

PUBLIC AGENDA: 6:00pm

1. Call to Order/ Roll Call
2. Land Acknowledgement
3. Approval of the Agenda
4. Audit Committee Work Plan
5. Declaration of Conflicts of Interest – Reminder to sign off on form
6. Review of November 12, 2024, Audit Committee Minutes Reported to Board
7. Update from Regional Internal Audit Team (RIAT)
8. Update from External Audit Team (KPMG)
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

DATE	OPEN
September 17, 2024	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
November 12, 2024	Review compliance report (2023-2024) Regional Internal Audit Team Update
March 18, 2025	Regional Internal Audit Team Update
June 4, 2025	Regional Internal Audit Team Update Regional Internal Audit Annual Independence Certification

**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 first Committee meeting of the Audit Committee for the fiscal year 2024-25;**
- 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 _____, Ontario this _____ day of _____, 2025.

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.

COMMITTEE REPORT

Presented to: Board

Date of Meeting: November 18, 2024

From: Audit Committee

Date of Meeting: November 12, 2024

The committee held a hybrid meeting on November 12, 2024, at 6:00pm with Trustee Dawn Danko presiding.

Members: Trustees Dawn Danko, Paul Tut * and Todd White *.

External Members: Divya Iyengar* and Angela Zehr*

* Electronic participation, ^(R)Regrets

MONITORING ITEMS

A. Compliance Report

As per section 361/10 of the Education Act, staff presented the compliance report on behalf of the Director of Education, confirming that nothing has come to the Board's attention that would lead us to believe that we are not compliant with current federal and provincial acts, regulations and statutes.

B. School Board Sector Updates

Staff provided an update on the general status of board operations. The board is in the process of implementing curriculum, collective agreements, terms and conditions and the multi-year strategic plan. In early 2025, staff will begin preparation for the 2025-26 budget process.

C. Non-Board (External) Member Recruitment

Staff provided an update relating to the recruitment of a new external committee member. The posting will be live in the very near future.

Respectfully submitted,
Dawn Danko, Chair of the Committee

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