

REPUBLIC OF KENYA



Enhancing Accountability



REPORT

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 20 NOV 2024	DAY: Wednesday
TABLED BY:	Hon. Naomi Wago
OF	Deputy Majority Whip
CLEAR AT THE-TABLE:	Irene Nduku

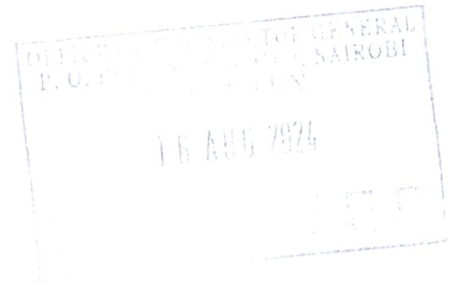
THE AUDITOR-GENERAL

ON

**ST. CATHERINE OF SIENA MUGUNDA
GIRLS HIGH SCHOOL**

**FOR THE YEAR ENDED
30 JUNE, 2022**

NYERI COUNTY



ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE PERIOD ENDED
30TH JUNE 2022**

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

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
Reports and Financial Statements For the period ended 30th June 2022

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I. 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 Nyeri County, Kiini West Sub-County

The school was registered in 18/5/2018 under registration number 19 S 0030 0112 and is currently categorized as a County public school established, owned or operated by the Government.

The school is a boarding school and had 448 number of students as at 30th June 2022. It has 8 streams and 20 teachers of which 2 teachers are employed by the School Board of Management.

(a) 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:

No.	Name	Position	Date of Appointment
1	Mr. Peter King'ori	Chairman	2022
2	Mrs. Carolyn Kariuki	Secretary - Principal	2022
3	Mr. Paul Kiiru	Member	2022
4	Mrs. Veronica Maina	Member	2022
5	Mr. Joseph Mutungu	Member	2022
6	Mrs. Hellen Karimi	Member	2022
7	Mrs. Loise Gachiengo	Member	2022
8	Pro. Ndungu Wamathai	Member – Rep CEB	2022
9	Mr. Joseph Mathaga	Member Rep Teachers	2022
10	Fr. Paul Muiga	3 Members - Sponsor	2022
11	Ms Agnes Gichogo.	Member - Community	2022
12	Mrs. Josephine Muteru	Member Special Needs	2022
13	Mr. Alex Gikandi	Member	2022
14	Sandra Muturi	Rep Students	2022

The function of the School Board of Management include:

- 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, 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.

(b) Committees of the Board

	Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Peter Kingori Veronica Maina Daniel Waituru Carolyne Karioki		
2	Audit Committee	Loise Gachiengo Paul Kiiru Carolyne Karioki		
3	Finance, procurement and general purposes Committee	Veronica Maina Agnes Gichogo Carolyne Karioki		
4	Academic Committee	Peter Kingori Joseph Mathaga Carolyne Karioki		
5	Development Committee	Jessy Makanya Joseph Mathaga Veronica Maina Carolyne Karioki		
6	Discipline and welfare Committee	Josephine Muteru Loise Gachiengo Joseph Mutungu		
7	Adhoc Committee (if any during the year)			

(c) School operation Management

For the financial year ended 30th June 2022 the School day-to-day management was under the following persons:

Ref:	Designation	Name	ISC Number
1	Principal	Mrs. Carolyn Kanoki	304958
2	Deputy Principal	Ms. Rose Thuo	291130
3	School Bursar	Mr. Martin Miano	

(c) Schools contacts

Post Office Box: 153 MUGUNDA
Telephor.e: 0719254103
E-mail: mugundasec@yahoo.com
Website:
Facebook:
Twitter:

(d) School Bankers

The following school operated 5 number of bank accounts in the following banks: (Ensure all accounts including CDF accounts are included)

1. Name of Bank: KCB
Branch: NYERI
Account Number: 110 190 26 20
2. Name of Bank: KCB
Branch : NYERI
Account Number 110 191 44 75
3. Name of Bank KCB
Branch : NYERI
Account Number 110 191 63 11
4. Name of Bank: TAIFA SACCO
Branch : NAIRUTIA
Account Number 118 01 00 538
5. Name of Bank TAIFA SACCO
Branch NAIRUTIA
Account Number 118 01 01 565

(e) Independent Auditors

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

II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL

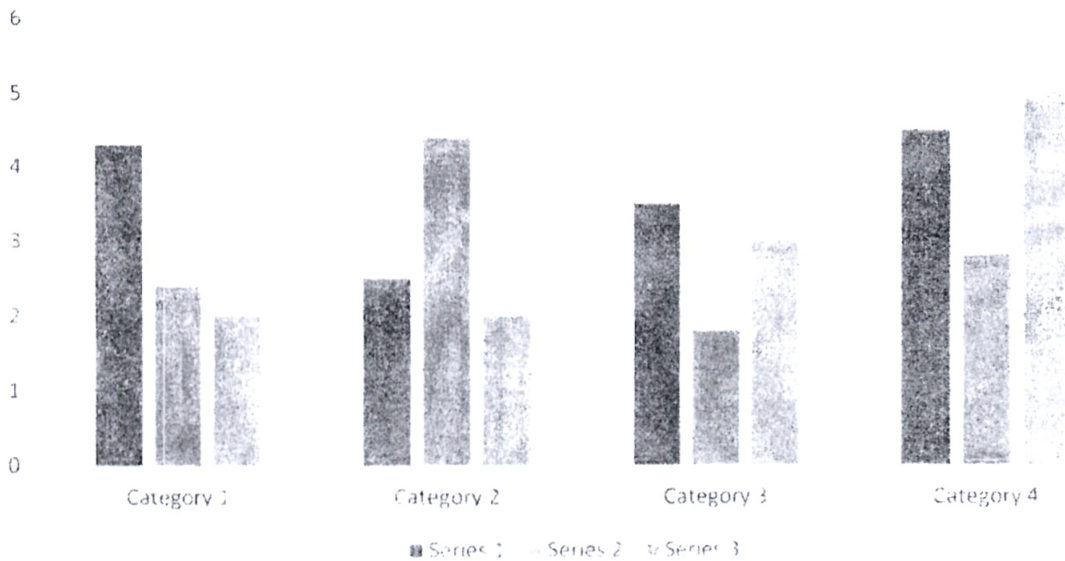
The following is a summary report of the performance of the school against the set performance evaluation criteria:

a) **Financial performance:**

Surplus/ deficit for the year and a comparison of the same for the last two years

<i>SURPLUS/ DEFICIT FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST TWO YEARS</i>			
S/NO	ACCOUNTS	2022 KSHS	2021 KSHS
1	SCHOOL FUND ACCOUNT	(677,222.00)	4,552,705.00
2	OPERATIONS ACCOUNT	(1,017,435.00)	1,658,151.00
3	TUITION ACCOUNT	730,217.00	(22,664.00)
	TOTAL	(964,440.00)	6,210,856.00
	INCREASE/DECREASE	(7,175,296.00)	

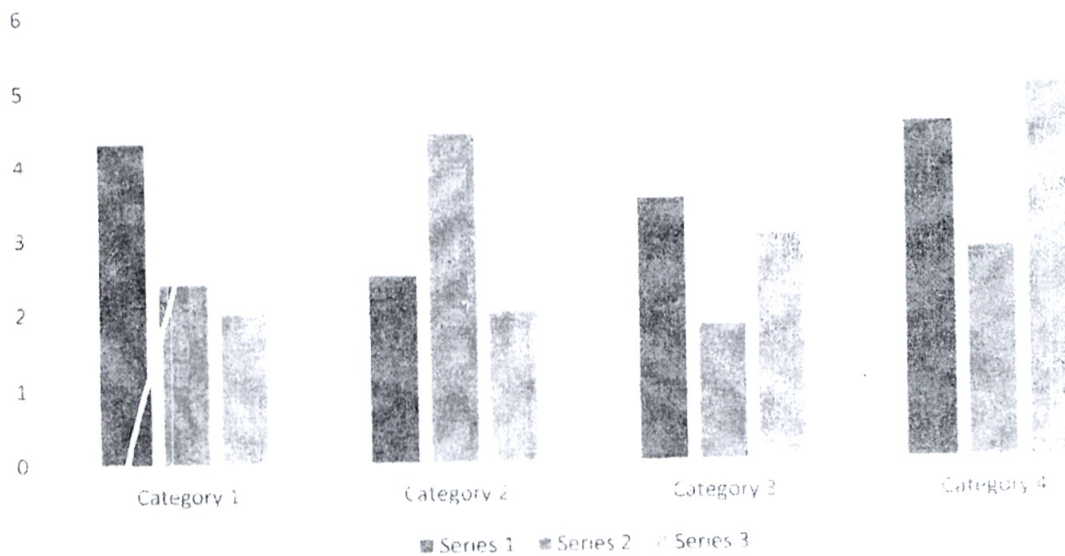
Chart Title



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

CAPITATION GRANTS FROM THE MINISTRY OF EDUCATION FOR THE LAST TWO YEARS			
S/NO	ACCOUNTS	2022 KSHS	2021 KSHS
1	OPERATIONS ACCOUNT	2,546,444.00	2,595,697.00
2	TUITION ACCOUNT	3,064,993.00	550,991.00
	TOTAL	5,611,437.00	3,146,688.00
	INCREASE/DECREASE	2,464,749.00	-
	No. OF STUDENTS	448	467
	CAPITATION PER STUDENT	1:12,525	1:6,738

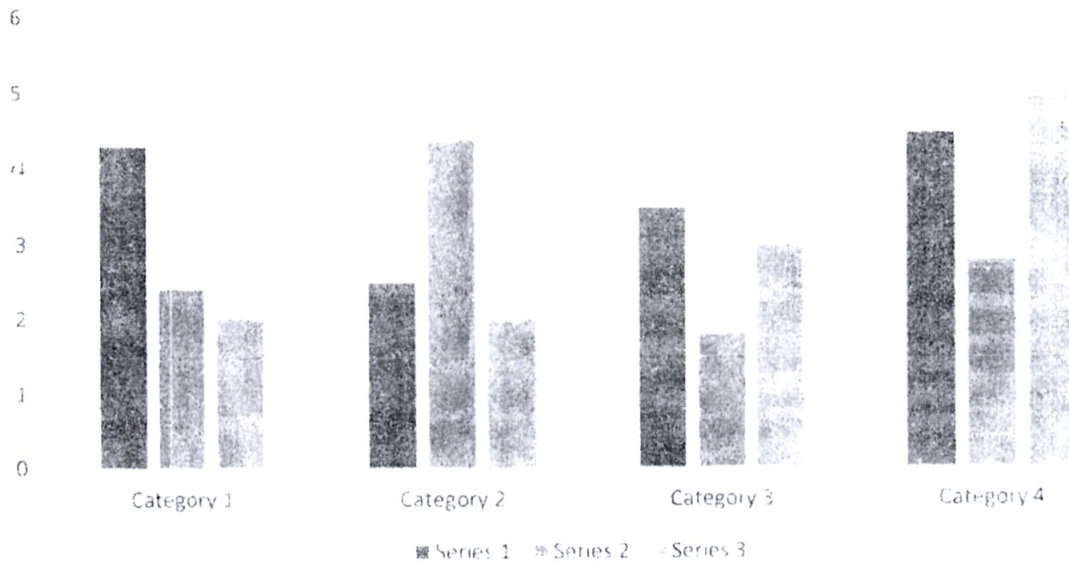
Chart Title



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

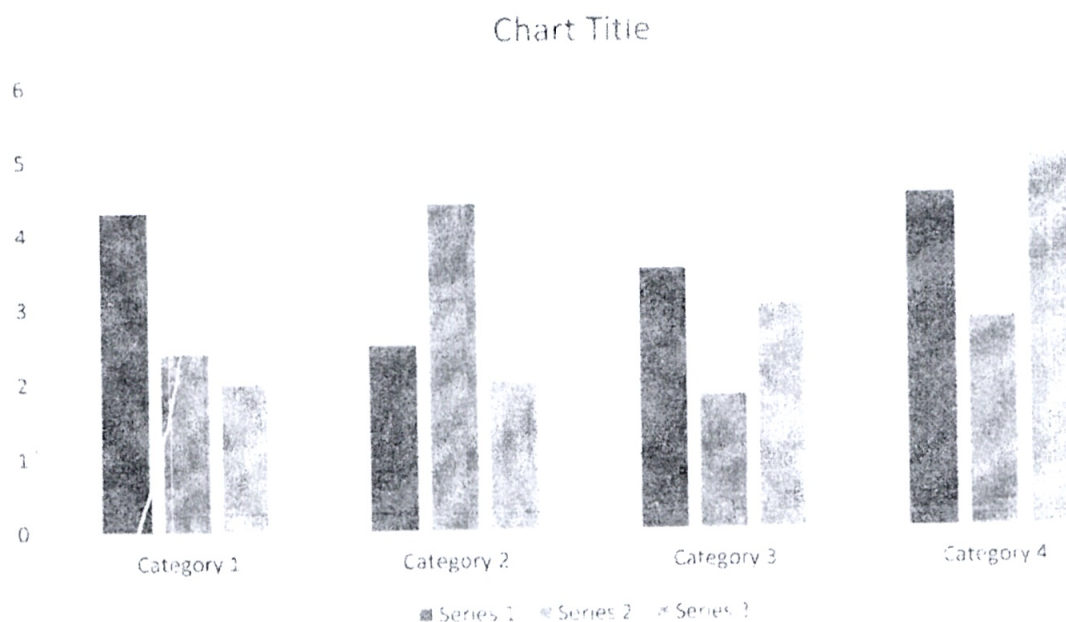
<i>OVERVIEW OF GROWTH IN INCOME OF THE SCHOOL</i>			
S/NO	ACCOUNTS	2022 KSHS	2021 KSHS
1	SCHOOL FUND ACCOUNT	14,109,115.00	11,983,523.00
2	OPERATIONS ACCOUNT	2,546,444.00	2,595,697.00
3	TUITION ACCOUNT	3,064,993.00	550,991.00
	TOTAL	19,720,552.00	15,130,211.00
	INCREASE/DECREASE	4,590,341.00	-

Chart Title



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

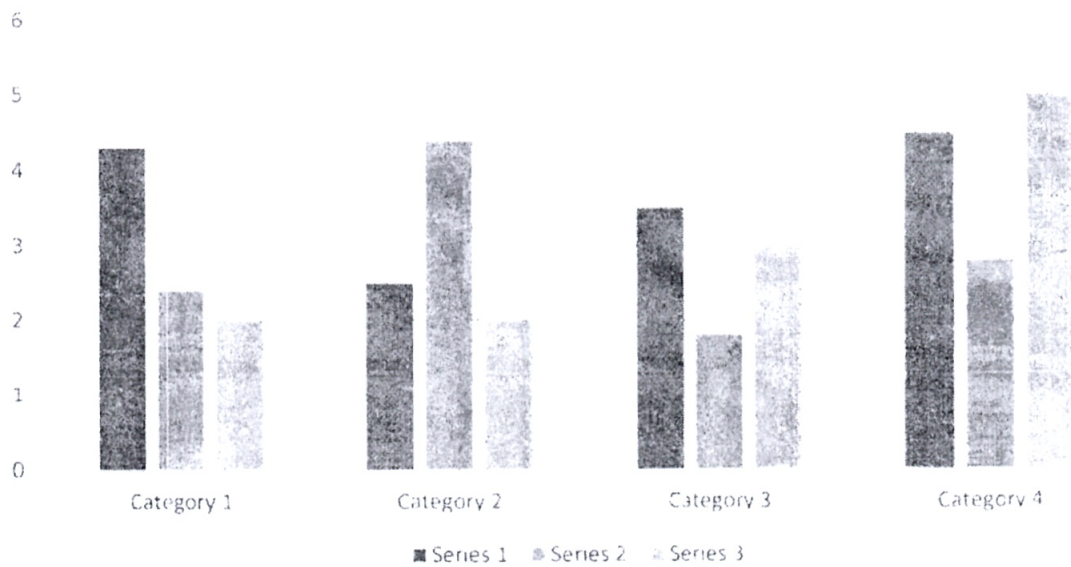
<i>OVERVIEW OF GROWTH IN EXPENDITURE OF THE SCHOOL</i>			
S/NO	ACCOUNTS	2022 KSHS	2021 KSHS
1	SCHOOL FUND ACCOUNT	14,786,337.00	7,430,818.00
2	OPERATIONS ACCOUNT	3,563,879.00	937,546.00
3	TUITION ACCOUNT	2,334,779.00	573,655.00
	TOTAL	20,684,992.00	8,942,019.00
	INCREASE/DECREASE	11,742,973.00	-



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

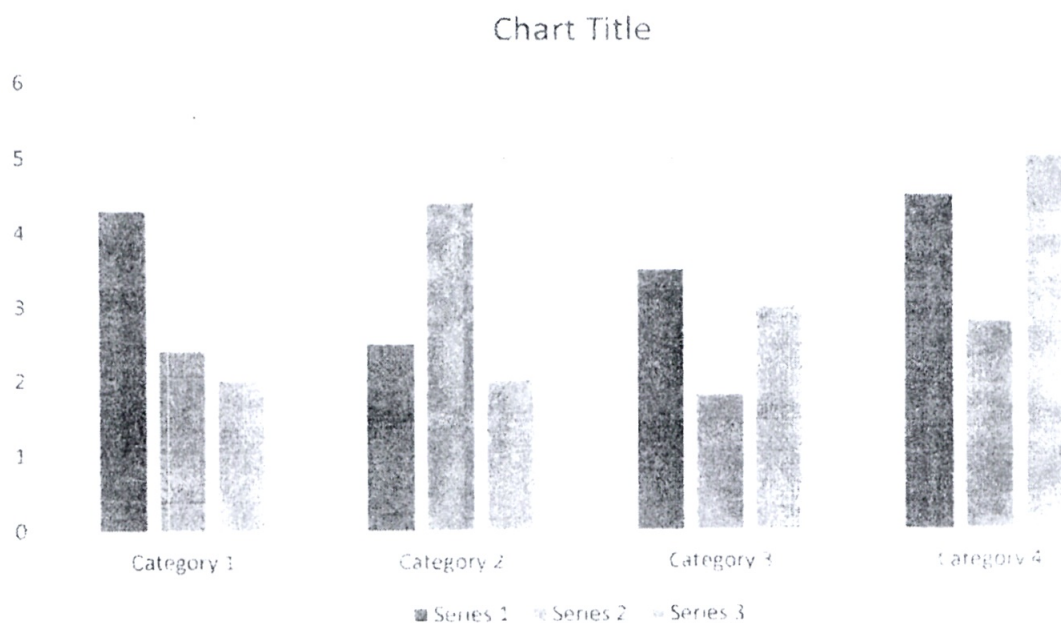
MOVEMENT OF DEBTORS OF THE SCHOOL OVER THE LAST TWO YEARS				
S/NO	ACCOUNTS	2022 KSHS	2021 KSHS	2020 KSHS
1	SCHOOL FUND ACCOUNT	5,651,469.00	5,515,547.00	4,110,173.00
	INCREASE/DECREASE	135,922.00	1,405,374.00	-

Chart Title



Movement of cash and bank balances over the last three years

<i>MOVEMENT OF CASH AND BANK BALANCES</i>				
S/NO	ACCOUNTS	2022	2021 KSHS	2020 KSHS
1	SCHOOL FUND ACCOUNT	4,893,037.00	5,570,259.00	1,014,554.00
2	OPERATIONS ACCOUNT	2,169,382.00	3,186,818.00	1,528,667.00
3	TUITION ACCOUNT	470,025.00	(260,192.00)	237,528.00
	TOTAL	7,532,444.00	8,496,885.00	2,780,749.00
	INCREASE/DECREASE	(964,441.00)	(5,716,136.00)	



b) **Teacher Student ratio:**

- i. **Teacher to student ratio**
1 : 24
- ii. **Number of teachers recruited**
03
- iii. **Number of teachers transferred / retired**
Retire – 01 Transferred – 01 (BOM)
- iv. **Number of teachers per subject**

SUBJECT	No. of Teachers	Shortage	SUBJECT	No. of Teachers	Shortage
English	02	01	History	01	
Kiswahili	02	01	CRE	01	
Mathematics	02		Agriculture	01	
Biology	03		B. Studies	02	
Physics	02		H. Science	01	
Chemistry	01				
Geography	02		TOTAL : 20	SHORTAGE: 02	

c) **Mean score in the 2022 KCSE:**

2020 – 5.125 (C) 2021 - 4.108 (+) 2022 - 4.221 (+)

Number of students transitioned to higher learning

2020 – 7 students 2021 - 2022 - 2 students

d) **Number of Candidates in the 2022 KCSE:**

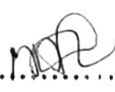
2020 - 64 2021 - 120 2022 - 95

e) **Capacity of the school:**

- i. Number of students in the school vis a vie the facilities
 - Dormitories – 4 vis a vie – 448
1 dorm carries 117 students – Congested
 - Dining Hall – Semi permanent –
Tables – 42 Benches – 84 - Fair but a permanent DH required
 - Kitchen – Medium-sized – Not able to service well – semi-permanent
 - Laboratories- 2 labs verses 448 students – Not enough
 - Toilets – 22 toilets verses 21 students – Fair – More rooms required
 - Water – Enough reservoir tanks. Reliable piped water
 - Computer – 24 verses 448 – Ratio 1: 19 – More needed
 - Library – Not available – Books kept in a small room – Students unable to read from the room.

f) Development projects carried out by the school:

Year	Project	Status	Source of Fund
2021 / 2022	Overall renovation of school Multi-Purpose Hall	Ongoing	School Fund Savings - RMI

 14/8/24

School Principal

III. 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 be keep all proper books and records of accounts of the income, expenditure and assets of the institution.

The Board of Management of *St. Catherine of Siena Mugunda Girls* 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, 2022. and of the school's financial position as at that date.

.....
Name: Mr. Peter Kingori
Designation: Chairman, School Board of Management
Date:


.....
Name: Mrs. Carolyn Kariuki
Designation: School Principal & Secretary to Board of Management
Date: 14/8/24


.....
Name: Mr. Martin Miano
Designation: Bursar/ Finance Officer
Date: 13/8/24

REPUBLIC OF KENYA

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Enhancing Accountability

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P.O Box 30084-00100
NAIROBI

REPORT OF THE AUDITOR-GENERAL ON ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 - NYERI COUNTY

PREAMBLE

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

- A. Report on the 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 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 the 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.

An unmodified opinion does not necessarily mean that an entity has complied with all relevant laws and regulations and that its internal controls, risk management and governance systems are properly designed and were working effectively in the financial year under review.

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. Catherine of Siena Mugunda Girls High School - Nyeri County set out on pages 1 to 16, which comprise of the statement financial assets and liabilities as at 30 June, 2022, and the statement of

*Report of the Auditor-General on St. Catherine of Siena Mugunda Girls High School for the year ended 30 June, 2022
- Nyeri County*

receipts and payments, statement of cash flows, statement of budgeted versus actual amounts and notes to the financial statements 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 effect 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. Catherine of Siena Mugunda Girls High School - Nyeri County as at 30 June, 2022 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 Public Finance Management Act, 2012.

Basis for Qualified Opinion

1. Over Funding of Capitation Grants

The statement of receipts and payments and Notes 1 and Note 2 to the financial statements reflects capitation grants for tuition and capitation grants for operations amount of Kshs.3,064,993 and Kshs.2,546,444 respectively. During the financial year, National Education Management Information System (NEMIS) reported a total number of 1,539 students while the enrolment records provided by the School indicated a total number of 1,009 students, resulting to an unexplained variance of 530 students. As a result of the variances, the School was over funded by an amount of Kshs.530,000.

In the circumstances, the accuracy and completeness of capitation grants for tuition and capitation grants for operations amounting to Kshs.3,064,993 and Kshs.2,546,444 respectively could not be confirmed.

2. Inaccuracies in Capitation Grants

The statement of receipts and payments and Notes 1 and 2 to the financial statements reflects capitation grants for tuition and operations amount of Kshs.3,064,993 and Kshs.2,546,444 respectively. Comparison of bank statements and the financial statements reflects an amount of Kshs.6,935,313 and Kshs.5,611,437, resulting in an unreconciled variance of Kshs.1,323,876 as detailed below;

No.	Details	Financial Statements Amount (Kshs.)	Cashbook and Bank Statement Amount (Kshs.)	Variances (Kshs.)
1	Tuition Grants	3,064,993	1,368,113	1,696,880
2	Operations Grants	2,546,444	5,567,200	(3,020,756)
	Total	5,611,437	6,935,313	(1,323,876)

In the circumstances, the accuracy and completeness of capitation grants for tuition and capitation grants for operations of Kshs.3,064,993 and Kshs.2,546,444 respectively could not be confirmed.

3. Unsupported Cash and Cash Equivalents

The statement of financial assets and liabilities and Note 8 to the financial statements reflects bank balances Kshs.7,241,220. However, review of the cash book confirmed a balance of Kshs.9,464,685 resulting to an unreconciled variance of Kshs.2,233,465 as detailed below:

No.	Bank Account	Balance as per Bank Statement (Kshs.)	Balance as per Cash Book (Kshs.)	Variations (Kshs.)
1	Tuition Account	470,025	262,251	207,774
2	Operations Account	1,878,158	1,130,847	747,311
3	School Fund Account/Boarding	4,893,037	8,071,587	(3,178,550)
	Total	7,241,220	9,464,685	(2,233,465)

In the circumstances, the accuracy and completeness of the bank balance of Kshs.7,241,220 could not be confirmed.

4. Long Outstanding Receivables

The statement of financial assets and financial liabilities and Note 10 to the financial statements reflects accounts receivables balance of Kshs.5,651,469 in respect of fees arrears. However, included in the balance are receivables amounting to Kshs.4,110,173 which had been outstanding for more than two (2) years.

In the circumstances, the accuracy, completeness and recoverability of the receivables balance of Kshs.4,110,173 could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the St. Catherine of Siena Mugunda Girls High School - Nyeri County 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 comparison of budget and actual amounts reflects final receipts budget and actual on a comparable basis of Kshs.15,893,040 and Kshs.10,131,026 respectively,

resulting to an under-funding of Kshs.5,762,014 or 36% of the budget. However, the School spent a balance of Kshs.14,786,337 against actual receipts of Kshs.10,131,026 resulting to an over-utilization of Kshs.4,655,311 or 31 % of actual receipts.

The under-funding and under-utilization of funds 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. There were no key audit matters to report in the year under review.

Other Matter

Unresolved Prior Year Matters

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in use of Public Resources, and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2022

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution and based on the audit procedures performed, except for the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in 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 Prepare School Improvement Plan

During the year under review, Management did not have an approved School Improvement plan, contrary to Paragraph 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 Ministry of Education Operation Manual.

2. Failure to Transfer Infrastructure Funds from Operations Bank Account

The statement of receipts and payments and Note 2 to the financial statements reflects operations grants amount of Kshs.2,546,444 which was received from the Ministry of Education and credited in the operations bank account. Included in the amount is Kshs.1,921,000 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the School's facilities. However, none of the monies were transferred to infrastructure account, leaving a balance of Kshs.1,921,000 as at 30 June, 2022. 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 fifteen (15) days upon receipt of the funds in the operations account.

In the circumstances, Management was in breach of the Ministry of Education Circular.

3. Late Submission of Financial Statements to the Auditor-General

The financial statements for the year 2021/2022 were submitted on 15 February, 2023 to the Auditor-General and not on the statutory date of 30 September, 2022. This is contrary to Section 47(1) of the Public Audit Act, 2015 which requires that financial statements to be submitted to the Auditor-General within three months after the end of the fiscal year to which the accounts relate.

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

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAI) 4000. The Standard requires 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 THE EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015 and based on the audit procedures performed, 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

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs) 2315 and 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 control 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 control, risk management and governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to continue to sustain its services, disclosing, as applicable, matters related to the sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to terminate the School or cease its 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 are in compliance 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

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions of Section 48 of the Public Audit Act, 2015 and submit the audit report in compliance with

Article 229(7) of the Constitution. 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 and weakness 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 addition to the audit of the financial statements, a compliance audit is planned and performed to express a conclusion about whether, 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 accordance with the provisions of Article 229(6) of the Constitution and submit the audit report in compliance with Article 229(7) of the Constitution.

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal control in order to give an assurance on the effectiveness of internal controls, risk management and overall governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Because of its inherent limitations, internal control may not prevent or detect misstatements and instances of noncompliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the School's policies and procedures may deteriorate.

As part of an audit conducted in accordance with ISSAIs, I exercise professional judgement and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management.

- Conclude on the appropriateness of the Management's use of the applicable basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the school to cease to sustain its services.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the School to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

I communicate with Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and where applicable, related safeguards.


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

27 September, 2024

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30th JUNE 2022

2021-2022			
Receipts			
Capitation grants for tuition	1	3,064,993	550,991
Capitation grants for operations	2	2,546,444	2,595,697
School fund income- parents' contributions	3	3,978,089	2,257,819
School fund income- other receipts	4	10,131,026	9,725,704
Proceeds from borrowings			
Total Receipts		19,720,552	15,130,211
Payments			
Payments for tuition	5	2,334,776	373,655
Payments for operations	6	3,563,879	937,546
Boarding and school fund payments	7	14,786,337	7,430,818
Total Payments		20,684,992	8,942,019
Surplus/Deficit		(964,440)	6,188,192

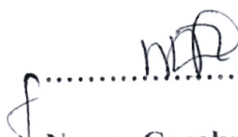
The school financial statements were approved on _____ 2022 and signed by:

.....


Name:
 Peter Kingori

Chair BOM

Date: 14/08/24

.....


Name: Carolyne Karioki
 School Principal/ Secretary to
 BOM

Date: 14/8/24

.....

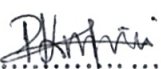

Name: Martin Miano
 Bursar/ Finance Officer

Date: 13/8/024

VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT
 30TH JUNE 2022

Financial Assets			
Cash and cash equivalents			
Bank balances	8	7,241,220	7,960,444
Cash balances	9	291,224	536,441
Short term investment	10		
Total cash and cash equivalent		7,532,444	8,496,885
Account's receivables	10	5,651,469	5,515,547
Total financial assets		13,183,913	14,012,432
Financial liabilities			
Accounts payables	11		
Net financial assets		13,183,913	14,012,432
Represented by			
Accumulated fund b/fwd	12	14,148,353	7,824,240
Surplus/deficit for the year		(964,440)	6,188,192
Net financial position		13,183,913	14,012,432


The school's financial statements were approved on _____ 2022 and signed by:

.....


Name: Peter Kingori

Chair BOM

Date: 14/08/24

.....


Name: Carolyne Karioki
 School Principal/ Secretary to
 BOM

Date: 14/8/24

.....


Name: Martin Miano

Bursar/ Finance Officer

Date: 13/8/24

VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30TH JUNE 2022

	Notes	2021-2022	2020-2021
Operating activities			
Receipts			
Capitation grants for tuition	1	3,064,993	550,991
Capitation grants for operations	2	2,546,444	2,595,697
School fund income- parents contributions/ fees	3	3,978,089	2,257,819
School fund income- other receipts/Infrastructure	4	10,131,026	9,725,704
Total receipts		19,720,552	15,130,211
Payments			
Payments for tuition	5	2,334,776	573,655
Payments for operations	6	3,563,879	937,546
Boarding and school fund payments	7	14,786,337	7,430,818
Total payments		20,684,992	8,942,019
Net cash flow from operating activities		(964,440)	6,188,192
Cashflow from investing activities			
Proceeds from sale of assets			
Acquisition of assets			
Proceeds from investments			
Purchase of investments			
Net cash flows from investing activities			
Cashflow from borrowing activities			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
Net cash flow from financing activities			
Net increase in cash and cash equivalents		(964,440)	6,188,192
Cash and cash equivalent at beginning of the year		8,496,885	2,308,693
Cash and cash equivalent at end of the year		7,532,445	8,496,885

(The above presentation of 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).

T. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
Reports and Financial Statements For the period ended 30th June 2022

VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30TH JUNE 2022

Receipt/expense Item	Original Budget a	Adjustments b	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d	% of Utilization f=d/c
	Kshs	Kshs			Kshs	%
RECEIPTS						
<i>(1)CAPITATION GRANT ON TUITION</i>						
Teaching / learning materials	1,856,512.00	-	1,856,512.00	3,059,451.00	(1,202,939.00)	164%
Chalks/SMASSE	89,600.00	-	89,600.00	5,542.00	84,058.00	6.1%
SUB-TOTALS	1,946,112.00		1,946,112.00	3,064,993	(1,118,881.00)	157%
<i>(2)CAPITATION GRANT ON OPERATIONS</i>						
Repairs and maintenance	2,240,000.00	-	2,240,000.00	245,350.00	1,994,650.00	
Administration costs	4,211,200.00	-	4,211,200.00	2,194,845.00	2,016,355.00	
Other VOTEHEADS	-	-	-	21,400.00	-	
NHIF	-	-	-	35,632.00	-	
NSSF	-	-	-	49,217.00	846,783.00	
Medical Insurance and NHIF	896,000.00	-	896,000.00	2,546,444.00	4,800,756.00	34.7%
SUB-TOTALS	7,347,200.00		7,347,200.00	2,546,444.00		34.7%
<i>(3) FEES CHARGED ON PARENTS</i>						
Personnel emoluments	-	-	-	2,414,015.00	(2,659,708.00)	75.0%
Repairs and maintenance	-	-	-	544,169.00	461,855.00	123.7%
Local transport / travelling	-	-	-	22,150.00	463,831.00	54%
Electricity and water	-	-	-	11,454.00	69,162.00	108.9%
Medical	-	-	-	1,307.00	(317,630.00)	6.51%
Administration costs	-	-	-	846,162.00	(2,046,966.00)	0.5%
Activity	-	-	-	138,832.00	(29,588.00)	82.4%
Total				3,978,089.00	(78,073.00)	1.6%

ST. CATHERINE OF SIENA MUGGONDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

(4) OTHER SCHOOL FUND INCOME							
Fee on Boarding					7,981,832.00		
Equipment and Stores					32,100.00		
Rent income					304,516.00		
Fees arrears					27,730.00		
Farm					-		
Transfer of funds					280.00		
Students IDs					92,080.00		
Uniform					-		
NSSF					7,400.00		
NHIF					12,215.00		
PAYE					1,672,873.00		
Bursary					10,131,026.00		
Total		15,893,040.00			15,893,040.00		5,762,014.00
							63.7%
(1) EXPENDITURE FOR TUITION							
Teaching / learning materials	1,856,512.00		-	1,856,512.00	2,265,015.00		
Chalks					69,761.00		
Administration cost					2,334,776.00		
SUB-TOTALS	1,856,512.00			1,856,512.00	2,334,776.00		(478,264.00)
							126%
(2) EXPENDITURE FOR OPERATIONS							
Repairs and maintenance	2,240,000.00		-	2,240,000.00	1,586,800.00		
Administration costs	4,211,200.00		-	4,211,200.00	1,129,064.00		
Other VOTEHEADS					790,983.00		
Activity					21,400.00		
Medical Insurance and NHIF	896,000.00		-	896,000.00	35,632.00		
NSSF					-		
SUB-TOTALS	7,347,200.00			7,347,200.00	3,563,879.00		3,783,321.00
							48.5%

CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
Reports and Financial Statements For the period ended 30th June 2022

(3) EXPENDITURE FOR SCHOOL FUND						
Personnel emoluments				925,144.00		
Repairs and maintenance & Improvements				1,533,242.00		
Local transport / travelling				240,824.00		
Electricity and water				881,380.00		
Medical Expenses				25,090.00		
Administration costs				727,745.00		
Bursary				1,672,873.00		
Sundry Creditors				71,850.00		
Expenses on Income Generating Activities farm				208,920.00		
Fee on Boarding				8,382,374.00		
Equipment and Stores				35,780.00		
Uniform				46,000.00		
Activity				-		
Transfer to operations				12,215.00		
NSSF				7,400.00		
NHIF				-		
PAYE				15,500.00		
Salary advance				-		
Totals	17,024,700.00			17,024,700.00	14,786,337.00	2,238,363.00
TOTALS						87%

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

- i. Underutilization is as a result of unresumed activities due to covid 19 restrictions
- ii. Overutilization is as a result of student retention even with fees balances as per the directive of the MOE

IX. 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 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 the various sources when the event occurs, and the related cash has actually been received by the *school*. In addition, the *school* recognises all expenses when the event occurs, and the related cash has actually been paid out by the *school*.

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 insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.

Significant Accounting Policies (Continued)

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. This is in recognition of the government practice where the imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. 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 fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.

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 2022.

X. NOTES TO THE FINANCIAL STATEMENTS

1. Capitation grant for tuition

Description	2021-2022	2020-2021
	Kshs	Kshs
Textbooks and reference materials		
Exercise books		
Laboratory equipment		
Internal exams		
Teaching / learning materials	3,059,451.00	545,449.00
Chalks/ SMASSE	5,542.00	5,542.00
Exams and assessment		
Teachers guides		
Total	3,064,993.00	550,991.00

2. Capitation grant for operations

Description	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments		538,550.00
Other voteheads	2,194,845.00	
Repairs and maintenance	245,350.00	644,920.00
Transfer to Operations		407,028.00
Insurance	49,217.00	150,996.00
Medical		56,074.00
Administration costs and other vote heads		736,209.00
Activity		42,055.00
NHIF	21,400.00	5,350.00
NSSF	35,632.00	8,908.00
SMASSE		5,607.00
TOTALS	2,546,444.00	2,595,697.00

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

Notes To The Financial Statements (Continued)

3. School fund account - Parents contribution/Fees

	2021-2022	2020-2021
	KShs	KShs
Personnel emoluments	2,414,015.00	652,471.00
Repairs and maintenance	544,169.00	388,979.00
Local transport / travelling	22,150.00	71,468.00
Electricity and water	11,454.00	841,272.00
Medical	1,307.00	7,749.00
Administration costs	846,162.00	280,117.00
Activity	138,832.00	15,763.00
Total	3,978,089.00	2,257,819.00

4. Other school Fund receipts

	2021-2022	2020-2021
	KShs	KShs
Fee on Boarding Equipment and Stores	7,981,832.00	7,491,861.00
Rent income	32,100.00	6,500.00
Fees arrears	304,516.00	33,865.00
Farm	27,730.00	-
Transfer of funds	-	1,400,000.00
Students IDs	280.00	16,520.00
Uniform	92,080.00	950.00
NSSF	-	19,008.00
NHIF	7,400.00	5,350.00
PAYE	12,215.00	2,223.00
Bursary	1,672,873.00	749,427.00
Total	10,131,026.00	9,725,704.00

5. Payment for Tuition

	2021-2022	2020-2021
	KShs	KShs
Teaching / learning materials	2,265,015.00	573,655.00
Administration cost	69,761.00	
Total	2,334,776.00	573,655.00

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

Notes To The Financial Statements (Continued)

6. Payment for operations

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	245,132.00	128,838.00
Administration Cost	883,932.00	221,020.00
Repairs and maintenance & improvements		329,780.00
Maintenance & improvement	1,586,800.00	220,650.00
Activity Expenses	790,983.00	23,000.00
Insurance Cost/ NHIF	21,400.00	5,350.00
NSSF	35,632.00	8,908.00
TOTAL	3,563,879.00	937,546.00

7. Payment for School fund

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	925,144.00	322,104.00
Repairs and maintenance & Improvements	1,533,242.00	133,970.00
Local transport / travelling	240,824.00	187,210.00
Electricity and water	881,380.00	315,140.00
Medical Expenses	25,090.00	1,120.00
Administration costs	727,745.00	740,469.00
Bursary	1,672,873.00	745,757.00
Sundry Creditors	71,850.00	309,835.00
Expenses on Income Generating Activities farm	208,920.00	195,700.00
Fee on Boarding Equipment and Stores	8,382,374.00	3,045,632.00
Uniform	35,780.00	
Activity	46,000.00	2,300.00
Transfer to operations	-	1,400,000.00
NSSF	12,215.00	19,008.00
NHIF	7,400.00	5,350.00
PAYE	-	2,223.00
Salary advance	15,500.00	5,000.00
Totals	14,786,337.00	7,430,818.00

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

Notes To The Financial Statements (Continued)

8. Bank accounts

	2021-2022	2020-2021
	KShs	KShs
Tuition Account	110 191 44 75	470,025.00
Operations Account	110 191 63 11	1,878,158.00
School Fund Account/Boarding	110 190 20 20 / 118 01 00 538	4,893,037.00
Savings Account		
Parent Association Development Account		
Income generating activities Account		
Infrastructural Account		
Total		7,241,220.00
		7,960,444.00

9. Cash in hand

	2021-2022	2020-2021
	KShs	KShs
Tuition Account		
Operation Account	291,224.00	527,000
School Fund account		9,441
Total	291,224.00	536,441

10. Accounts Receivables

	2021-2022	2020-2021
	KShs	KShs
Fees arrears		
Other non-fees receivables	5,651,469.00	5,513,047.00
Salary advances		2,500.00
Imprest		
Total	5,651,469.00	5,515,547.00

[Include an ageing of the fees / non fees arrears below]

	2021-2022	2020-2021
	KShs	KShs
Fees arrears for current year	869,870.00	1,402,874.00
Fees arrears for the previous year	1,402,874.00	4,110,173.00
Fees arrears for prior periods (over two years)	4,110,173.00	
Recovered	(731,448.00)	
Total	5,651,469.00	5,513,047.00

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

Notes To The Financial Statements (Continued)

11. Accounts payable

	2021-2022	2020-2021
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)		
Prepaid fees		
Retention monies		
Total		

12. Fund balance

	2021-2022	2020-2021
	Kshs	Kshs
Bank balances	7,960,444.00	1,744,427
Cash balances	536,441.00	564,266
Short Term Investments		
Receivables	5,651,469.00	5,515,547
Payables		
Total	14,148,354.00	7,824,240

XI. OTHER IMPORTANT DISCLOSURE NOTES

IPSAS 1 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.

1 Non-current Liabilities Summary

	2021-2022	2020-2021
	Kshs	Kshs
Bank Loan(S)		
Outstanding Leases		
Hire Purchase		
Gratuity And Leave Provision		
Total		

2 Biological assets

	numbers	2021-2022	2020-2021
		Kshs	Kshs
Cattle	4	185,000	170,000
Goats	2	12,000	
Trees			
Coffee Or Tea Plantation			
Poultry	110	88,000	
Total			

3 Borrowings

	2021-2022	2020-2021
	Kshs	Kshs
a) Borrowings		
Borrowing at beginning of the year		
Borrowings during the year		
Repayments of during the year		
Balance at end of the year		

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
Reports and Financial Statements For the period ended 30th June 2022


4 Stock/ Inventory

	2021	2020
b) Inventory		
Stock/ inventory at beginning of the year		
Stock/ inventory purchased during the year		
Stock/ inventory issued during the year		
Balance at end of the year		

XII. 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.

		Management Comments	Status (Resolved/Not Resolved)	Timeline (For a date when you expect the issue to be resolved)

 14/8/24
 Sign and Date
 Principal

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

XIII. ANNEXES
 ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE

Description of Accounts Payable	Original Invoice Number	Date Invoiced	Amount Paid	Outstanding Balance	Outstanding Balance	Comments
Construction Of Buildings						
1.						
2.						
3.						
Sub-Total						
Supply Of Goods						
4.						
5.						
6.						
Sub-Total						
Supply Of Services						
7.						
8.						
9.						
Sub-Total						
Grand Total						

ST. CATHERINE OF SIENA MUGUNDA GIRLS HIGH SCHOOL
 Reports and Financial Statements For the period ended 30th June 2022

III. ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER

	Historical Cost (KShs)	Additions During the year (KShs)	Disposals during the year (KShs)	Historical Cost at 30 th June 2022 (KShs)
Land	8,000,000			8,000,000
Buildings And Structures	41,400,000			41,400,000
Motor Vehicles	2,800,000			2,800,000
Office Equipment, Furniture And Fittings	1,500,000			1,500,000
Textbooks	12,655,300			12,655,300
ICT Equipment	1,370,000			1,370,000
Tools And Apparatus	15,000,000			15,000,000
Other Machinery And Equipment	1,600,000			1,600,000
Heritage And Cultural Assets				
Intangible Assets- Soft Ware				
Total	84,325,300			84,325,300