

Audit Committee
AGENDA

April 9, 2024 – 6:00 pm

Meeting Location: Via Microsoft Teams

- School Board Members:** David McDonald, John McAllister, Patricia Francis
- External Members:** Michael Kavcic, Lisa Taylor
- Administration:** Ron Ferguson-Director of Education, Jeremy Hobbs-Executive Superintendent of Business Services, Diana Kingston-Comptroller of Finance, Kristi Carter-Recording Secretary
- Guests:** Genevieve Segu-Regional Internal Audit Manager (RIAT), Pasquale L’Orfano-Regional Internal Auditor (RIAT)

Regrets:

AGENDA ITEM		NOTES
A1	Call to Order	
A2	Approval of Agenda April 9, 2024 – Meeting No. 63	
A3	Conflict of Interest Declaration(s)	
A4	Approval of Minutes – OPEN SESSION February 13, 2024 – Meeting No. 62	OPEN SESSION Minutes Attached
A5	Regional Internal Audit Update	OPEN SESSION Verbal Report
A6	Move into CLOSED SESSION	
A7	Report from CLOSED SESSION	
A8	❖ Adjournment Next Meeting: June 11, 2024	

David McDonald
Chair, Audit Committee

Ron Ferguson
Director of Education

UPCOMING AGENDA & ACTION ITEMS		TIMELINE
1.	2024-25 Meeting Dates	June 2024
2.	2023-24 External Audit Plan – Executive Summary	June 2024
3.	Election of Chair	September 2024
4.	Proposed Ministry Report to Board	November 2024

**Audit Committee
Minutes of February 13, 2024
OPEN SESSION
Meeting No. 62**

The meeting was held via Microsoft Teams.

School Board Members: David McDonald, John McAllister

External Members: Michael Kavcic, Lisa Taylor

Administration: Ron Ferguson-Director of Education, Jeremy Hobbs-Executive Superintendent of Business Services, Diana Kingston-Comptroller of Finance, Kristi Carter-Recording Secretary

Guests: Genevieve Segu-Regional Internal Audit Manager (RIAT), Pasquale L’Orfano-Regional Internal Auditor (RIAT), Eric Hardie-Executive Superintendent, Chad Brownlee-Superintendent of HR, Marsha McNair-Superintendent of Schools, Lori Taylor-Human Rights and Equity Lead, Michel LaBonté-Trustee

Regrets: Patricia Francis-Trustee Member

A1	Meeting was called to order by D. McDonald at 6:12 p.m.
A2	<u>Approval of Agenda</u> Moved by L. Taylor, seconded by J. McAllister, that the agenda for the February 13, 2024, Meeting No. 62 be approved. Carried.
A3	<u>Conflict of Interest Declaration(s)</u> No conflict of interest declarations were received.
A4	<u>Approval of Minutes – OPEN SESSION</u> Moved by M. Kavcic, seconded by L. Taylor, that the minutes for the November 6, 2023, Meeting No. 61 be approved. Carried.
A5	<u>Regional Internal Audit Team (RIAT) Update</u> G. Segu provided the committee with a verbal update on the following: <ul style="list-style-type: none"> • The final report of the Workforce Planning engagement report will be presented in closed session. • The Strategic Risk Assessment engagement is underway, with a regional session booked on March 21, 2024, for the purpose of common risk identification. • The Special Education benchmarking exercise (entire Ontario East region) is underway and will be led by P. L’Orfano. • There are no follow-ups or management requests at this time.
A6	<u>Move into CLOSED Session</u> Moved by J. McAllister, seconded by M. Kavcic, that the Upper Canada District School Board Audit Committee move into Closed Session ~ February 13, 2024. Carried.
A7	<u>Rise and Report</u> The Upper Canada District School Board received reports and discussed the following: <ul style="list-style-type: none"> • Policy Related Matters – Monitoring Compliance Plans and Status Reports • Regional Internal Audit Update
A9	❖ <u>Adjournment</u> ❖ Remaining meetings in the 2023-24 school year will be held virtually ❖ Next Meeting – Tuesday, April 9, 2024 Moved by J. McAllister, seconded by L. Taylor, that the Upper Canada District School Board Audit Committee adjourn at 7:09pm. Carried.

**David McDonald
Chair, Audit Committee**

**Ron Ferguson
Director of Education**

**Audit Committee
OPEN SESSION
Report**

April 9, 2024 – 6:00 pm

Item A5	Regional Internal Audit Report
Purpose	<p>To provide the Audit Committee with a report from the Regional Internal Audit Manager, Geneviève Segu, on the 2022-23 Regional Internal Audit activities.</p> <p>This report links with Regulation 361/10 in relation to the Audit Committee’s duties to the Internal Auditor 9(3) and the Board’s Internal Controls 9(2).</p>
Content	<p>G. Segu will provide the committee with a verbal update.</p>
Appendices	
Recommendation	

**Audit Committee
OPEN SESSION**

April 9, 2024 – 6:00 pm

Item A6	Move into CLOSED SESSION
Recommendation	THAT the Upper Canada District School Board Audit Committee moves into CLOSED SESSION ~ April 9, 2024

**Audit Committee
OPEN SESSION**

April 9, 2024 – 6:00 pm

Item A7	REPORT FROM CLOSED SESSION
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**Audit Committee
OPEN SESSION**

April 9, 2024 – 6:00 pm

Item A8	ADJOURNMENT
Recommendation	THAT the Upper Canada District School Board Audit Committee adjourn ~ April 9, 2024