

**AGENDA: 3:00 p.m.**

1. Call to Order
2. Approval of the Agenda
3. Review of December 5, 2016 Audit Committee Report to Board
4. Action Items
  - Declaration of Conflicts of Interest – Signoff on form
5. Monitoring Items
  - Nil
6. Additional Items for Discussion
  - Update from Business Services/School Board Sector Issues
7. Resolution into Private Session as per the Education Act, Section 207.2
  - a) the security of the property of the board.
8. Meeting resumes in Public Session
9. Any Other Business
10. Adjournment

## COMMITTEE REPORT

Presented to: Board

Date of Meeting: December 12, 2016

From: Audit Committee

Date of Meeting: December 5, 2016

The committee held a meeting from 3:02 p.m. to 5:35 p.m. on December 5, 2016 at 20 Education Court, Hamilton, ON, in Meeting Room 301 with Trustee Van Geffen presiding.

Members present were: Trustees Jeff Beattie, Greg Van Geffen and Todd White. External member present was: Carol Calvazara. Regrets were received from Jean Byrnes.

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### **ACTION ITEMS:**

#### **A. Update from Regional Internal Audit Team: Ministry Memo 2016: SB31 – Update on Regional Internal Audit Consistency Measures**

J. Baker provided an update on the work that has been done provincially with Regional Internal Audit Teams to ensure consistency in practices and reporting.

On the motion of J. Beattie **the Audit Committee receive and endorse the revised Regional Internal Audit Mandate.**

**CARRIED**

#### **B. Rise and Report from Private session**

That the following be recommended for approval:

- **The 2015-16 annual audited consolidated financial statements of the Hamilton-Wentworth District School Board.**

### **MONITORING ITEMS:**

#### **C. Update from Business Services/School Board Sector Issues**

S. Zucker provided an update on staff changes in Business Services.

Respectfully submitted,  
Greg Van Geffen, Chair of the Committee

**Declaration to the Chair of the Audit Committee of  
the Hamilton-Wentworth District School Board  
by a Member of the Audit Committee  
as to Whether or Not the Member has a Conflict of Interest**

1.) **This Declaration applies to:**  
*(check one)*

- a) **the Committee meetings of the Audit Committee for the fiscal year 2016-17;**
- b) **any changes subsequent to the fiscal year declaration.**

2.) I \_\_\_\_\_, declare that I do not have a conflict of interest as  
*(name of member)*  
defined by Subsection 4(2) of O. Reg 361/10, *Education Act*, RSO 1990  
C.E-2.  
*(strike out if inapplicable)*

3.) I \_\_\_\_\_, declare that I have a conflict of interest as defined  
*(name of member)*  
by Subsection 4(2) of O. Reg 361/10, *Education Act*, RSO 1990 C.E-2  
because one or more of my: parent(s), child(ren) or spouse is/are employed  
by the Board at this time.  
*(strike out if inapplicable)*

Dated at City, Ontario this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
**Audit Committee Member**

**Note: Subsection 4(2) O. Reg 361/10, *Education Act*, RSO 1990 C.E-2 states:**

**“4(2) For the purposes of clause (1)(c), a person has a conflict of interest if his or her parent, child or spouse is employed by the board”.**

*Written declarations must be submitted to the Chair of the committee at the first meeting of the committee in each fiscal year as per Subsection 14(1) O. Reg 361/10.*