

**ASSOCIATION OF EARLY CHILDHOOD  
EDUCATORS, ONTARIO  
FINANCIAL STATEMENTS  
MARCH 31, 2019**

**ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO**

**MARCH 31, 2019**

**TABLE OF CONTENTS**

	<b>Page</b>
<b>INDEPENDENT AUDITOR'S REPORT</b>	<b>1 - 2</b>
<b>AUDITED FINANCIAL STATEMENTS</b>	
<b>Statement of Financial Position</b>	<b>3</b>
<b>Statement of Changes in Net Assets</b>	<b>4</b>
<b>Statement of Financial Activities</b>	<b>5</b>
<b>Statement of Cash Flows</b>	<b>6</b>
<b>Notes to Financial Statements</b>	<b>7 - 14</b>

## INDEPENDENT AUDITOR'S REPORT

To the Members of  
The Association of Early Childhood Educators, Ontario

### Opinion

I have audited the financial statements of The Association of Early Childhood Educators, Ontario which comprises the statement of financial position as at March 31, 2019, and the statements of financial activities, changes in net assets, and cash flows for the year then ending, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of The Association of Early Childhood Educators, Ontario as at March 31, 2019, and the results of its financial activities and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

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

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

Management is responsible for the preparation and fair presentation of these 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.

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

My 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. 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.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment 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.
- 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 I conclude that a material uncertainty exists, I am required to draw attention in my 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 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.

I 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 I identify during my audit.

I also provide those charged with governance 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.

The engagement partner on the audit resulting in this independent auditor's report is Jeffrey D. Milgram, CPA, CA, LPA.

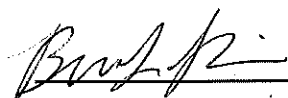
**JEFFREY D. MILGRAM PROFESSIONAL CORPORATION**  
Authorized to practise public accounting by  
The Institute of Chartered Professional Accountants of Ontario

TORONTO, ONTARIO  
MAY XX, 2019

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
STATEMENT OF FINANCIAL POSITION  
AS AT MARCH 31, 2019

	<u>2019</u>	<u>2018</u>
	\$	\$
<u>ASSETS</u>		
<b>CURRENT</b>		
Cash and cash equivalents	111,317	129,240
Accounts receivable and accrued interest	4,884	7,756
Government excise tax recoverable	13,225	6,466
Prepaid expenses	<u>930</u>	<u>1,738</u>
	<u>130,356</u>	<u>145,200</u>
<u>LIABILITIES AND NET ASSET DEFICIENCY</u>		
<b>CURRENT</b>		
Trust funds (recoverable) (Note 3)	(137)	11,780
Accounts payable and accrued liabilities	9,159	14,042
Program recoveries payable	<u>-</u>	<u>29,851</u>
	<u>9,022</u>	<u>55,673</u>
<b>DEFERRED REVENUE</b>		
Deferred contributions related to operations (Note 4)	<u>129,727</u>	<u>136,012</u>
	138,749	191,685
<b>DEFICIT</b>	<u>(8,393)</u>	<u>(46,485)</u>
	<u>130,356</u>	<u>145,200</u>

APPROVED ON BEHALF OF THE BOARD:

 DIRECTOR

May 27-19 DATE

\_\_\_\_\_ DIRECTOR

\_\_\_\_\_ DATE

The accompanying notes are an integral part of these financial statements.

**ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED MARCH 31, 2019**

	<u>2019</u>	<u>2018</u>
	\$	\$
Balance, beginning of year	(46,485)	(49,537)
Net excess revenues over expenses for the year	<u>38,092</u>	<u>3,052</u>
Balance, end of year	<u>(8,393)</u>	<u>(46,485)</u>

The accompanying notes are an integral part of these financial statements.

**ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED MARCH 31, 2019**

	<u>2019</u>	<u>2018</u>
	\$	\$
<b>REVENUES</b>		
Donations (Note 5)	7,368	2,350
Equivalency fees	-	25
Fundraising and sundry revenue	53,556	18,968
Grants (Note 6)	74,058	60,896
Interest income	255	125
Membership fees	126,262	122,075
Publications and promotions	7,528	13,050
Member event(s) (Note 7)		
• Workshops and sundry	<u>2,565</u>	<u>3,440</u>
	<u>271,592</u>	<u>220,929</u>
<b>EXPENDITURES</b>		
Administrative		
Bank charges and other fees	4,273	4,529
Equipment purchases, repairs and rentals	6,070	4,092
Insurance	4,134	3,760
Office rent (Note 8)	33,956	33,348
Postage, stationery and supplies	3,454	1,966
Printing and promotions	19,116	10,030
Professional fees	6,056	5,250
Salaries and benefits	143,184	142,965
Telephone	2,265	2,616
Travel and meetings	<u>7,621</u>	<u>2,564</u>
	230,129	211,120
Less: Overhead expense recoveries (Note 8)	24,579	24,143
Program recoveries (Note 9)	<u>47,080</u>	<u>24,862</u>
	<u>158,470</u>	<u>162,115</u>
Programs		
Ontario Trillium Foundation (recovery) (Note 5)	-	(120)
Atkinson (Note 6)	74,123	55,562
Membership	<u>907</u>	<u>320</u>
	<u>75,030</u>	<u>55,762</u>
	<u>233,500</u>	<u>217,877</u>
<b>NET EXCESS REVENUE OVER EXPENSES</b>		
<b>FOR THE YEAR</b>	<u>38,092</u>	<u>3,052</u>

The accompanying notes are an integral part of these financial statements.

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
STATEMENT OF CHANGES IN CASH FLOWS  
FOR THE YEAR ENDED MARCH 31, 2019

	<u>2019</u> \$	<u>2018</u> \$
<b>FUNDS USED BY OPERATIONS</b>		
Operating activities		
Net excess revenues over expenses for the year	38,092	3,052
Less: non-cash item - deferred revenue	<u>(136,012)</u>	<u>(108,908)</u>
	(97,920)	(105,856)
Changes in non-cash operating elements of working capital	<u>(49,730)</u>	<u>25,738</u>
<b>CASH USED BY OPERATING ACTIVITIES</b>	<u>(147,650)</u>	<u>(80,118)</u>
<b>FINANCING ACTIVITIES</b>		
Deferred contributions	<u>129,727</u>	<u>136,012</u>
<b>CASH PROVIDED BY FINANCING ACTIVITIES</b>	<u>129,727</u>	<u>136,012</u>
<b>NET (DECREASE) INCREASE IN CASH</b>	(17,923)	55,894
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	<u>129,240</u>	<u>73,346</u>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<u>111,317</u>	<u>129,240</u>

**Cash and Cash Equivalents:**

Cash and cash equivalents consist of the following holdings at year end:

	<u>2019</u> \$	<u>2018</u> \$
Cash – cash on hand	100	8
Cash – deposits held in Canadian Banks	<u>111,217</u>	<u>129,232</u>
	<u>111,317</u>	<u>129,240</u>

The accompanying notes are an integral part of these financial statements.



**ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2019**

**1. Operations and Accounting Framework**

**Operations**

The Association of Early Childhood Educators, Ontario (AECEO) is a professional association for early childhood educators in Ontario.

**Accounting Framework**

The Organization prepares its financial statements in accordance with the Chartered Professional Accountants of Canada (CPA, Canada) (formerly the Institute of Chartered Accountants (CICA)) Handbook, Part III, Canadian accounting standards for not-for-profit organizations (ASNPO).

**Mission Statement**

The AECEO's mission is to serve and act on behalf of early childhood educators in Ontario by:

- Supporting the professional growth of early childhood educators through the provision of ongoing professional development, training and best practices;
- Advocating on behalf of the profession;
- Promoting and supporting quality early learning and care as an integral part of a child's healthy development;
- Disseminating research, educational resources and topical information about early learning and care to the public, governments and other related professionals;
- Coordinating opportunities for communication and networking among early childhood educators and others interested in early childhood education and care;
- Promoting and supporting research and advancement in the field of early childhood education and care;
- Building capacity and leadership between the profession, communities and stakeholder groups to advocate for children and families; and,
- Making known to parents and the general public the value and importance of early childhood education and early childhood educators.

**2. Significant Accounting Policies**

The accounting policies of the organization are in accordance with Canadian accounting standards for not-for-profit organizations applied on a basis consistent with that of the preceding year. Outlined below are those policies considered particularly significant.

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2019

2. Significant Accounting Policies – Continued

Basis of Accounting

These financial statements were prepared using the accrual basis of accounting. The accrual basis recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipts of goods or services and the creation of a legal obligation to pay.

Cash and Cash Equivalents

Cash and equivalents include cash on hand, current bank deposits, and investment deposits with a maturity of 90 days or less from the date of the year end.

Investments

Short term investments include investments with a maturity date of more than 90 days from the year end date but less than one year to maturity. Long term investments include those investments with a maturity date in excess of one year from the year end date. It is the policy of management to immediately dispose of any equity investment donated to the Organization.

Income Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. 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.

Revenues generated from memberships, programs and conference are recognized as revenue as received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Interest is recognized as earned. Capital gains and losses are recognized on the settlement date of the transaction, or, for unrealized gains and losses, periodically at year end by an adjustment to fair value which is included in the determination of net income.

Government assistance received towards continuing operations is included in the determination of revenue for the year.

Capital Assets

Capital assets purchased in excess of \$5,000, are recorded at cost and are depreciated at rates sufficient to amortize the cost of the asset over their estimated useful lives.

Assets not in excess of \$5,000 are written off to operations in the year of acquisition.

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2019

2. Significant Accounting Policies – Continued

Estimates

The preparation of these financial statements, in conformity with Canadian generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Any variations between these estimates and actual amounts are not expected to materially affect the reported amounts, unless otherwise disclosed. During the year, management exercised its judgment in estimating the allocation of expenses between the various programs undertaken by the Organization in the year.

Contributed Services

The work of the Association is partially dependent on the voluntary service of its members. Since these services are not normally purchased by the Association, and because of the difficulty of determining their fair value, the value of donated volunteer services is not recognized in these statements.

Income Tax Status

The Association is registered as a charitable organization for income tax purposes and therefore qualifies for tax-exempt status under paragraph 149(1)(f) of the Income Tax Act (Canada).

Financial Assets and Financial Liabilities

(i) Measurement of financial instruments

The Organization initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Organization subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are based on public stock exchange transactions in an active market, which are measured at fair value. Changes in fair value are recognized in the statements of operations in the period incurred. Financial assets measured at amortized cost include cash, trade and sundry amounts receivable, and fixed income investments. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2019

2. Significant Accounting Policies – Continued

Financial Assets and Financial Liabilities - Continued

(ii) Impairment

At the end of each reporting period, the Organization assesses whether there are any indications that a financial asset measured at amortized cost may be impaired. Objective evidence of impairment includes observable data that comes to the attention of the Organization, including but not limited to the following events: significant financial difficulty of the issuer; a breach of contract, bankruptcy or other financial indicators indicating distress relating to the item valued.

When there is an indication of impairment, the Organization determines whether a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset.

When the Organization identifies a significant adverse change in the expected timing or amount of future cash flows from a financial asset, it reduces the carrying amount of the asset to the highest of the following:

- a) the present value of the cash flows expected to be generated by holding the asset discounted using a current market rate of interest appropriate to the asset;
- b) the amount that could be realized by selling the asset at the statement of financial position date; and
- c) the amount the Organization expects to realize by exercising its rights to any collection action less the costs necessary to exercise those actions.

When the Organization determines an adjustment to the carrying value is required, the carrying amount of the asset is reduced directly or through the use of an allowance account. The amount of the reduction is recognized as an impairment loss in the statements of operations. When the extent of impairment of a previously written-down asset decreases and the decrease can be related to an event occurring after the impairment was recognized, the previously recognized impairment loss is reversed to the extent of the improvement, directly or by adjusting the allowance account. The amount of the reversal is recognized in the statements of operations in the period the reversal occurs.

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
 NOTES TO FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED MARCH 31, 2019

3. Trust Funds

Branch - The Provincial office held, at year end, a residual balance of trust funds of \$918 (2018 - \$356) for regional branches. During the 2013 fiscal year, internal policy changes resulted in the closure of all branch bank accounts and the cession of autonomous operations of the Association at the branch level; accordingly, effective with the 2013 fiscal period, all operations are centrally administered by the Provincial head office which has assumed responsibility for the branch activities previously administered at the regional level. Funds contributed or raised at the regional level but received and held by the head office in trust for the Branch is disbursed on behalf of the Branch to fund and finance current and future educational venues at the local branch level.

Math Workshop – These trust funds pertain to third party operating funds administered for the "Math Network"; an independent and unrelated organization with similar goals as the Association. As trustee, the Association releases funds upon proof of expenditure by the Organization on behalf of its funding agency. As at the year end date, the Association has released all funds previously held in trust (2018 - \$11,424 in trust) for the Math Network.

4. Deferred Contributions

	<u>2019</u>	<u>2018</u>
	\$	\$
Advertising copy	400	-
SECD workshop registration fees	-	970
Membership revenue	54,917	64,494
Grant – Atkinson (Note 5)	<u>74,410</u>	<u>70,548</u>
	<u>129,727</u>	<u>136,012</u>

5. Donations

The following donations were received during the year:

	<u>2019</u>	<u>2018</u>
	\$	\$
Individuals	<u>7,368</u>	<u>2,350</u>

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
 NOTES TO FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED MARCH 31, 2019

6. Grants

In any particular year, the organization operates one or more programs that receive both private and government funding. The details below summarize the revenue, expenditures and calculation of the deferred revenue for each of the programs conducted in the fiscal years 2017-2018 and 2018-2019 along with the results of general operations for the year.

Program Grant Summary

Atkinson Foundation – Decent Work Fund Revenue

	<u>2019</u>	<u>2018</u>
	\$	\$
Ancillary revenue	220	2,691
Program funding	<u>73,838</u>	<u>58,205</u>
Total revenue:	<u>74,058</u>	<u>60,896</u>

Atkinson Foundation – Decent Work Fund Deferred

	<u>2019</u>	<u>2018</u>
	\$	\$
Deferred revenue, beginning of year	70,548	42,519
Grant funding revenue received during the year	<u>77,700</u>	<u>80,900</u>
	<u>148,248</u>	<u>123,419</u>
Expenditures		
Salaries and others	(47,080)	(24,862)
Office and administration contribution	<u>(26,758)</u>	<u>(33,343)</u>
	<u>(73,838)</u>	<u>(58,205)</u>
Deferred revenue, end of year	<u>74,410</u>	<u>70,548</u>

7. Member Events

The Association held the following member events; results are shown net of related expenditures:

	<u>2019</u>	<u>2018</u>
	\$	\$
Workshop(s) and sundry		
Revenues	12,144	17,605
Expenditures	<u>(9,579)</u>	<u>(14,165)</u>
	<u>2,565</u>	<u>3,440</u>

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2019

8. Occupancy and Equipment Leases

The Organization renegotiated its occupancy lease for rent at its head office location which was renewed for a five year term from February 1, 2016 to January 31, 2021. The lease provides for a minimum monthly lease commitment of \$2,103 base rent plus applicable taxes and a prorated share of common area costs.

Under a separate contractual arrangement, the AECEO has subleased a portion of the office location from which it realized rent recoveries of \$24,579 in fiscal 2019 (2018 - \$24,143).

Aggregate lease payments over the next two years is as follows;

2020 - \$ 25,236

2021 - \$ 21,030

9. Allocated Expenses

During the 2018-19 fiscal year, the organization allocated a total of \$47,080 (2017-18 - \$24,862) of wage expenses to the program conducted by the Organization (Note 6). Allocations of the expenses were either in accordance with budgetary amounts allocated for the specific expenditure based on estimated time allocation and staff placement on an employee-by-employee basis.

10. Risk

Liquidity

The Organization manages its liquidity risk by monitoring actual and projected cash flows, from both operations and program activities, to ensure that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses.

Management believes that the Organization will meet its ongoing obligations on a timely basis based on the revenues generated through membership and program revenues and continued grant funding.

Other Risks

It is management's opinion that the Organization is not exposed to significant currency, credit, interest or market risks arising from the financial instruments held.

ASSOCIATION OF EARLY CHILDHOOD EDUCATORS, ONTARIO  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2019

11. Comparative Figures

Certain comparative figures for the year ended March 31, 2018 have been have reclassified to conform to the current year's presentation format.