

### Virtual Meeting Norms:

- All callers are to place themselves on mute
- Roll call is in place for attendance and for questions

The audio portion of this committee meeting will be made available on our website the day following the meeting.

### AGENDA: 6:30

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|---|------------|
| 1. Call to Order  | C. Bingham |
| 2. Approval of the Agenda   | C. Bingham |
| 3. Review of November 13, 2019 Audit Committee Report to Board                          | C. Bingham |
| 4. Declaration of Conflicts of Interest – Signoff on form (if not done at last meeting) | C. Bingham |
| 5. Update on School Board Sector Issues   | S. Zucker  |
| 6. Update from Regional Internal Audit Team   | J. Baker   |
| 7. Matters Rising from the Private Session  | C. Bingham |
| 8. Any Other Business   | C. Bingham |
| a) Proposed Meeting Dates 2020-2021 (Thursdays, 5:30-7:30)                              |            |
| September 24, 2020  |            |
| November 12, 2020   |            |
| March 25, 2021  |            |
| May 27, 2021  |            |
| 9. Adjournment  | C. Bingham |

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: November 25, 2019

From: Audit Committee

Date of Meeting: November 13, 2019

The committee held a meeting from 5:39 p.m. to 8:14 p.m. on November 13, 2019 at 20 Education Court, Hamilton, ON, in Meeting Room 340D with Trustee Danko presiding.

Members present were: Trustees Dawn Danko and Paul Tut. External members present were: John Laratta. Regrets were received from Trustee Christine Bingham and external member Carol Calvazara

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**MONITORING ITEMS:**

**A. School Board Compliance Report for the 2018/19 Fiscal Year**

Staff presented the report and noted that HWDSB was compliant with all statutory regulations.

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

Stacey Zucker provided updates on the Boards Safe Schools: Bullying Prevention & Intervention Review Panel, as well as Bell Time Study being conducted through transportation to create efficiencies.

**ACTION ITEMS:**

**C. Presentation of the Consolidated Financial Statements of the Hamilton-Wentworth District School Board for the Year Ended August 31, 2019**

David Marks, KPMG, presented the Consolidated Financial Statements of the Hamilton-Wentworth District School Board for the year ended August 31, 2019. He reported, that in KPMG's opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Hamilton-Wentworth District School Board as of August 31, 2019 and the results of its operations are in accordance with PSAB GAAP. The Audit Findings Report was also presented.

On the motion of Paul Tut, the Audit Committee **RECOMMENDS: That the 2018-19 Consolidated Financial Statements of the Hamilton-Wentworth District School Board for the Year Ended August 31, 2019 be forwarded to the Board of Trustees for approval.**

**CARRIED**

Respectfully submitted,  
Dawn Danko, Acting Chair

**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 2019-20;**
- 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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
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.*



## MEMO

To: Hamilton Wentworth District School Board Audit Committee  
From: Jenny Baker, Regional Internal Audit Manager  
Date: 28 May 2020  
Subject: Regional Internal Audit Status Report – Public Session

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This memorandum will serve to update the Audit Committee of the Regional Internal Audit Team's work since November 13, 2019.

### A. Other

#### **Annual Independence Assertion**

In compliance with S1110 of the International Standards for the Professional Practice of Internal Auditing, I am confirming that the regional internal audit team is organizationally independent and has been allowed to carry out its' responsibilities in an unbiased manner, free from interference in determining the scope of internal audit projects, performing work, and communicating results.