



B.2 Director's Report to the Board

Date: 2015 11 24

Subject: **AUDIT COMMITTEE ANNUAL REPORT 2014-2015**

2.1.0 Background

2.1.1 Ontario Regulation 361/10 s.15 – “Audit Committees” requires Audit Committees to present an Annual Report with specific reporting categories to the Board of Trustees.

2.1.2 Trustee and Chair of the Audit Committee, Graham Lidstone presented the annual report to the Board of Trustees.

2.1.3 The Audit Committee consists of Trustee members Graham Lidstone, (Chair of the Committee), Susan Thayer, and Gladys Wiggins. Ex-officio members are Board Chair, Jennifer Sarlo and Lucia Reece, the Director of Education. External Audit Committee members are Kim Sachetta and Steve Nott. Board staff, who are present as a resource to the committee, are the Superintendent of Business and the Manager of Finance.

2.2.0 Information

2.2.1 The Annual Report of the Audit Committee for the Algoma District School Board is attached. (Attachments B.2 #1).

2.3.0 Recommendation

2.3.1 It is recommended that the Board receive the 2014-2015 Annual Report of the Audit Committee.

2.4.0 Proposed Resolution

2.4.1 That the Board receive the 2014-2015 Annual Report of the Audit Committee.

Annual Report to the Board of Trustees for the Year-ended August 31, 2015

This report summarizes the audit committee's actions for the year ending August 31, 2015.

Audit Committee Members

The following audit committee members are serving on the Audit Committee.

- Graham Lidstone – Chair
- Susan Thayer, Gladys Wiggins – Trustee representatives
- Kim Sachetta, Stephen Nott – External members

Assessment

At the beginning of the year, the five-year audit plan was reviewed and it was determined that an audit of "Backup – Information Technology & Communication" would be completed this year.

It was agreed the committee would meet at least three times throughout the year; all meetings were held as planned, in addition to a Training Session for Audit Committees, which was held at the board office and attended by ADSB's co-terminus board, Huron Superior Catholic District School Board, RIAT and the Ministry of Education.

The members in attendance at each committee meeting were as follows:

Member's Name	Oct 1, 2014	Nov 20, 2014	Jun 22, 2015
Graham Lidstone	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Susan Thayer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kim Sacchetta	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Stephen Nott	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Gladys Wiggins	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

Ex- officio Member

Chair of the Board, Jennifer Sarlo

Resources to the Committee

Director of Education, Lucia Reece
Superintendent of Business, Joe Santa Maria
Manager of Finance, Edith Harris & Christine Evoy

Governance

The Audit Committee was established March 21st, 2011. All of the members were independent in accordance with provision 3.(1) and 3.(2) of the regulation.

Internal / External Audit

Relationships with both internal and external auditors have been very good, with the internal auditor attending the October 1, 2014, November 20, 2014 and June 22, 2015 meetings of the committee and the external auditor attending the October 1st and November 20th meetings.

External Auditors

The external auditors, KPMG presented the Audit Plan to the committee for approval on October 1, 2014 and the committee has reviewed it. On November 20, 2014 the Audit Findings were presented to the committee and the financial statements were reviewed.

Internal Auditors

Requested changes to the audit mandate were made and the document was signed. The multi-year audit plan was presented and the internal audits for Backup – Information Technology & Communication was completed, but not finalized pending management review. RIAT will present their final report to the Audit Committee in 2015-16.

Audit Committee Training

On April 13, 2015, ADSB hosted a training session by Dan Duszczyzyn, Regional Internal Audit Coordinator. This was a joint training session with Huron Superior CDSB Audit Committee members and ADSB Audit Committee members. The training session covered the rationale behind the internal audit function, what constitutes an effective Audit Committee, roles and responsibilities etc.

Summary of the Work Performed

The following is a summary of work undertaken by the audit committee:

- Agreed to the approach and scope of the audit work to be undertaken by the auditors, both external and internal
- Reviewed the financial statements and received a report from the external auditors on the statements
- Received a report from the RIAT on the work undertaken by the internal audit function
- Approved next year's planned internal audit
- Performed a self-assessment.

By the signature noted below, we attest that we have discharged our duties and responsibilities respecting Ontario Regulation # 361/10.

On behalf of the Audit Committee

Graham Lidstone
Audit Committee Chairperson