

## RTLB Income and Expenditure Summary

<b>For Year Ended</b>	31 December 2018
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<b>Cluster Name</b>	Aoraki Cluster 37
<b>Lead School</b>	Oceanview Heights School
<b>Cluster Number</b>	37
<b>Office</b>	MOE - Christchurch

<i>Description</i>	<i>Actual YTD</i>	<i>Annual Budget</i>	<i>Diff from Budget</i>	<i>%</i>
<i>Carry forward from prior year</i>				
*	150,629	150,629	-	
<b>Income</b>				
Administration	41,210	37,586	(3,624)	110
Travel	89,931	89,931	(0)	100
Learn Support Fund (LSF)	82,330	82,329	(1)	100
Year 11-13 Fund	-	-	-	
IYT Programme	3,086	-	(3,086)	
Interest	2,341	2,000	(341)	117
Study Awards	3,913	1,000	(2,913)	391
RTLB Lead School	4,177	4,176	(1)	100
MOE Teacher Salaries	909,165	909,165	-	
<b>Total Income + Carry forward</b>	<b>1,286,781</b>	<b>1,276,816</b>	<b>(9,965)</b>	<b>101</b>
<b>Expenditure</b>				
Administration	79,043	80,246	1,203	99
Travel	43,723	68,427	24,704	64
Learning Support Fund (LSF)	98,522	65,329	(33,193)	151
Year 11-13 Fund	13,843	-	(13,843)	
Asset Purchases	2,494	-	(2,494)	
IYT Programme	2,416	2,000	(416)	121
Study Award	514	1,000	486	51
Refund of surplus funds	115,637	-	(115,637)	
MOE Teacher Salaries	909,165	909,165	-	
<b>Total Expenditure</b>	<b>1,265,356</b>	<b>1,126,167</b>	<b>(139,189)</b>	<b>112</b>
<b>Balance Carried Forward</b>	<b>21,425</b>	<b>150,649</b>		

## Administration Detail

<b>For Year Ended</b>	31 December 2018
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<b>Expense Category</b>	<b>Amount</b>	
Admin Asst Salary & Admin support contribution	4,529	
Stationery/Satellite Consumables	12,766	Admin/Stationery/consumables//Host & Lead School Costs/Catering/Meeting Costs/Expenses
Telecommunication	9,561	Communication + exp (phone)
Photocopy	5,777	Including lease
Laptop Lease	1,846	
RTL B Resources	12,130	Data base and Resourcing
RTL B Professional Development	20,891	
Conf Registration		
Other Asset Repair & Maintenance	-	
Other	11,542	Concurrence/Accg& Audit/meeting costs
<b>TOTAL Administration</b>	<b>79,043</b>	

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## Travel Grant Detail

<b>For Year Ended</b>	31 December 2018
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<b>Travel Category</b>	<b>Amount</b>
Travel	8,046
Prof Development Travel/Accommodation	-
Conference Travel/Accommodation	-
Mileage Paid	35,677
<b>TOTAL Travel costs</b>	<b>43,723</b>

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# Travel Mileage Detail

**For Year Ended** 31 December 2018

<b>Cluster Name</b>	Aoraki Cluster 37
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<i>Info to be provided by school</i>		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD Total
<b>Cluster Manager</b>														0
<b>RTL B Staff</b>	David Thomas		311	770	241	302	772	236	1030	340	272	130	129	4,532
	Suzy Duffield		292	217	144	1076	583	323	726	584	499	764	78	5,286
	Lesley McLeod		779	793	377	1276	1275	298	1012	684	419	762	543	8,218
	Megan Fraser		387	502	143	711	390	143						2,275
	Nikki Poulter	70	436	213	102	253	639	321	383	226	369	601	144	3,757
	Lisa Cormie	8	477	553	69	732	439	207	560	379	223	329	127	4,103
	Angela Gold	41	441	528	176	492	700	379	435					3,191
	Clare Carnegie				160	526		130						816
	Hamish Wilson		202	878	278	912	1241	537	753	555	462	414	166	6,398
	Suzanne Cuthbertson		239	873	274	865	871	312	951	280	280	543	123	5,612
	Tracey Howard		331	1004	180	1247	823	503	1595	1036	1031	800	246	8,797
	Bill Telfer							74	836	626	523	682	313	3,055
	Sandi Abel													0
														0
<b>TOTAL Mileage (in kilometres)</b>		<b>119</b>	<b>3,895</b>	<b>6,330</b>	<b>2,144</b>	<b>8,391</b>	<b>7,733</b>	<b>3,464</b>	<b>8,281</b>	<b>4,710</b>	<b>4,079</b>	<b>5,026</b>	<b>1,869</b>	<b>56,040</b>

## Learning Support Fund (LSF) Detail

**NOTE:** The headings below (e.g. Assessment, Counselling, Resources, Project Work, Teacher Aides, P/D teachers) are examples only. Please change, add or delete the headings as appropriate to your cluster.

<b>For Year Ended</b>	31 December 2018
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<b>Cluster Name</b>	Aoraki Cluster 37
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	<b>Support</b>	<b>Resources</b>	<b>Teacher Aides</b>	<b>PD/Tchr Release</b>	<b>TOTAL</b>
<b>Lead School</b> Oceanview Heights School				1,995	1,995
Albury School					-
Aoraki Mt Cook School					-
Arowhenua Maori School				628	628
Barton Rural School			587	262	850
Beaconsfield School			2,981	900	3,882
Bluestone School			3,185	1,883	5,068
Carew Peel Forest School				321	321
Craighead Diocesan			2,439	676	3,115
Fairlie Primary School			1,369	2,578	3,947
Geraldine High School			1,463		1,463
Geraldine Primary School			1,496	585	2,081
Glenavy School				708	708
Gleniti School			1,495	2,760	4,255
Grantlea Downs School			3,634	2,578	6,212
Highfield School			5,462	1,837	7,299
Lake Tekapo School				136	136
Mackenzie College			1,022	136	1,158
Makakihi School			650	819	1,469
Mountainview High School			3,802		3,802
Opihi College			2,659	941	3,600
Roncalli College			3,740	2,510	6,250
Pleasant Point Primary School			3,079	3,669	6,748

	<b>Support</b>	<b>Resources</b>	<b>Teacher Aides</b>	<b>PD/Tchr Release</b>	<b>TOTAL</b>
St Andrews School - Timaru			510	1,173	1,683
St Josephs Pleasant Point			43	611	654
St Josephs School Temuka			1,785	1,163	2,947
St Patricks School - Waimate			1,889	1,955	3,844
Sacred Heart Primary School				1,044	1,044
Temuka Primary School			3,274	708	3,981
Timaru Boys High School				2,190	2,190
Timaru Christian School			407	749	1,156
Timaru Girls High School			748	1,735	2,483
Timaru South School					-
Twizel Area School			-		-
Waimatatai School			1,105	273	1,378
Waimate High School			4,244	546	4,790
Waimate Main School			2,643	867	3,511
Waimate Centennial School			293	1,140	1,433
Waituna Creek School				546	546
Winchester Rural School			488	1,091	1,579
Woodbury School				316	316
					-
	-	-	<b>56,492</b>	<b>42,030</b>	-
					<b>98,522</b>

## Year 11-13 Fund Detail

**NOTE:** The following headings (e.g. Assessment, Counselling, Resources, Project Work, Teacher Aides, P/D teachers) are examples only. Please change, add or delete the headings as appropriate to your cluster.

<b>For Year Ended</b>	31 December 2018
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<b>Cluster Name</b>	Aoraki Cluster 37
<b>Cluster Number</b>	37
<b>Lead School Name</b>	Oceanview Heights School
<b>Local Ministry Office</b>	MOE - Christchurch

Lead School	Project Work	Teacher Aides	Funding provided to school	TOTAL
Craighead Diocesan School				-
Geraldine High School			2,912	2,912
Mountainview High School				-
Opihi College				-
Roncalli College				-
Timaru Boys' High School				-
Timaru Girls' High School				-
Waimate High School				-
MacKenzie College				-
Adjustment re 2017 reversal			(59)	(59)
Recovery of unspent funding			10,990	10,990
<b>TOTAL Expenses</b>	-	-		<b>13,843</b>

## Assets Purchases Detail

<b>Cluster Name</b>	Aoraki Cluster 37	
<b>Cluster Number</b>	37	
<b>Lead School Name</b>	Oceanview Heights School	
<b>Local Ministry Office</b>	MOE - Christchurch	

<b>For Year Ended</b>	31 December 2018
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<b>Asset Category</b>	<b>Amount</b>	
Vehicles	-	
Furniture & Equipment	175	Whiteboard
Information & Communication	2,319	ipad/projector/phone/screen
Library Resources	-	
Office Equipment	-	
Other	-	
<b>TOTAL Asset Purchases</b>	<b>2,494</b>	



Asset Register

For Year Ended	31 December 2018
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Cluster Name
Cluster Number
Lead School Name
Local Ministry Office

Asset ID #	Description	PURCHASES				
		Quantity	Location	Date	Price (each)	Total Cost
RTLB Furn & Equipment	Fax machine - Sharp				444	
	Laminator Esselite				293	
	Cabinet Criterion				300	
	Digital Camera & Memory				957	
	Clicker 4PC Single user				340	
	Notebook Computer				1,333	
	Canon Printer				250	
	Printer				1,115	
	Various furniture ex Batemans				7,293	
	Sony Projector				1,306	
	Panasonic Movie Camera				744	
	CES Balance b/fwd from 2012					<b>14,375</b>
Addn	Wireless printer - one off payment	1		13/09/2013	642	642
	Car purchase - ex Hollands	1		20/12/2013	9,996	9,996
	Computer - ex rental laptop	1		9/08/2013	295	295
						<b>25,308</b>
	<b>Audit adjustment 2014 required re treatment by previous financial services</b>					<b>3,322</b>
Addn 2015	Office chair & lockup cabinet	1		30/04/2015	1,694	1,694
	<b>total fixed assets - at cost price 2015</b>					<b>30,323</b>
Addn 2016	Fridge/Freezer	1		8/04/2016	541	541
	Printer	1		9/06/2016	208	208
	<b>total fixed assets - at cost price 2016</b>					<b>31,072</b>
Addn 2017	Binding Machine	1		17/02/2017	353	353
	Rec Jun Trans	1		30/06/2017	166	166
	Chair & Cupboard	1		7/07/2017	319	319
	Laser Printer	1		7/07/2017	521	521
	standing desk, cupboard & room divider	1		7/07/2017	2,415	2,415
	Office Screens	1		7/07/2017	10,568	10,568
	Whiteboard	1		10/08/2017	119	119
	Apple Minis	12		12/09/2017	738	8,859
	Carpet	1		31/12/2017	2,016	2,016
	Heatpumps	1		31/12/2017	6,200	6,200
	<b>total fixed assets - at cost price 2017</b>					<b>62,607</b>
Addn 2018	Whiteboard	1		8/03/2018	175	175
	Projector	1		3/12/2018	669	669
	ipad	1		3/12/2018	469	469
	Apple pencil	1		3/12/2018	139	139
	Samsung galaxy pone	1		3/12/2018	869	869
	LED screen	1		3/12/2018	174	174
	<b>total fixed assets - at cost price 2018</b>					<b>65,101</b>

**VALUABLE / ATTRACTIVE**

**CARRIED FORWARD FROM SATELLITES**

**NOTE :** These are not fixed assets - but operating leases.

**LEASES**

RTLB laptop leases	1,846
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