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**THE ONTARIO ASSOCIATION OF  
ADULT AND CONTINUING  
EDUCATION SCHOOL BOARD  
ADMINISTRATORS**

**FINANCIAL STATEMENTS**

**MARCH 31, 2023**

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## INDEPENDENT AUDITOR'S REPORT

To the Members of The Ontario Association of Adult and Continuing Education School Board Administrators,

### Opinion

We have audited the financial statements of The Ontario Association of Adult and Continuing Education School Board Administrators (the organization), which comprise the statement of financial position as at March 31, 2023, and the statements of operations and changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of The Ontario Association of Adult and Continuing Education School Board Administrators as at March 31, 2023 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations and for such 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.

In preparing the financial statements, management is responsible for assessing the organization'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 either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our 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 our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards 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.

## INDEPENDENT AUDITOR'S REPORT (continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We 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 our 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.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern 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 organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw your attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- 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.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Pemylegion Chung LLP*

Chartered Professional Accountants  
Licensed Public Accountants  
June 15, 2023  
Toronto, Ontario

**THE ONTARIO ASSOCIATION OF ADULT AND CONTINUING EDUCATION  
SCHOOL BOARD ADMINISTRATORS**

**STATEMENT OF FINANCIAL POSITION**

**AS AT MARCH 31, 2023**

	<b>2023</b>	<b>2022</b>
<b>ASSETS</b>		
Current assets		
Cash	\$ 469,982	\$ 374,524
HST receivable	12,991	8,669
Accounts receivable	9,356	-
Prepaid expenses and other	<u>6,517</u>	<u>6,801</u>
	<u>\$ 498,846</u>	<u>\$ 389,994</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities		
Accounts payable and accrued liabilities	\$ 53,868	\$ 29,999
Deferred revenue	2,000	9,700
Deferred contributions (note 3)	<u>166,589</u>	<u>72,273</u>
	<u>222,457</u>	<u>111,972</u>
Net assets		
Unrestricted	<u>276,389</u>	<u>278,022</u>
	<u>\$ 498,846</u>	<u>\$ 389,994</u>

Approved on behalf of the Board:

\_\_\_\_\_, Director

\_\_\_\_\_, Director

see accompanying notes

**THE ONTARIO ASSOCIATION OF ADULT AND CONTINUING EDUCATION  
SCHOOL BOARD ADMINISTRATORS**

**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**

**FOR THE YEAR ENDED MARCH 31, 2023**

	<b>2023</b>	<b>2022</b>
<b>REVENUE</b>		
Government grants (note 4)	\$ 930,804	\$ 1,200,142
Conference fees	170,781	65,764
Membership fees	76,740	67,065
Administration fees	33,330	-
Other	1,160	3,046
Canada Emergency Wage Subsidy	<u>-</u>	<u>1,631</u>
	<u>1,212,815</u>	<u>1,337,648</u>
<b>EXPENSES</b>		
Salaries and benefits	507,369	439,177
Consulting	274,461	170,039
Event	188,495	28,011
Administration	73,536	48,041
Special projects	60,431	101,189
Professional fees	47,519	40,792
Travel	45,025	1,003
Communications and marketing	14,441	29,320
Insurance	2,886	2,759
Bank charges and interest	285	6,040
School Board project support	<u>-</u>	<u>486,601</u>
	<u>1,214,448</u>	<u>1,352,972</u>
<b>EXCESS OF EXPENSES OVER REVENUE FOR THE YEAR</b>	(1,633)	(15,324)
Net assets, beginning of year	<u>278,022</u>	<u>293,346</u>
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 276,389</u>	<u>\$ 278,022</u>

see accompanying notes

**THE ONTARIO ASSOCIATION OF ADULT AND CONTINUING EDUCATION  
SCHOOL BOARD ADMINISTRATORS**

**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED MARCH 31, 2023**

	<b>2023</b>	<b>2022</b>
<b>OPERATING ACTIVITIES</b>		
Excess of expenses over revenue for the year	\$ (1,633)	\$ (15,324)
Net change in non-cash working capital items (see below)	<u>97,091</u>	<u>(211,327)</u>
<b>NET INCREASE (DECREASE) IN CASH FOR THE YEAR</b>	95,458	(226,651)
Cash, beginning of year	<u>374,524</u>	<u>601,175</u>
<b>CASH, END OF YEAR</b>	<u><u>\$ 469,982</u></u>	<u><u>\$ 374,524</u></u>
Net change in non-cash working capital items:		
Decrease (increase) in current assets-		
HST receivable	\$ (4,322)	\$ (7,788)
Accounts receivable	(9,356)	-
Prepaid expenses and other	284	(4,122)
Increase (decrease) in current liabilities-		
Accounts payable and accrued liabilities	23,869	(113,405)
Deferred revenue	(7,700)	(31,832)
Deferred contributions	<u>94,316</u>	<u>(54,180)</u>
	<u><u>\$ 97,091</u></u>	<u><u>\$ (211,327)</u></u>

see accompanying notes

# THE ONTARIO ASSOCIATION OF ADULT AND CONTINUING EDUCATION SCHOOL BOARD ADMINISTRATORS

## NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2023

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The Ontario Association of Adult and Continuing Education School Board Administrators (the Organization) is incorporated without share capital in the Province of Ontario. The Organization is exempt from income tax in Canada as a not-for-profit organization under Section 149(1)(L) of the Income Tax Act (Canada).

The Organization aims to promote and advance the cause of adult and continuing education in Ontario.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the preparation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations. Outlined below are those policies considered particularly significant:

#### Revenue recognition

The Organization's principal sources of revenue and recognition of these revenues for financial statement purposes are as follows:

- i) The Organization follows the deferral method of revenue recognition for contributions, which include government grants. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are initially recorded as deferred contributions and then recognized as revenue in the year in which the related expenses are incurred. Pledges are not recorded as revenue. Donated materials and services which are normally purchased by the Organization are not recorded in the accounts.
- ii) Membership fees and conference fees are recognized as revenue when services are performed. Fees related to events that have not yet occurred or services not rendered as at year end are recorded as deferred revenue.
- iii) Canada Emergency Wage Subsidy revenue is recognized in the period to which it relates.

### 2. FINANCIAL INSTRUMENTS

The Organization records financial instruments, which include cash, accounts receivable, accounts payable and accrued liabilities, initially at fair value. All financial instruments are subsequently recorded net of any provisions for impairment in value.

### 3. DEFERRED CONTRIBUTIONS

Continuity of deferred contributions for the year is as follows:

	2023	2022
Deferred contributions, beginning of year	\$ 72,273	\$ 126,453
Government grants received during the year	1,025,120	1,145,962
Less government grant revenue recognized	<u>(930,804)</u>	<u>(1,200,142)</u>
Deferred contributions, end of year	<u>\$ 166,589</u>	<u>\$ 72,273</u>

**THE ONTARIO ASSOCIATION OF ADULT AND CONTINUING EDUCATION  
SCHOOL BOARD ADMINISTRATORS**

**NOTES TO THE FINANCIAL STATEMENTS**

**MARCH 31, 2023**

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**4. GOVERNMENT GRANTS**

Government grant revenue recognized in the year was as follows:

	2023	2022
Province of Ontario		
Ministry of Education	\$ 505,684	\$ 983,022
Ministry of Labour, Training and Skills Development		
Literacy and Basic Skills program	425,120	195,120
Language training	<u>-</u>	<u>22,000</u>
	<u>\$ 930,804</u>	<u>\$ 1,200,142</u>