	100 %
<b>(9) Expenditure For school fund/lunch/boarding</b>					
Repairs, Maintenance and Improvements	1,575,865.00	-	1,575,865.00	3,877,509.00	246 %
Othervoteheads	10,164,255.00	-	10,164,255.00	13,262,340.00	135 %
School Bus Expenditure	500,000.00	-	500,000.00	409,750.00	82%
Boarding Equipment and Stores	20,001,830.00	-	20,001,830.00	21,110,415.50	105 %
Expenditure For Income Generating Activity	196,385.00	-	196,385.00	534,225.00	272 %
Insurance Costs	-	-	52,680.00	52,680.00	100 %
KCSE Examination	-	-	59,800.00	59,800.00	100 %
Catholic Hymnal Books	-	-	94,000.00	94,000.00	100 %
Bursaries	-	-	855,826.00	855,826.00	100 %
Tender Expenses	-	-	22,000.00	22,000.00	100 %
Students Identity Cards	-	-	53,400.00	53,400.00	100 %
Fees Refund	-	-	86,600.00	86,600.00	100 %
Rent Expenditure	264,000.00	-	264,000.00	-	0 %
<b>Totals</b>	<b>55,331,954.00</b>	<b>-</b>	<b>55,331,954.00</b>	<b>49,357,448.00</b>	<b>90 %</b>

# ***ST MARTIN KATHONZWENI SCHOOL***

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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## **9. 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.

# ***ST MARTIN KATHONZWENI SCHOOL***

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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## **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 30<sup>th</sup> June 2024.

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 10. Notes to the Financial Statements

### 1 Government Grants for Tuition

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Teaching / Learning Materials	1,857,787.80	2,139,778.00
<b>Total</b>	<b>1,857,787.80</b>	<b>2,139,778.00</b>

### 2 Government Grants for Operations

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Repairs and Maintenance		727,000.00
Medical	783,075.00	159,000.00
Activity	575,732.17	436,950.00
Other Vote Heads (specify)*	4,751,228.38	5,614,484.00
<b>Total</b>	<b>6,110,035.55</b>	<b>6,937,434.00</b>

### 3 Government Grants for infrastructure

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Maintenance & Improvement	2,940,900.00	2,386,000.00
<b>Total</b>	<b>2,940,900.00</b>	<b>2,386,000.00</b>

### 4 School Fund Income - Parents Contribution/Fees

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Repairs and Maintenance	1,856,905.00	1,944,234.00
Kcse Examination		45,000.00
Activity	234,284.00	330,236.00
Fee on Boarding Equipment and stores	21,263,349.00	26,656,526.00
Other Voteheads	11,935,692.50	13,938,477.00
Catholic Hymnal Books		5,266.00
Students ID Cards		56,823.00
<b>Total</b>	<b>35,290,230.50</b>	<b>42,976,562.00</b>

# **ST MARTIN KATHONZWENI SCHOOL**

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## **5 Miscellaneous Incomes**

<b>Description</b>	<b>2023 / 2024</b>	<b>2022/2023</b>
	<b>Kshs</b>	<b>Kshs</b>
Rent Income	139,000.00	139,320.00
Insurance Compensation	118,750.00	
Annual General Meeting	786,000.00	
KCSE Examination	59,800.00	
Income From Bus Hire	690,000.00	399,400.00
Lost Text Books Paid	8,240.00	
Tenders	21,000.00	47,000.00
Catholic Hymnal Books	106,605.00	
Students Identity Cards	56,000.00	
Bursaries	855,826.00	
Plate and Mugs		24,400.00
<b>Total</b>	<b>2,841,221.00</b>	<b>610,120.00</b>

## **6 Tuition**

<b>Description</b>	<b>2023 / 2024</b>	<b>2022/2023</b>
	<b>Kshs</b>	<b>Kshs</b>
Teaching / Learning Materials	615,625.00	4,334,221.00
Bank Charges	3,775.00	1,425.00
<b>Total</b>	<b>619,400.00</b>	<b>4,335,646.00</b>

## **7 Operations**

<b>Description</b>	<b>2023 / 2024</b>	<b>2022/2023</b>
	<b>Kshs</b>	<b>Kshs</b>
Repairs and Maintenance & Improvements	4,200.00	
Other Voteheads	8,299,436.00	4,254,979.00
Medical Insurance Cost	83,910.00	485,980.00
Activity Expenses	60,000.00	501,480.00
<b>Total</b>	<b>8,447,546.00</b>	<b>5,242,439.00</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 8 Infrastructure

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Construction of dormitory	-	2,165,715.00
Bank Charges	3,310.00	1,065.00
<b>Total</b>	<b>3,310.00</b>	<b>2,166,780.00</b>

## 9 Boarding and School Fund

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Other Voteheads	13,723,647.06	18,738,353.00
Repairs and Maintenance & Improvements	3,877,509.00	2,286,540.00
Activity	534,225.00	771,174.00
Tender Expense	22,000.00	36,000.00
School Identity Cards	53,400.00	80,600.00
School Bus	409,750.00	299,778.00
Plate and Mug		66,000.00
Tale		645,000.00
Fee On Boarding Equipment and Stores	21,118,985.50	23,687,394.00
Medical and Insurance Cost	52,680.00	198,550.00
KCSE Exam	59,800.00	54,200.00
Catholic hymnal books	94,000.00	
Bursary	855,826.00	
Fees refund	86,600.00	30,283.00
<b>Total</b>	<b>40,888,422.56</b>	<b>46,893,872.00</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 10 Bank Accounts

Account Name & Currency	Status	Bank Account Number	2023/2024	2022/2023
	Active/Dormant		Kshs	Kshs
Tuition Account	Active	1105227979	659,299.15	365,286.00
Operations Account	Active	1105235947	1,922,570.60	1,419,044.00
School Fund Account/Boarding	Active	1105172597	595,520.09	770,962.00
Savings Account	Active	1109089511	570,889.25	676,137.00
CDF Account	Dormant	0670294067810	53,209.25	53,209.00
Tale	Active	0670280311806	5,518.45	49,793.00
Infrastructural Account	Active	1265333548	632,344.00	635,654.00
<b>Total</b>			<b>4,439,350.79</b>	<b>3,970,086.00</b>

## 11 Cash In Hand

Description	2023 / 2024	2022/2023
	Kshs	Kshs
Notes and Coins	280.00	1,072.00
<b>Total</b>	<b>280.00</b>	<b>1,072.00</b>

## 12 Short Term Investments

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

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 13 a) Accounts Receivable

Description	2023-2024	2022 / 2023
	Kshs	Kshs
Fees Arrears	32,436,815.00	32,283,244.00
<b>Other Non-Fees Receivables</b>		
Salary Advances (list/schedule attached)		
Imprest (list/schedule attached)		
Rent arrears (list/schedule attached)		
<b>Total</b>	<b>32,436,815.00</b>	<b>32,283,244.00</b>

## 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	3,751,785.00	12 %	1,576,189.00	5 %
Between 1- 2 years	153,571.00	0 %	2,500,885.00	8 %
Between 2-3 years	1,399,418.00	4 %	1,074,038.00	3 %
Over 3 years	27,132,132.00	87 %	27,132,132.00	84 %
<b>Total (should tie to note 13 a)</b>	<b>32,436,906.00</b>	<b>100 %</b>	<b>32,283,244.00</b>	<b>100 %</b>

## 14 a) Accounts Payable

Description	2023-2024	2022/2023
	Kshs	Kshs
Trade Creditors (See Ageing Below and Appendix 1)	14,372,022.00	13,040,958.00
Prepaid Fees	670,788.50	461,305.00
Retention Monies		
Unpaid salaries and statutory deductions		
Caution money		
Other payables ( <i>specify</i> )		
<b>Total</b>	<b>15,042,810.50</b>	<b>13,502,263.00</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 14b. 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	4,814,874.00	33.5 %	7,974,230.00	59 %
Between 1- 2 years	9,456,948.00	65.8 %	5,528,033.00	41 %
Between 2-3 years	100,200.00	0.7 %		
Over 3 years		%		
<b>Total (should tie to note 14)</b>	<b>14,372,022.00</b>	<b>100 %</b>	<b>13,502,263.00</b>	<b>100 %</b>

## 15 Fund Balance Brought Forward

Description	2023-2024	2022/2023
	Kshs	Kshs
Bank Balances	3,970,086.00	7,555,479.00
Cash Balances	1,072.00	4,523.00
Short Term Investments	-	-
Receivables	32,283,244.00	30,707,055.00
Payables	(13,502,263.00)	( 11,926,074.00)
<b>Total</b>	<b>22,752,138.00</b>	<b>26,340,982.00</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 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)	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

### 17 Biological assets

Description	Numbers	2023-2024	2022/2023
		Kshs	Kshs
Cattle		290,000.00	80,000.00
Goats		-	-
Trees		-	-
Coffee or Tea Plantation		-	-
Poultry		-	-
Others (specify)		-	-
<b>Total</b>		<b>290,000.00</b>	<b>80,000.00</b>

### 18 Borrowings

Description	Kshs	Kshs
Borrowings at beginning of the year	-	-
Borrowings during the year	-	-
Repayments during the year	-	-
<b>Balance at the end of the year</b>	<b>-</b>	<b>-</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## Other important disclosure notes

### 19 Stock/ Inventory

Description	2023-2024	2022/2023
	Kshs	Kshs
Food stuffs	924,130.00	2,028,980.00
Lab consumables		
Farm produce		
Medication		
Construction Materials		3,200.00
Stationaries	651,870.00	0.00
<b>TOTAL</b>	<b>1,576,000.00</b>	<b>2,032,180.00</b>

## LIST OF INVENTORY

FOOD STUFF				
s/no	item	quantity	Unit price	total
1	Dry Maize	1588kgs	50	79,400.00
2	Dry beans	2487kgs	150	373,050.00
3	Rice	854kgs	200	170,800.00
4	Sugar	348kgs	150	52,200.00
5	Dola	179 pkts @2kgs	120	21,480.00
6	Greengrams	570kgs	200	114,000.00
7	Wheat flour –white	4pkts @2kgs	150	600.00
8	Wheat flour –brown	2pkst @ 2kgs	160	320.00
9	Salt	191kgs	50	9,550.00
10	Blue band	5pcs @500gms	300	1,500.00
11	Cocoa	36pcs @200gms	350	12,600.00
12	Muthokoi	848kgs	95	80,560.00
13	Tea leaves	12pkst @500gms	50	600.00
14	Cooking oil	Nil		
15	Coffee nescafe	11pcs @50gms	250	2,750.00
16	Tissue paper	12 pcs	50	600.00
17	Saviettes	7 pkts	100	700.00
18	OMO	19 pkts	180	3,420.00
	<b>Sub Total</b>			<b>924,130.00</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

STATIONARIES				
1	Witeout	51pcs	100	5,100.00
2	Ballpen	1380pcs	20	27,600.00
3	Spring files	277pcs	100	27,700.00
4	Mark pen	109 pcs	80	8,720.00
5	Staples	44 pkts	400	17,600.00
6	Dusters	63pcs	50	3,150.00
7	Manila papers	614pcs	80	49,120.00
8	Ruled papers	157rms	900	141,300.00
9	White chalk	98 pkts	130	12,740.00
10	Counter boo q3	77pcs	250	19,250.00
11	Counter books q2	66 pcs	250	16,500.00
12	Whiteboard marker	40pcs	100	4,000.00
13	Office glue	12 l	200	2,400.00
14	Box file	6pcs	150	900.00
15	Graph books	18 pcs	350	6,300.00
16	Mark books	48pcs	250	12,000.00
17	Elimu lesson book	82pcs	250	20,500.00
18	pencils	37 pcs	20	740.00
19	Graph papers	22rms	800	17,600.00
20	Stapler	1 pc	450	450.00
21	Toner 26a	Nil		
22	Tonner 106a	4pcs	6500	26,000.00
23	Tonner 85 a	7pcs	6500	45,500.00
24	Ink rogda	15pcs	8000	12,000.00
25	Masking tape	29pcs	200	5,800.00
26	Toner ink 410	8 pcs	10000	80,000.00
27	Tonner 17a	1 pc	6500	6,500.00
28	Spiral notebooks	88 pcs	80	7,040.00
29	Exercise books	628 pcs	120	75,360.00
	<b>SUB TOTAL</b>			<b>651,870.00</b>
	<b>GRANT TOTAL</b>			<b>1,576,000.00</b>

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 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.	Sundry Creditors as at 31 <sup>st</sup> December 2020 - Creditors – 8,437,230.00 - Prepaid fees – 657,346.00	To pay the outstanding trade creditors Prepaid fees was receipted as income in the year 2021	Resolved	June 2025
2	Sundry Debtors as at 31 <sup>st</sup> December 2020 -27,218,210.00	To recover the outstanding fees arrears	Resolved	Continuous
3	Income & Expenditure	To operate within the budgetary allocations	Resolved	Continuous

Sign.....

Name.Patrick Wambua

School Principal

Date: 17 / 9/ 2024

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## 21 Annexes

### Annex I - Analysis of Pending Accounts Payable

Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance FY 2023/2024	Outstanding Balance Comparative FY 2022/2023	Comments
	A	b	C	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>Construction Of Buildings</b>						
1. Maridadi glass and hardware	5,817,130.00	2021-2024	0.00	5,817,130.00	3,557,358.00	
<b>Sub-Total</b>				<b>5,817,130.00</b>	<b>3,557,358.00</b>	
<b>Supply Of Goods</b>						
2. Danstar Enterprises	641,500.00	2022/2023	0.00	641,500.00	641,500.00	
3. Jossnad General Merchants		2023-2024		293,500.00	11,400.00	
4. Tesra General Supplies	1,040,260.00	2022/2023	500,000.00	540,260.00	1,040,260.00	
5. Exclusive Fashion & General Supplies		2023-2024		656,000.00	0.00	
6. DPL Festive	1269853.00	2023-2024		1,269,853.00	785,201.00	
7. Galana Energies	85,531.00	2023/2024	0.00	85,531.00	0.00	
8. Kenafric Bakery Limited		2023-2024		461,755.00	0.00	
9. Jaybee Investments	45,200.00	2020	0.00	45,200.00	45,200.00	
10. Book Flyer Precise Publishers	269,050.00	2022	0.00	269,050.00	269,050.00	
11. Top Grade Promotions	45,000.00	2022	0.00	45,000.00	45,000.00	
12. Jokim Investments	84,285.00	2023-2024	0.00	84,285.00	284,285.00	
13. Jasho Office Solutions	406,500.00		100,000.00	306,500.00	406,500.00	
14. Tap Education Consultancy Limited	15,000.00	2023/2024	0.00	15,000.00	0.00	
15. Mosheni Technologies	543,500.00	2021-2024		543,500.00	522,500.00	
16. East Kenya Supplies		2021-2024		1,885,685.00	2,741,585.00	
17. Patrima Supplies	537,435.00	2022-2023	40,000.00	497,435.00	537,435.00	
18. Lexa Chemicals And Equipment		2022-2024		774,838.00	863,313.00	
19. Bwogo Tech	85,000.00	2023/2024	0.00	85,000.00	0.00	

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance FY 2023/2024	Outstanding Balance Comparative FY 2022/2023	Comments
20. Thomwe Office	55,000.00	2018	0.00	55,000.00	55,000.00	
21. Andu Mbee General Store	42,000.00	2023	0.00	0.00	42,000.00	
22. Tiju Farm (Titus Kioko Maingi)	16,720.00	2023	0.00	0.00	16,720.00	
23. Nzag Enterprises	82,570.00	2023	0.00	0.00	82,570.00	
24. Motech Computers	153,500.00	2022/2023	50,000.00	0.00	103,500.00	
25. Sanaa Busmix	65,200.00	2023	0.00	0.00	65,200.00	
26. Mukuyuni Filling Station	85,217.00	2023	0.00	0.00	85,217.00	
27. Kathonzweni Dairy Farmers Cooperative Society Ltd	60,120.00	2023	0.00	0.00	60,120.00	
28. Eunik General Supplies	627,300.00	2023	0.00	0.00	627,300.00	
<b>Supply of Services</b>						
29. Captain Garage	45,400.00	2023	0.00	0.00	45,400.00	
30. Wellington Kioko Samuel	100,000.00		100,000.00	0.00	100,000.00	
<b>Sub Total</b>					145,400.00	
				<b>14,372,022.00</b>	<b>13,040,958.00</b>	
31. Prepaid Fees				670,789.00	461,305.00	
<b>Grand Total</b>				<b>15,042,811.00</b>	<b>13,502,263.00</b>	

# ST MARTIN KATHONZWENI SCHOOL

Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

## Annex 2 – Summary of Fixed Assets Register

Asset Class	Historical Cost b/f (Kshs) 1 <sup>st</sup> July 2023	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30 <sup>th</sup> June 2024
Land	83,160,000.00	-	-	83,160,000.00
Buildings And Structures	71,254,900.00	-	-	70,254,900.00
Motor Vehicles	1,300,000.00	-	-	1,200,000.00
Office Equipment, Furniture and Fittings	12,900,000.00	-	-	12,000,000.00
Textbooks	200,000.00	-	-	200,000.00
ICT Equipment	7,825,000.00	-	-	7,825,000.00
Tools And Apparatus	200,000.00	-	-	190,000.00
Other Machinery and Equipment	200,000.00	-	-	200,000.00
Intangible Assets- Soft Ware	200,000.00	-	-	200,000.00
<b>Total</b>	<b>177,239,900.00</b>	<b>-</b>	<b>-</b>	<b>175,229,900.00</b>