

### AGENDA: 3:00

1. Call to Order J. Beattie
2. Approval of the Agenda J. Beattie
3. Review of September 27, 2018 Audit Committee Report to Board J. Beattie
4. Declaration of Conflicts of Interest – Signoff on form J. Beattie
5. Monitoring Items  
a) Compliance Report S. Zucker
6. Update on School Board Sector Issues S. Zucker
7. Correspondence Response to September 27, 2018 Motion S. Zucker  
**(to be distributed separately)**  
*RESOLUTION #18-115: that a term-end feedback letter in support of the work of the Regional Internal Audit Team be drafted on behalf of the Audit Committee and brought back to the November 15 meeting.*
8. Resolution into Private Session as per the Education Act, Section 207.2 J. Beattie
  - a) the security of the property of the board.
  - b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian.
9. Meeting resumes in Public Session
10. Rise and Report
11. Any Other Business J. Beattie
12. Adjournment Chair

## COMMITTEE REPORT

Presented to: Board

Date of Meeting: October 15, 2018

From: Audit Committee

Date of Meeting: September 27, 2018

The committee held a meeting from 3:01 p.m. to 6:00 p.m. on September 27, 2018 at 20 Education Court, Hamilton, ON, in Meeting Room 340D with Trustee Beattie presiding.

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

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### **ACTION ITEMS:**

#### **A. Election of the Chair**

On the motion of Greg Van Geffen, the **Audit Committee RECOMMENDS** that the appointment of the **Chair be deferred until the March 2019 meeting**

**CARRIED**

#### **B. Annual Reports to the Board of Trustees and Ministry for 2017-18**

Staff presented the two annual reports on the new Ministry provided templates that are required under Regulation 361/10.

On motion of Greg Van Geffen, the Audit Committee **RECOMMENDS** that the **“Annual Report to the Board of Trustees for the year ended August 31, 2018” be forwarded to the Board of Trustees for information.**

**CARRIED**

On motion of Todd White, the Audit Committee **RECOMMENDS** that the **“Annual Report to the Board of Trustees and Forwarded to the Ministry of Education for the year ended August 31, 2018” be sent to the Ministry.**

**CARRIED**

#### **C. Annual Review of Audit Committee Terms of Reference**

On the motion of John Laratta the **Audit Committee RECOMMENDS** that the review of the **Audit Committee Terms of Reference be deferred until the March 2019 meeting.**

**CARRIED**

#### **D. Update from the Regional Internal Audit Team (RIAT)**

Jenny Baker, Regional Internal Audit Manager presented the report and indicated that follow up audits will be performed on School Generated Funds, Personalized Transportation, BAS Analytics and Attendance Support. RIAT staff are in compliance with International Standards for the Professional Practice of Internal Auditing for their designation. She provided information on a RFP (request for proposal) that had been awarded to Deloitte before the provincial election that was to look at the RIAT structures province wide to bring consistency to the various teams.

On the motion of Todd White, the **Audit Committee RECOMMENDS** that a **term-end feedback letter in support of the work of the Regional Internal Audit Team be drafted on behalf of the Audit Committee and brought back to the November 15 meeting.**

**CARRIED**

**MONITORING ITEMS:**

**E. Review of Audit Committee Work Plan**

Staff reviewed the planned activities for the year for the Audit Committee.

**F. Update on School Board Sector Issues**

Staff updated the Committee on school board sector issues including how the new government is doing a line by line review of EPOs and this is delaying the receipt of some of these funds.

Respectfully submitted,  
Jeff Beattie, Chair of the Committee

# Hamilton-Wentworth District School Board Compliance Report

November 15, 2018  
Hamilton-Wentworth District School Board  
20 Education Court  
Hamilton, ON  
L9A 0B9

TO: Audit Committee of the Hamilton-Wentworth District School Board

RE: School Board Compliance Report

During the 2017/18 fiscal year, nothing has come to our attention that would lead us to believe that the Hamilton-Wentworth District School board was not compliant with the current federal and provincial Acts, Regulations and Statutes.

11/03/2018  
Date (Month, Day, Year)

  
Director of Education