

### **PUBLIC AGENDA: 6:00pm**

1. Call to Order/ Roll Call
2. Land Acknowledgement
3. Approval of the Agenda
4. Declaration of Conflicts of Interest – Reminder to sign off on form
5. Review of September 17, 2024, Audit Committee Minutes Reported to Board
6. Update from Regional Internal Audit Team (RIAT) \* if needed
7. Update from External Audit Team (KPMG) \* if needed
8. Compliance Report
9. Update on School Board Sector Issues
10. Update on Non-Board (External) Member Recruitment
11. Resolution into Private Session as per the Education Act, Section 207(2)  
A meeting of a committee of a board, including committee of the whole board, may be closed to the public when the subject/matter under consideration involves,
  - 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;
  - c) the acquisition or disposal of a school site;
  - d) decisions in respect of negotiations with employees of the board; or
  - e) litigation affecting the board. R.S.O. 1990, c.E.2,s.207 (2);2021, c. 4, Sched.11, s. 7 (1)

**AUDIT COMMITTEE WORK PLAN 2024-2025**

<b>DATE</b>	<b>OPEN</b>
<b>September 17, 2024</b>	Review annual work plan Declarations of Conflicts of Interest - Form Sign Off Annual Report to the Board of Trustees and Ministry of Education on 2023-2024 Annual Review of Audit Committee Terms of Reference Review Regional Internal Audit Mandate Regional Internal Audit Team Update
<b>November 12, 2024</b>	Review compliance report (2023-2024) Regional Internal Audit Team Update
<b>March 18, 2025</b>	Regional Internal Audit Team Update
<b>June 4, 2025</b>	Regional Internal Audit Team Update  Regional Internal Audit Annual Independence Certification

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: October 7, 2024

From: Audit Committee

Date of Meeting: September 17, 2024

The committee held a hybrid meeting from 6:01pm to 6:23pm on September 17, 2024, with Trustee Dawn Danko presiding.

Participating Members were Trustees Dawn Danko and Todd White.  
External Members participating were Divya Iyengar and Angela Zehr.  
Regrets received from Trustee Paul Tut.

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**ACTION ITEMS:****A. Election of the Chair**

On the motion of External Member Divya Iyengar, **the Audit Committee appoints Trustee Dawn Danko as Chair of the Audit Committee for 2024-2025.**

**CARRIED****B. Annual Reports to the Board of Trustees and Ministry for 2023-24**

Staff presented the two annual reports that are required under Regulation 361/10.

On motion of Trustee Todd White, the Audit Committee **RECOMMENDS that the “Annual Report to the Board of Trustees for the year ended August 31, 2024” be forwarded to the Board of Trustees for information.**

**CARRIED**

On motion of Trustee 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, 2024” be sent to the Ministry.**

**CARRIED****MONITORING ITEMS:****C. Review of Audit Committee Work Plan and Audit Committee Terms of Reference**

Committee members reviewed both items. Staff will revise both documents as needed to reflect any changes because of the upcoming release of the Public Sector Accounting Standards (PSAS).

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

Staff advised the committee of the appointment of Jill Dunlop to the role of Minister of Education effective August 16, 2024

Staff advised the committee of the Board’s submission to the Ministry’s launch of the 2024-25 Capital Priorities Program.

An update was provided on the resignation of Trustee Ray Mulholland after 52 years of services to HWDSB. The Board is exploring options to fill the Ward 4 vacancy.

A brief update was provided on the work being finalized to update the Code of Conduct for Trustees.

A brief update was provided on the clarification being requested on format of attendance for Board meetings.

**E. Update from External Audit Team**

Rodrigo Ruezga Gutierrez from KPMG advised that the background procedures and set-up have commenced for the upcoming year-end audit.

**F. Update from Regional Internal Audit Team**

Andrea Eltherington provided an update on the continued professional development completed by the Regional Internal Audit Team.

Respectfully submitted,  
Dawn Danko, Chair of the Committee

Reference: [Committee Package](#) and [Recording](#)

## Hamilton-Wentworth District School Board

November 12, 2024  
Hamilton-Wentworth District School 20  
Education Court  
Hamilton, ON L9A  
0B9

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

RE: School Board Compliance Report

During the 2023-24 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.

November 12, 2024



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Date (Month, Day, Year)

Director of Education