



Halton District School Board

AUDIT COMMITTEE

Virtual Meeting meet.google.com/tme-yhcf-wzq (use calendar invite link or type into browser)

Tuesday, September 28, 2021

Public Session: 3:30 p.m.

PUBLIC SESSION AGENDA

1.0 – Opening

- 1.1 Welcome and Call to Order
- 1.2 Introduction and Remarks from Halton DSB Director of Education
- 1.3 Acknowledgement of Traditional Lands
- 1.4 Declarations of Possible Conflict of Interest/Annual Conflict of Interest Declaration Form *page 2*
- 1.5 Approval of the Agenda
- 1.6 Conduct of Virtual Meetings for the 2021/2022 Year

2.0 – Ratification / Action

page

- 2.1 Minutes of the Audit Committee Meetings
 - 2.1.1 Audit Committee Meeting, April 20, 2021 *pages 3-7*
 - 2.1.2 Audit Committee Meeting, May 18, 2021 *pages 8-9*
- 2.2 2.2.1 Appointment of Audit Committee Chair for 2021/2022 Per Regulation 361/10 Section 6(1) *page 10*
 - 2.2.2 Election of the Audit Committee Vice-Chair for 2021/2022 *page 11*
- 2.3 Approval of Business Transacted in Private Session (Chair)
- 2.4 Action Items
 - 2.4.1 Audit Committee Annual Report to the Board and Ministry *pages 12-16*
 - 2.4.2 Specified Procedures Report – 7 Month Report (Deloitte) *pages 17-44*
 - 2.4.3 Regional Internal Audit Status Report (J. Baker) *pages 45-47*

3.0 – Communication to the Audit Committee

page

- 3.1 For Information
 - 3.1.1 Timelines for Financial Reporting Presentation to Board (R. Negoii) *pages 48-49*

4.0 – Other Business

page

- 4.1 Special Acknowledgement for the Regional Internal Audit Manager
- 4.2 Public Questions and Answers (Submit via [Google Form](#))

5.0 – Adjournment

- 5.1 Motion to Adjourn

Date of Next Meeting – Tuesday, November 9, 2021

This publication is available in accessible formats upon request

**Declaration to the Chair of the Audit Committee of
the Halton 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) my initial appointment to the Audit Committee;
- ☐ b) the first Committee meeting of the Audit Committee for the fiscal year 2021;
- ☐ c) any other time during my appointment.

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 Burlington, Ontario this 28th day of September, 2021.

Audit Committee Member

Note: Subsection 4(2) O. Reg 361/10, *Education Act*, RSO 1990 C.E-2 states:

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. O. Reg. 361/10, s. 4 (2).

**Halton District School Board
Audit Committee Public Session Meeting Minutes
Tuesday, April 20, 2021**

Attendance:

Trustee Members: J. Gray, A. Collard (Vice-Chair), L. Reynolds (Chair)

Trustee Guests:

Public Representative: D. McKerrall,

Staff: S. Miller, R. Negoj, J. Sweetman, H. Camastro, C. Salemi, K. Samarin, A. Morrow

Regional Internal Audit Team:

External Auditor: L. Cheung

Regrets: J. Baker, S. Malik

Agenda Item 1.0

1.1 Call to Order

- The Chair called the meeting to order at 3:46 p.m.
- The Chair made acknowledgement of the work and dedication of the Public Representatives and thanked them for their time and service.

1.2 Acknowledgement of Traditional Lands

- On behalf of the Board, acknowledgement and thanks was given to the Mississaugas of the Credit First Nation for sharing their traditional territory.

1.3 Declarations of Possible Conflict of Interest

- No conflicts of interest were declared.

1.4 Approval of the Agenda

Motion: A. Collard/D. McKerrall

Be it resolved that the Agenda for the Public session of the Audit Committee Meeting for April 20, 2021 be approved as distributed.

Carried Unanimously.

Agenda Item 2.0

2.1 Minutes of the Audit Committee Meetings

2.1.1 Audit Committee Meeting, February 9, 2021

Motion: J. Gray/A. Collard

Be it resolved that the minutes from the Public Session Audit Committee Meeting held on February 9, 2021 be approved as distributed. **Carried Unanimously.**

2.2 Approval of Business Transacted in Private Session

Motion: J. Gray/D. McKerrall

Be it resolved that the business ratified in the Private Session of the Audit Committee Meeting held on April 20, 2021, in respect of the RIAT Status Update be approved and the report to be included in the summary to the Board of Trustees. **Carried Unanimously.**

2.3 Action Items:

2.3.1 External Audit Plan for 2020/2021 Financial Statement Audit

- The Superintendent of Business Services noted that as with prior years the Audit Committee is required to review and recommend to the Board of Trustees the approval of the audit plan and highlight any changes in the accounting standards that may be of any relevance.
- Fees are in accordance with the schedule that has been agreed to for the five-year term of the contract in accordance with OECM vendor of record.
- External Auditor presented the Annual Audit Plan for the 2021 fiscal year and responded to questions.
- Auditors will be focusing on any changes to processes and the impact on internal controls
- They will perform audits at five schools as in previous years but anticipates a lower volume of transactions to sample due to the pandemic-related school closures.
- Review of policies around Boards use of internal restricted reserves and the impact of that policy decision on Boards future spending decisions not within normal scope of Financial Audit. However, the external auditors do look at trends across Boards and do have a feedback mechanism with the Ministry.

Motion: A. Collard/D. McKerrall

Be it resolved that the Halton District School Board approve the external audit plan and the fees of \$77,420 excluding applicable taxes (attached as Appendix A) for the fiscal year ending August 31, 2021, prepared by the Board's external auditors, Deloitte LLP, and as recommended by the Audit Committee. **Carried Unanimously.**

2.3.2 *Regional Internal Audit Plan for 2021/2022*

- The Superintendent of Business Services, in the absence of the Regional Internal Audit Manager, presented the Regional Internal Audit Plan and responded to questions.
- The Audit Committee recommended revising the plan to replace the Payroll Audit with a Mental Health Audit of Staff and Students given that Payroll is not a top risk to HDSB and that there would be greater value in aligning the plan with the top risks identified as part of the Strategic Enterprise Risk Management (SERM) process.
- Payroll Audit is an administrative audit that will take staff time and was a result of a new system implementation. May not be a top risk because of the payroll module being integrated within the current HR system, so data transition was clean.
- Payroll Audit is within the scope of the Human Resources department and so is mental health of staff. Therefore, it would be the same staff that would be impacted by this change in audit direction.
- Trustees agreed that given the current circumstances there is an immediate need to ensure the mental health and well-being of staff and students.
- The Superintendent of Business Services will communicate with the Regional Internal Audit Manager regarding the new motion to defer the Payroll audit and in its place perform a Mental Health and Well Being audit of staff and students.
- It was identified that a Special Audit Committee Meeting may need to be called to review and discuss the revised Audit Plan.

Motion: D. McKerral/ J. Gray

Be it resolved that the Halton District School Board approve the 2021/2022 Regional Internal Audit Plan which includes the Network Penetration testing and a confirmation of the risk mitigation strategies defined to support the Equity and Inclusion strategic objective plus a follow-up review of Privacy and Special Education and any remaining actions plans identified during the Insurance Program Administration and Board Partnerships and Sponsorships audits.

Be it resolved that the Halton District School Board defer the Payroll audit in the 2021/2022 Regional Internal Audit Plan and in its place pursue an audit related to Mental Health and Well Being of both students and staff.

Carried Unanimously

2.3.3 *Payroll Audit Terms of Reference*

Discussion of details of the Terms of Reference was deferred due to changes in Regional Internal Audit Plan items selected for audit above.

Agenda Item 3.0**3.1 Information Items****3.1.1 Timelines for Financial Reporting Presentation to Board**

- The Superintendent of Business Services presented the Timelines for Financial Reporting Presentation to Board to the Committee for information.

3.1.2 Fraud Management Policy Update

- The Superintendent of Business Services provided an update on the Fraud Management Policy
- There will be an administrative change in title from Executive Officer of Human Resources to Superintendent of Human Resources. There were no changes to the roles or responsibilities of the position and the change does not need to go to the Board for approval.

-

3.1.3 Risk Management Policy and Administrative Procedure

- The Superintendent of Business Services shared the Risk Management Policy and Administrative Procedure
- It is going to the Board in May for recommendation for Board approval.

3.1.4 Updates to Audit Committee Webpage on HDSB Board Website

- The Chair provided an update on the Audit Committee webpage on HDSB Board website
- The HDSB website will be updated to include Audit Committee names and contact information. Audit Committee is Ministry regulated and helps with transparency and shows that we are compliant. Listing committee member's names is in alignment with other Board Committees.
- The Director of Education Miller has announced his retirement and the Trustees have obtained Joan Green and Associates for recruitment services. One task was to solicit feedback from our system to form a leadership profile. They will narrow down candidates for the Director position.
- The Chair of the Audit Committee provided acknowledgment and appreciation of the Director's service to the Committee as well as to the Halton District School Board.
- The Director acknowledged the significance of the Audit Committee and thanked the Trustees and Public Representatives who volunteered to be on the Committee. He also thanked the External Auditors and RIAT for their work. He thanked staff for keeping the focus on what is in the best interests for students.

Agenda Item 4.0

4.1 Public Questions and Answers

- None

Agenda Item 5.0

5.1 Adjournment

- The meeting was adjourned at 4:57 pm.
- Next scheduled meeting date – Tuesday September 28th, 2021

**Halton District School Board
Audit Committee Public Session Meeting Minutes
Tuesday, May 18, 2021**

Attendance:

Trustee Members: J. Gray, A. Collard (Vice-Chair), L. Reynolds (Chair)

Trustee Guests:

Public Representative: D. McKerrall, S. Malik

Staff: S. Miller, R. Negoj, J. Sweetman, H. Camastro, C. Salemi, K. Samarin, A. Morrow, L. Cadotte, D. Boag, S. Taha, M. Bates, J. Amoah

Regional Internal Audit Team: J. Baker

External Auditor:

Regrets:

Agenda Item 1.0

1.1 Call to Order

- The Chair called the meeting to order at 3:00 p.m.

1.2 Acknowledgement of Traditional Lands

- On behalf of the Board, acknowledgement and thanks was given to the Mississaugas of the Credit First Nation for sharing their traditional territory.

1.3 Declarations of Possible Conflict of Interest

- No conflicts of interest were declared.

1.4 Approval of the Agenda

Motion: D. McKerrall/ J. Gray

Be it resolved that the Agenda for the Public session of the Audit Committee Special Meeting for May 18, 2021 be approved as distributed.

Carried Unanimously.

Agenda Item 2.0

- No items for Ratification or Action
None.

Agenda Item 3.0

- No items for Communication to the Audit Committee
None.

Agenda Item 4.0***4.1 Regional Internal Audit Plan 2021-2022 (Board Report #21067) Mental Health and Well-Being of Staff and Students Audit***

- The Superintendent of Business Services explained that typically there are two audits annually. However, with the addition of Mental Health and Well-Being of Staff and Students Audit the plan will contain four audits which would include: 1) Risk Mitigation Strategies for Equity and Inclusion, 2) Network Penetration Testing, 3) Mental Health and Well-Being of Students and 4) Mental Health and Well-Being of Staff.
- The Regional Internal Auditor noted based on the audit timing and resources, all four audits could not be completed within one year.
- The Committee acknowledges the audits of Mental Health and Well-Being are not typical audits and agree there should be time allowed to approach each individual audit. Time should be allowed for a thorough audit starting with information gathering in the Fall 2021 to find out what baseline measurements exist and determining a needs assessment.
- The Superintendent of Human Resources noted there will be some convergent themes between the Equity and Inclusion and Mental Health and Well-Being Audits. Mental Health and Well-Being can be impacted by Equity and Inclusion may have an audit overlap depending on the scope of audit.
- It was concluded no changes were required to the motion to Board from the April 2021 meeting. Management and the Regional Internal Auditor will provide an update at the September meeting. Although all audits will remain on the schedule for the 2021-22 fiscal year, not all four audits will be completed within the year, and some will carry over into 2022-23.

Agenda Item 5.0***5.1 Adjournment***

- The meeting was adjourned at 3:52 pm.
- Next scheduled meeting date – Tuesday September 28th, 2021



Halton District School Board

Date: September 28, 2021

FOR DECISION

TO: Audit Committee

FROM: Roxana Negoï, Superintendent of Business Services and Treasurer

RE: **Election of Audit Committee Chair 2021/2022**

Warrant

This report outlines the requirements under the Audit Committee Regulation to hold an election of the Audit Committee Chair

Background

The election of the Audit Committee Chair is required at the September meeting as per Audit Committee Regulation 361/10.

Chair of the audit committee

6. (1) At the first meeting of the audit committee in each fiscal year, the members of the committee shall elect the chair of the committee for the fiscal year of the board from among the members appointed to the committee. O. Reg. 361/10, s. 6 (1); O. Reg. 204/15, s. 1.

Audit Committee members will be asked to put their names forward for consideration as Chair at the meeting.

Recommendation

Be it resolved that _____ be appointed as Chair of the Audit Committee for the 2021/2022 fiscal year

Respectfully submitted,

Roxana Negoï, Superintendent of Business Services and Treasurer



Halton District School Board

Date: September 28, 2021

FOR DECISION

TO: Audit Committee

FROM: Roxana Negoï, Superintendent of Business Services and Treasurer

RE: **Election of Audit Committee Vice-Chair 2021/2022**

Warrant

This report outlines the process to hold an election of the Audit Committee Vice-Chair

Background

The election of the Audit Committee Chair is required at the September meeting as per Audit Committee Regulation 361/10. The Halton District School Board Audit Committee also holds an election process for a Vice-Chair to act in the capacity of Chair in the absence of the Audit Committee Chair. The election of the Audit Committee Vice-Chair will follow the election of the Audit Committee Chair.

Audit Committee members will be asked to put their names forward for consideration as Vice-Chair at the meeting.

Recommendation

Be it resolved that _____ be appointed as Vice-Chair of the Audit Committee for the 2021/2022 fiscal year

Respectfully submitted,

Roxana Negoï, Superintendent of Business Services and Treasurer



Halton District School Board

Date: September 28, 2021

FOR DECISION

TO: Audit Committee

FROM: Roxana Negoï, Superintendent of Business Services and Treasurer

RE: **Audit Committee Annual Report to the Board of Trustees**

Background

The Halton District School Board (HDSB) Audit Committee met on September 28, 2021. The purpose of the meeting included;

1. To review the 2020/2021 Annual Reports to the Board of Trustees and to the Ministry

Review of 2020/2021 Audit Committee Annual Report to the Board of Trustees

Under Ontario Regulation 361/10, S. 15 (1), the Audit Committee shall submit to the board an annual report. The annual report contains the information prescribed under the regulation.

Review of the 2020/2021 Audit Committee Annual Report to the Ministry

Under Ontario Regulation 361/10, S. 15 (2), the board shall submit information to the Minister on audit work performed since the last report and work planned for the upcoming period. The annual report contains the information prescribed under the regulation.

Recommendation

Be it resolved that the Audit Committee approve the 2020/2021 Annual Report to the Board of Trustees and the 2020/2021 Annual Report to the Ministry and forward the reports to the Board of Trustees for acceptance.

Respectfully submitted,

Roxana Negoï, Superintendent of Business Services and Treasurer

Annual Report to the Board of Trustees For the year ended August 31, 2021

Public Session

This report summarizes the audit committee's actions for the year ending August 31, 2021.

Audit Committee Members

The Audit Committee consisted of the following members:

- Jeanne Gray – Chair, Trustee Representative
- Leah Reynolds, Vice-Chair, Trustee Representative
- Amy Collard, Trustee Representative
- Dan McKerrall, External Public Representative
- Sana Malik, External Public Representative

In addition, staff attendees at the Committee meetings included:

- Stuart Miller – Director of Education
- Roxana Negoï – Superintendent of Business Services and Treasurer
- Jackie Sweetman – Controller of Financial Services
- Heather Camastro – Manager of Accounting
- Carrie Salemi – Manager of Accounting, School Financial Services
- Kathryn Samarin – Supervisor of School Financial Services
- Alisia Morrow – Executive Assistant to the Superintendent of Business Services and Treasurer
- Jenny Baker – Regional Internal Audit Manager
- David Tonin – Partner, Audit & Assurance, Deloitte LLP (to November 2020)
- Lilian Cheung – Partner, Audit & Assurance, Deloitte LLP

Additional trustee guests attending Audit Committee meetings are noted in the minutes.

Administrative Tasks

At the beginning of the year and in accordance with recommended good practice various administrative tasks were completed. These included:

- requesting declaration of any conflicts of interest
- appointing an Audit Committee Chair and Vice-Chair
- developing a work plan;
- developing a meeting schedule and agenda for the year; and

- updating the Audit Committee Governance Policy and Audit Committee Governance Procedure
- evaluating the performance of the external auditors and regional internal auditors
- completing an annual committee self-evaluation

Meetings

The previous annual report (approved at Audit Committee meeting September 29, 2020) summarized the meetings up to September 28, 2020 and dealt with matters related to the 2019/2020 fiscal year. For matters dealing with 2020/2021, there were four meetings throughout the year. All meetings were held as planned. The regulation requires that the attendance record of the members of the committee be included in the report.

The members in attendance at each meeting were as follows:

Member's Name	November 10, 2020 (Virtual)	February 9, 2021 (Virtual)	April 22, 2021 (Virtual)	May 18, 2021 Special (Virtual)	September 28, 2021 (Virtual)
Jeanne Gray	X	X	X	X	
Amy Collard	X	X	X	X	
Leah Reynolds	X	X	X	X	
Dan McKerrall	X	X	X	X	
Sana Malik	X	X	Absent	X	

A meeting will be held in November 2021 for the presentation of the draft 2020/2021 audited financial statements.

The Regulation also requires the Audit Committee Chair to provide an oral or written report to the Board of Trustees summarizing the matters discussed at each meeting and a written report of any recommendations for the Board to approve. Information was provided to the Board of Trustees after each of the meetings.

Governance

The Audit Committee operated throughout the fiscal year ending August 31, 2021. All of the members satisfied the eligibility requirements in accordance with Ontario Regulation 361/10.

External Auditors

The external auditors, Deloitte LLP, presented the scope and extent of their work for the 2020/2021 audited financial statements to the committee, which the committee reviewed and recommended for approval at the April 22, 2021 meeting. The external auditors confirm their independence in conjunction with the presentation of the draft financial statements. The Audit Committee reviewed and recommended the approval of the annual audited financial statements for the 2019/2020 year on November 10, 2020.

As per the Board Executive Limitations Policy, external audit services were tendered for the 2020/2021 fiscal year. The Audit Committee recommended the re-appointment of Deloitte LLP as the board's external auditors for 2020/2021 fiscal year during the meeting held February 9, 2021.

Regional Internal Audit Team

The Audit Committee reviewed and approved the internal audit plans for the school board, reviewed, and discussed interim and year end reports summarizing the results of the audit work and recommendations made by the Regional Internal Audit Team.

Summary of the work performed

In addition to the items noted above, the following outlines further work performed by the Audit Committee in the last 12 months:

- Reviewed the fees charged by the external auditors in respect of the 2020/2021 financial statement audit;
- Followed up on any issues discussed at previous meetings;
- Discussed External and Regional Internal Audit Assessments;
- Held private meetings (i.e. exclusive of Management) with External Auditor and Regional Internal Auditors;
- Reviewed the Fraud Management and Prevention Policy and Risk Management Policy
- Received the Strategic Enterprise Risk Management Annual Report and Fraud Management Annual Report and ongoing updates throughout the year

The Audit Committee is grateful to all of the participants for the interchange of ideas and expertise from the attendees. It is the interaction of all involved that allows us to be successful and to satisfy our duties and responsibilities under Ontario Regulation 361/10.

On behalf of the Audit Committee

Leah Reynolds
Audit Committee Chair 2020/2021

**Annual Report to the Board of Trustees and Forwarded
To the Ministry of Education
for the year ended August 31, 2021**

District School Board Name: Halton District School Board

Fiscal Year: 2020/2021

Re: Annual audit committee report to the Ministry of Education as per Ontario Regulation 361/10

During the 2020/21 fiscal year, the following internal audits or other engagements were completed by the regional internal audit team but not presented to the Audit Committee by August 31st:

- Procure to Pay Audit
- Insurance Program Administration Follow-Up Audit
- Board Partnerships and Sponsorships Follow-Up Audit
- Special Education Follow-Up Audit
- Privacy and Information Management Follow-Up Audit

In addition to those listed above, there were no additional completed in the 2020/21 fiscal year:

Based on the multi-year internal audit plan, we are not expecting any enrolment audits to be performed.

_____	_____	<u>Leah Reynolds</u>
Date	Signature	Audit Committee Chair 2020/2021



Halton District School Board

Date: September 28, 2021

FOR INFORMATION

TO: Audit Committee

FROM: Roxana Negoï, Superintendent of Business Services and Treasurer

RE: **Specified Procedures Report – Seven-Month Report**

The purpose of this report is to inform the Audit Committee of the recent Seven-Month Report and “Accountants’ Report with respect to the period from September 1, 2020, to March 31, 2021” dated May 12, 2021 submitted to the Ministry of Education.

Background:

Under Public Sector Accounting Board (PSAB) standards, the province is required to consolidate broader public sector organizations into the province’s audited financial statements. To meet this requirement, the Seven-Month Report (also known as the “March Report”) must be completed annually by school boards.

The fiscal year of the Province is April 1 to March 31. This fiscal year for school boards is September 1 to August 31. In order to consolidate the financial statements of school boards into those of the Province, it is necessary for school boards to complete a Seven-Month Report each year covering the period September 1 to March 31. School boards must provide the asset and liability account balances as at March 31, Seven-Month revenues and expenses, supplementary notes information, government reporting entity balances and the Seven-Month capital activity. The Board’s auditor performs specified procedures as prescribed by the Ministry of Education on some of the schedules relating to the Seven-Month Report. The auditors then issue an Accountants Report with the results of the performance of the specified procedures.

Attached as Appendix A is the “Accountants’ Report with respect to the period from September 1, 2020, to March 31, 2021” dated May 12, 2021, prepared by the Board’s external auditor, Deloitte LLP, under Section 9100 (Specified Audit Procedures) of the Chartered Professional Accountants (CPA) Canada Handbook – Assurance and as such does not constitute a full audit.

The report outlines specific procedures performed and the results of those procedures. It is divided into three sections:

1. Section I details the Operating Revenues and Expenditures for the seven months,
2. Section II details the Capital Asset Activities for the seven months and
3. Section III details the Assets held for Sale.

At the end of Section III, on Page 9 of Appendix A, the specified procedures report states that “As a result of applying the above procedures, we found no exceptions.”

Attached as Appendix B are the supporting schedules from the Education Finance Information System (EFIS) and include:

1. Schedule 19 - Consolidated Statement of Financial Position
2. Schedule 20 - Revenues and Expenses at March 31, 2021
3. Schedule 22 – Tangible Capital Asset Continuity
4. Schedule 22A – Assets Held For Sale Continuity

Conclusion:

The EFIS schedules were submitted to the Ministry on May 11, 2021, and the Accountants' Report for the period September 1, 2020, to March 31, 2021, on May 13, 2021. The Ministry uses the information included in the Seven-Month Report to support the province's Public Accounts process.

Recommendation

Be it resolved that the Audit Committee receive for information, the Specified Procedures Report – Seven Month Report.

Respectfully submitted,

Roxana Negoï, Superintendent of Business Services and Treasurer

APPENDIX A

Accountants' Report with respect to the period from September 1, 2020 to March 31, 2021

To the Ministry of Education

As requested by Halton District School Board ("the Board"), we have performed the following procedures for the period from September 1, 2020 to March 31, 2021 ("the period"):

I. Schedules 19 and 20 of EFIS of the Board

We have obtained Schedules 19 and 20 of EFIS from the Board and performed the following:

1. With respect to Column A.1 we performed the following at March 31, 2021:
 - a. We obtained a summary of the trial balance (or general ledger) at March 31, 2021 of the Board and agreed the subtotals to Column A.1 of Schedules 19 and 20 and found them to be in agreement.
 - b. We agreed the following five items (assets/liabilities/accumulated surplus/(deficit)/revenues/expenses) over \$700,000 from the summary referred to in 1a. above, to the general ledger and found them to be in agreement.

Description in Summary	Amount at March 31, 2021
Cash and Cash Equivalents	\$107,537,805
A/R Municipalities	\$7,533,282
Other Employee Benefits Payable	\$14,491,120
Amounts from Deferred Revenue-Other Third Party	\$815,574
Fees and Contract Services	\$27,324,779

2. If applicable, we obtained the entry to reverse any amounts recorded during the seven-month period for school generated funds. We agreed the entry to supporting documentation and agreed to Column A.2 on Schedules 19 and 20.

The Board did not reverse any amounts recorded during the seven-month period; therefore, this procedure was not applicable.

3. If applicable, we obtained the entry to reverse any amounts recorded during the seven-month period for subsidiaries. We agreed the entry to supporting documentation and Schedules 19 and 20 (Column A.3).

The Board did not reverse any amounts recorded during the seven-month period; therefore, this procedure was not applicable.

4. We obtained a summary of the Column B.1 adjustments on Schedules 19 and 20, if any, to reverse entries over \$700,000 which recorded receivables and payables at August 31, 2020 and were not reversed in the Board's general ledger during the subsequent period. We randomly selected 20% of the entries (a minimum of five), agreed them to the supporting documentation and verified the amount was included in the summary of the entries. We agreed the summary of the entries to Column B.1 of Schedule 19 "Consolidated Statement of Financial Position", and Schedule 20 "Revenues and Expenses", as applicable.

The Board did not report any Column B.1 adjustments; therefore, this procedure was not applicable.

5. We obtained a summary of Column B.2 accrual adjustments on Schedules 19 and 20, if any, for adjustments over \$700,000 related to the period prior to March 31, 2020. We randomly selected 20% of the entries (a minimum of five), agreed them to the supporting documentation and verified the amount included in the summary of the entries related to the period prior to March 31, 2021. We agreed the summary of the entries to Column B.2 of Schedule 19 "Consolidated Statement of Financial Position", and Schedule 20 "Revenues and Expenses", as applicable.

The Board only recorded one accrual adjustment in Column B.2, which has been selected and agreed to supporting documentation:

Description of accrual	Amount at March 31, 2021
Fees from Individual-Day School	\$1,681,767

6. With respect to Column B.3 adjustments made to accrue the Ontario Financing Authority (OFA) loan interest, we recalculated the accrued amount and agreed to the adjustment on column B.3 of Schedules 19 and 20.

The Board did not report any Column B.3 adjustments; therefore, this procedure was not applicable.

7. We obtained supporting documentation for any Column C.1 adjustments made to reclassify Ministry Revenue between the various categories on Schedule 20 "Revenue". We agreed two entries to the supporting documentation.

The Board did not report any Column C.1 adjustments; therefore, this procedure was not applicable.

8. With respect to the revenue recorded for municipal taxes over \$700,000, we performed the following:

- a. With respect to the tax revenue for the period from September 1, 2020 to December 31, 2020:

We agreed the 2020 municipal tax revenue to the most current supporting documentation (for a maximum of two municipalities) and recalculated the revenue for the period by subtracting the amount included in revenue in the August 31, 2020 audited financial statements (being 62% of the 2020 tax revenue as included in Schedule 11B of EFIS for the year ended August 31, 2020) from the total 2020 tax revenues (based on most current information).

Municipality	2020 Tax Revenue
Milton	\$46,882,979
Burlington	\$85,777,879

- b. With respect to the tax revenue for the period from January 1, 2021 to March 31, 2021:

We recalculated the estimated 2021 municipal tax revenue for the period using 25% of the estimated 2021 tax revenue based on most current information. We agreed estimated 2021 tax revenue to supporting documentation. If current information regarding estimated 2021 tax revenue is unavailable, then the 2021 tax revenue for the period was estimated using 2021 tax revenue as included in Schedule 11A of the Revised Estimates for the year ending August 31, 2021.

- c. We agreed the 2020 supplementary taxes and write-offs (for a maximum of two municipalities) to supporting documentation and recalculated the revenue for the period by subtracting the amount included in line 3.4 in Schedule 9 of the 2019-2020 financial statements.

The Board did not report supplementary taxes or write-offs; therefore, this procedure was not applicable.

- d. If an amount greater than \$700,000 was reported on line 3.4, Column C.2 of Schedule 20 "Revenue", we asked management for the supporting listing that totalled the amount on line 3.4. We calculated the difference between the 2021 supplementary taxes and write-offs based on most current information and 2020 supplementary taxes and write-offs and agreed to the amounts on the listing (for a maximum of two municipalities).

The Board did not report supplementary taxes or write-offs; therefore, this procedure was not applicable.

- e. We agreed the total of 8a., 8b., 8c. and 8d. above to Local Taxation (line 3.5) in Column E on Schedule 20 "Revenue" after the adjustment, if any, in Column C.2. We agreed the adjustment amount to Schedule 19, "Consolidated Statement of Financial Position" Column C.2, line 1.4 or line 2.3.

The Board did not report any adjustment.

9. We verified the calculation of the allocation of tuition revenues to the period using the prescribed methodology prorated on the related number of school days. We agreed the adjustment, if over \$700,000, made to reflect this calculation in Schedule 20 "Revenue", and Schedule 19 "Consolidated Statement of Financial Position" in Column C.3.

10. With respect to salaries and benefits earned for the period, we obtained the payroll paid and payroll earned during the period from the Board, and performed the following:

- a. We obtained a listing of the general ledger entries and agreed the following amounts paid to the payroll journal, selecting from different employee groups, a maximum of five entries.

Description	Amount
Classroom Teachers-Salaries	\$548,355
(Para)Prof./Tech.-Salaries	\$20,005
School Office-Salaries	\$106,702
Board Admin.-Benefits	\$10,656
Coord. And Consult-Benefits	\$272

11. We obtained the calculation of the vacation pay accruals for any amounts over \$700,000 and performed the following:

- a. We obtained the supporting documentation for the two employee groups with the largest vacation pay accruals.

Employee Groups selected
SO
MASS

- b. We agreed a sample of the following five employees (allocated between the employee groups) to the records of vacation days outstanding, and the payroll rate. We recalculated the accrued vacation pay for those five employees.

Employee ID #	Employee Group
11089	SO
9362	SO
33632	MASS
1247	MASS
23280	MASS

- c. We agreed the adjustment to Column C.5 on Schedule 19, "Consolidated Statement of Financial Position" and Schedule 20 "Expenses".

12. We verified the mathematical accuracy of the prorated calculation of the employee future benefits liability and related expense adjustment, using the 2020-2021 estimates provided in the actuarial assessment at August 31, 2020 and found no differences. If 2020-2021 estimates are not provided in the August 31, 2020 assessment, verify if the Board has used 2019-2020 expenses as the basis for prorating. We agreed the total employee future benefits liability to the total in Column E, after the required adjustment to Column C.6, on Schedule 19, "Consolidated Statement of Financial Position", line 2.20. We agreed the adjustment to expenses to the total in Column C.6 on Schedule 20, "Expenses".

The Board did not report any employee future benefits liability adjustments over \$700,000; therefore, this procedure was not applicable.

13. We performed the following with respect to any other adjustments over \$700,000 provided by the Board:

- a. We obtained a summary of the other adjustment entries included in Column C.7 which related to the period prior to March 31, 2021 and required adjustment in Schedule 19 and 20.

The Board did not report any amounts in Column C.7 over \$700,000; therefore, this procedure was not applicable.

- b. We randomly selected 20% of the entries provided in a. above (a minimum of five) over \$700,000 as detailed below and compared to the supporting documentation. We verified the amount related to the period prior to March 31, 2021 was included in the summary of entries.

The Board did not report any amounts in Column C.7 over \$700,000; therefore, this procedure was not applicable.

- c. We recalculated the summary of entries which required adjustment and agreed the adjustment to Column C.7 on Schedules 19 and 20. We ensured that the entries balanced between Schedule 20, "Revenues and Expenses" and Schedule 19, "Consolidated Statement of Financial Position".

The Board did not report any amounts in Column C.7 over \$700,000; therefore, this procedure was not applicable.

- d. We enquired whether any statement of financial position items, which are historically adjusted in the General Ledger at August 31 each year, were considered and included in the adjustments provided in a. (Note that items to be considered include accrued liabilities, receivables, interest on sinking fund assets, etc.)

The Board did not report any amounts; therefore, this procedure was not applicable.

- e. We enquired whether any items, historically included in the General Ledger as a net amount during the year and restated to report as gross revenue and expenses at August 31 each year, were considered and included in the adjustments provided in a. (Note that items to be considered include special projects, federal government grants, capital projects, etc.)

The Board did not report any amounts; therefore, this procedure was not applicable.

- 14. With respect to the School Generated Funds, we obtained the amounts included in the Consolidated Statement of Financial Position in the audited financial statements for the year ended August 31, 2020, agreed to supporting documentation and Schedule 19, "Consolidated Statement of Financial Position" in Column G.
- 15. With respect to the Subsidiaries, we obtained the amounts included in the Consolidated Statement of Financial Position in the audited financial statements for the year ended August 31, 2020, agreed to supporting documentation and agreed to the Schedule 19, "Consolidated Statement of Financial Position" Column H.

II. Schedule 22

1. We obtained a detailed listing of tangible capital assets by asset class and agreed totals to corresponding columns by asset class in Schedule 22 of EFIS – “Tangible Capital Asset Continuity”.
2. We conducted the following procedures with respect to additions to buildings (40 years) and land for the period September 1, 2020 to March 31, 2021:
 - a. From the detailed listing of tangible capital assets for the seven-month period supporting the data in Schedule 22, we selected a sample of seven additions (five buildings and two land) as follows:

Asset Name	Asset ID #	Amount
Building		
Glen Williams PS	926	\$366,061
Iroquois Ridge HS	5440	\$43,760
Robert Baldwin PS	2004	\$157,623
Thomas A Blakelock HS	5701	\$71,435
North Oakville Elementary #2	24836	\$129,018
Land		
Frontenac PS	861	\$2,043
North Oakville Elementary #2	24836	\$64,285

- b. We selected one cost component included in each addition selected in a. and agreed the cost to specific documentation as follows:

Asset Name	Asset ID #	Supporting Documentation	Selected Amount
Building			
Glen Williams PS	926	Invoice #19149	\$32,732
Iroquois Ridge HS	5440	Invoice #1803	\$17,841
Robert Baldwin PS	2004	Invoice #42279	\$5,750
Thomas A Blakelock HS	5701	Invoice #16842	\$48,227
North Oakville Elementary #2	24836	Invoice #16123	\$33,595
Land			
Frontenac PS	861	Invoice #38341943	\$2,043
North Oakville Elementary #2	24836	Invoice #16123	\$64,285

- c. For the sample selected in b., we determined that the items were recorded in accordance with the “District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide” dated January 2021.

3. We conducted the following procedures with respect to Construction in Progress (CIP) assets:

- a. From the detailed listing of tangible capital assets for the seven-month period we selected two additions to CIP as follows:

Asset Name	Asset ID #	Amount
Nelson HS	5535	\$4,189,384
Milton SW#1 Secondary	24594	\$11,030,907

- b. We selected one cost component included in each addition selected in a. and agreed the costs to specific documentation as follows:

Asset Name	Asset ID #	Selected Amount	Supporting Documentation
Nelson HS	5535	\$332,720	Invoice #1723E
Milton SW#1 Secondary	24594	\$25,189	Invoice #20.287-20093016124

- c. For the sample selected in b., we determined that the items were recorded in accordance with the "District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide" dated January 2021.
- d. We selected one item from CIP that was transferred into an in-service asset class and performed the following:

The Board did not report any amounts; therefore, this procedure was not applicable.

- e. We traced the related project to an authorized completion certificate or equivalent.

The Board did not report any amounts; therefore, this procedure was not applicable.

4. We conducted the following procedure with respect to amortization of buildings:

- a. From the detailed listing of tangible capital assets for the seven-month period we selected a sample of five amortization expenses as follows:

Asset Name	Asset ID #	Amount
Building		
Brant Hills PS	232	\$166,027
Brookville PS	267	\$111,879
Forest Trail Public School	10909	\$221,761
Kilbride PS	1261	\$121,755
W I Dick PS	2405	\$192,432

- b. We recalculated the amortization in accordance with the "District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide" dated January 2021 and agreed to the amortization reported in the detailed listing of tangible capital assets for the seven-month period for the assets selected.

5. We conducted the following with respect to disposals of buildings and land:

- a. From the detailed listing of tangible capital assets for the seven-month period we selected a sample of three disposals as follows:

Asset Name	Asset ID #	Amount
HDSB - Computer Hardware (5 Years)	MTCA	\$2,093,150

The Board only had one disposal/write down for the seven-month period.

- b. We agreed the proceeds of disposition for the items selected in a. above to supporting documentation (indicate the supporting documentation, i.e., Agreement of Purchase and Sale).

Asset Name	Asset ID #	Supporting Documentation
HDSB - Computer Hardware (5 Years)	MTCA	Change in useful life from 5 years to 3

- c. We recalculated the gain/loss on disposal for the items selected in a. above and agreed to the gain/(loss) on disposal for that asset to the Board's data.

The Board did not report any gain/loss due to the write down noted above; therefore, this procedure was not applicable.

III. Schedule 22A

1. We obtained a detailed listing of assets held for sale by asset class and agreed totals to corresponding columns by asset class in Schedule 22A of EFIS – "Assets Held for Sale Continuity".
2. We conducted the following procedures for assets held for sale with respect to additions to land and land improvements with infinite lives, and building and land improvements with finite lives, for the period September 1, 2020 to March 31, 2021:

- a. From the detailed listing of assets held for sale for the seven-month period supporting the data in Schedule 22A, we selected a sample of three additions (one land and land improvement with infinite life and one building and one land improvement with finite life (if applicable)) and ensured that the criteria (PSAB handbook section 1201.55) to transfer into assets held for sale was met in the September 1, 2020 to March 31, 2021 period as follows:

The Board did not report any additions of assets held for sale; therefore, this procedure was not applicable.

- b. We selected one additional expenditure on assets held for sale and agreed the cost to specific documentation as follows:

The Board did not report any additional expenditures on assets held for sale; therefore, this procedure was not applicable.

Halton District School Board

May 12, 2021

Page 9

3. We conducted the following with respect to disposals of assets held for sale:

- a. From the detailed listing of assets held for sale for the seven-month period we selected a sample of two disposals as follows:

The Board did not report any disposals of assets held for sale; therefore, this procedure was not applicable.

- b. We agreed the proceeds of disposition for the items selected in a. above to supporting documentation (indicate the supporting documentation, i.e., Agreement of Purchase and Sale).

The Board did not report any disposals of assets held for sale; therefore, this procedure was not applicable.

- c. We recalculated the gain/loss on disposal for the items selected in a. above and agreed to the gain/(loss) on disposal for that asset to the Board's data.

The Board did not report any disposals of assets held for sale; therefore, this procedure was not applicable.

This report is for use solely in connection with the consolidation of the Board financial information into the financial statements of the Province of Ontario.

As a result of applying the above procedures, we found no exceptions. However, these procedures do not constitute an audit of these schedules and therefore, we do not express an opinion on Schedules 19, 20, 22 and 22A of EFIS as at March 31, 2021 and for the period from April 1, 2020 to August 31, 2020 and from September 1, 2020 to March 31, 2021.



Chartered Professional Accountants

Licensed Public Accountants

May 12, 2021

Schedule 19 Summary - Consolidated Statement of Financial Position

For the period ending March 31 2021

		March 31 2021
1	FINANCIAL ASSETS	
1.1.1	FP - Cash	113,332,202
1.1.2	FP - Cash Equivalents	-
1.2	FP - Temporary Investments	-
	<u>Accounts receivable</u>	
1.3	... FP - Accounts Receivable - Total GRE (Inter Entity)	300,690,091
1.4	... FP - Accounts Receivable - Municipalities	7,533,282
1.5	... FP - Accounts Receivable - Government of Canada	2,156,827
1.6	... FP - Accounts Receivable - Other Provincial Governments	-
1.7	... FP - Accounts Receivable - Other	3,498,166
1.8	FP - Investments longer than 1 year	-
1.9	FP - Assets Held for Sale	-
1.10	FP - Financial Assets - Other	-
1.11	TOTAL FINANCIAL ASSETS	427,210,568
2	LIABILITIES	
2.1	FP - Temporary Borrowing	-
	<u>Accounts payable</u>	
2.2	... FP - Accounts Payable - Total GRE (Inter Entity)	403,597
2.3	... FP - Accounts Payable - Municipalities	-
2.4	... FP - Accounts Payable - Government of Canada	-
2.5	... FP - Accounts Payable - Other Provincial Governments	-
2.6	... FP - Accounts Payable - Other	45,603,811
	<u>Accounts Payable and Accrued Liability</u>	
2.7	...FP - Accrued Interest on Debt - Non-OFA	756,444
2.7.1	...FP - Accrued Interest on OFA Loans	3,079,137
2.8	...FP - Other Accrued Payable and Liability	67,735,732
2.9	FP - Subtotal Accounts Payable and Accrued Liabilities	71,571,313
2.10	FP - Liabilities - Other	1,458,785
	<u>Net Debenture Debt, Capital Loans and Leases</u>	
2.11	... FP - Unmatured Debenture Debt	231,847,944
2.12	... Less: FP - Sinking Fund Assets	-
2.13	... FP - Debenture Debt Net of Sinking Fund Assets	231,847,944
2.14	... FP - Capital Loans	-
2.15	... FP - Capital Leases	-
2.16	FP - Net Debenture Debt, Capital Loans and Leases	231,847,944
2.17	FP - Deferred Revenue	19,768,784
	<u>Employee Benefits Payable</u>	
2.18	...FP - Worker's Compensation Liability	11,880,043
2.19	...FP - Other Employee Benefits Payable	14,491,120
2.20	FP - Subtotal Employee Benefits Payable	26,371,163
2.21	FP - Contaminated Sites	-
2.22	FP - Deferred Capital Contributions	624,711,871
2.23	TOTAL LIABILITIES	1,021,737,268

Schedule 19 Summary - Consolidated Statement of Financial Position

For the period ending March 31 2021

		March 31 2021
3	NET DEBT	-594,526,700
4	NON-FINANCIAL ASSETS	
4.1	FP - Prepaid Expenses	568,636
4.2	FP - Inventories of Supplies	-
4.3	FP - Tangible Capital Assets	861,445,546
4.4	TOTAL NON-FINANCIAL ASSETS	862,014,182
5	ACCUMULATED SURPLUS/(DEFICIT)	267,487,482
6	ACCUMULATED SURPLUS/(DEFICIT)	
6.1	Accumulated Surplus - Opening Balance Sept. 1, 2020	282,121,797
6.1.1	Adjustment for School Generated Funds and Subsidiaries	0
6.2	7-Month Surplus/Deficit - Sept 1, 2020 - Mar 31, 2021	-14,634,315
6.3	Accumulated Surplus - Closing Balance Mar. 31, 2021	267,487,482

Schedule 20 Summary: Revenues and Expenses March 31 2021

		DSB - Adjusted Balances - March 31, 2021
	REVENUES	
1	PROVINCIAL GRANTS - GRANTS FOR STUDENT NEEDS	
1.1	Legislative Grants - Current Year	283,586,067
1.2	Legislative Grants - Amounts from Deferred Revenue	4,568,196
1.3	Provincial Grants - Grants for Student Needs	288,154,263
2	PROVINCIAL GRANTS - OTHER	
2.8	Other EDU Grants - Amounts from Deferred Revenue	10,494,549
	Specify other grants for operating:	
2.9	ISP CUPE & EWAO	928,981
2.10		-
2.11		-
2.12		-
2.13		-
2.14		-
2.15	Provincial Grants - Other EDU	11,423,530
	Grants from Other Ministries and Other Government Reporting Entities (GRE)	
2.16	Provincial Employment Assistance Programs	-
2.17	Ministry of Citizenship & Immigration - Citizenship-Adult ESL-FSL	263,579
2.18	MLTSD Grant - Literacy and Basic Skills	-
2.19	MLTSD Grant - OYAP	144,548
2.20	MLTSD Grant-Ontario Employment Benefits and Support Measures(EBSM),formerly LDMA	-
2.21	Grants from Other Ministries - Amounts from Deferred Revenue	-
	Specify other grants from other ministries:	
2.22		-
2.23		-
2.24	Grants from Other GRE - Amounts from Deferred Revenue	-
	Specify other grants from other government reporting entities (GRE):	
2.25		-
2.26		-
2.27	Grants from Other Ministries and Other Government Reporting Entities (GRE)	408,127
2.32	Grant Accrual Re. 2021 Accrued Tax Adjustment	-
	Prior years' grant adjustments (specify):	
2.33		414,917
2.34		-
2.35	Grant Adjustments	414,917
2.40	Provincial Grants - Other	12,246,574
3	Local Taxation	
3.1	Tax Revenue from Municipalities	166,871,834
3.2	Tax Revenue from Unorganized Territories	-

Schedule 20 Summary: Revenues and Expenses March 31 2021

		DSB - Adjusted Balances - March 31, 2021
3.3	Tax Revenue Adjustment for 2020 Calendar Year	-
3.4	Tax Supplementary and Tax Write-offs Adjustment - Accrual Re. 2021 Amounts	-
3.5	Local Taxation	166,871,834
4	SCHOOL GENERATED FUNDS	
4.1	Elementary Schools Generated Funds and Other Revenues	-
4.2	Secondary Schools Generated Funds and Other Revenues	-
4.3	Amounts from Deferred Revenue - Schools Generated Funds	-
4.4	School Generated Funds Revenues	-
5	FEDERAL GRANTS & FEES	
5.1	Fees - Day School	-
5.2	Transportation Recoveries - Federal	-
5.3	Employment Assistance	-
5.4	Language Instruction for Newcomers to Canada (LINC)	270,115
5.5	Amounts from Deferred Revenue - Federal Government	-
	Specify other:	
5.6	CIC Settlement and Adaptation	571,347
5.7		-
5.8	Federal Grants and Fees	841,462
6	INVESTMENT INCOME	
6.1	Interest income	526,852
6.2	Interest on Sinking Fund Assets	-
6.3	Investment Income	526,852
7	OTHER FEES & REVENUES FROM SCHOOL BOARDS	
7.1	Transportation Recoveries - Other School Boards	-
7.2	Rental Revenue - Instructional Accommodation - Other School Boards	-
7.3	Rental Revenue - Non-Instructional Accommodation - Other School Boards	-
7.4	Northern Adjustment - Other School Boards	-
	Specify other:	
7.5		-
7.6		-
7.7	Total Other Fees and Revenues from School Boards	-
8	FEES & REVENUES FROM OTHER SOURCES	
8.1	Fees from Boards outside Ontario	-
8.2	Fees from Individuals - Day School - Ontario Residents	-
8.3.1	Fees from Individuals - Day School - Other - Transfer from Deferred Revenues	-
8.3.2	Fees from Individuals - Day School - Other - Not from Deferred Revenues	4,146,186
8.4	Fees from Individuals - Continuing Education	-
8.5	Transportation Recoveries from other sources	-
8.6	Rental Revenue - Instructional Accommodation - Other sources	-
8.7	Rental Revenue -Non-Instructional Accommodation - Other sources	-

Schedule 20 Summary: Revenues and Expenses March 31 2021

		DSB - Adjusted Balances - March 31, 2021
8.8	Rental Revenue from Community Use	-
8.9	Rental Revenue - Other	501,502
8.10	Insurance Proceeds Other than Capital Appurtenances	-
8.11	Cafeteria Income	-
8.12	Board Level Donations - To be Applied to Classroom Expenses.	-
8.13	Board Level Donations - Other	-
8.14	Government of Ontario - Non grant payment	443,697
8.15	Amounts from Deferred Revenue - Other Third Party	815,574
8.16	Education Development Charges - Transferred to Revenues	17,165,739
8.17	Fees for Extended Day Program related to Early Learning	-
8.18	Net Gain on Disposal of Assets	-
8.18.1	Revenue related to Benefit Plan Reserves	-
	Other Grants - Non-GREs (specify):	
8.19		-
8.20		-
	Specify other:	
8.21	Misc Revenue	312,097
8.22		-
8.23		-
8.24		-
8.25		-
8.26		-
8.27		-
8.28		-
8.29		-
8.30	Less: Revenue Recovery on Land Disposal	-
8.31	Fees and Revenues from Other Sources	23,384,795
8.31 = sum (8.1 to 8.29) - 8.30	
9	DEFERRED CAPITAL CONTRIBUTIONS	
9.1	Amortization of Deferred Capital Contributions	21,007,759
9.2	DCC on Disposal of Non-pooled and Unrestricted Assets	-
9.3	DCC Related to the Loss on Disposal of Restricted Assets	-
10	Total Revenues.	513,033,539

Schedule 20 Summary: Revenues and Expenses March 31 2021

		DSB - Adjusted Balances - March 31, 2021
11	EXPENSES	
11.1	Salaries and Wages	376,731,829
11.2	Employee Benefits	59,247,873
11.3	Staff Development	788,176
11.4	Supplies and Services	21,258,985
11.5	Interest Charges on Capital	6,325,772
11.6	Rental Expense	78,878
11.7	Fees and Contract Services	27,442,627
11.8	Other Expenses	13,894,889
11.9	Transfer to Other Boards	-
11.10	Amortization and Write Downs and Net Loss on Disposal	21,898,825
12	Total Expenses	527,667,854
13	Annual Surplus (Deficit).	-14,634,315

Schedule 22: Tangible Capital Asset Continuity - Gross Book Value

	Cost - Opening Balance at September 1	Cost - Adjustments to Opening Balance	Cost - 7-month Transfer Between Asset Classes	Cost - 7-month Additions and Betterments	Cost - 7-month Disposals/Deemed Disposals
Assets In Service					
Assets In Service - Land & Land Improvement with Infinite Lives	228,407,298	-	-	322,124	-
Assets In Service - Land Improvements	47,128,991	-	-	301,772	-
Assets In Service - Buildings - 40 years	871,211,714	-	-	7,661,411	-
Assets In Service - Other Buildings	112,268	-	-	0	-
Assets In Service - Portable Structures	7,219,093	-	-	0	-
Assets In Service - Equipment - 5 years	405,540	-	-	236,833	-
Assets In Service - Equipment - 10 years	3,823,923	-	-	22,555	-
Assets In Service - Equipment - 15 years	2,029,090	-	-	16,575	-
Assets In Service - First-time Equipping - 10 years	12,715,588	-	-	366,236	-
Assets In Service - Furniture	760,183	-	-	0	-
Assets In Service - Computer Hardware	7,158,846	-	-	4,082,226	-2,093,150
Assets In Service - Computer Software	711,760	-	-	-	-
Assets In Service - Vehicles under One Ton	0	-	-	-	-
Assets In Service - Vehicles over One Ton	0	-	-	-	-
Total Assets In Service	1,181,684,294	-	-	13,009,732	-2,093,150
Leasehold Improvements					
Leasehold Improvements - Land Improvements	0	-	-	-	-
Leasehold Improvements - Buildings	331,429	-	-	1,179,591	-
Leasehold Improvements - Other	0	-	-	-	-
Total Leasehold Improvements	331,429	-	-	1,179,591	-
Asset Permanently Removed From Service					
Asset Permanently Removed From Service - Buildings - 40 years	-	-	-	-	-
Total Asset Permanently Removed From Service	-	-	-	-	-
Construction In Progress Assets					
Construction In Progress - Buildings - 40 years	17,224,050	-	-	16,267,618	-
Construction In Progress - Buildings - 20 years	0	-	-	0	-
Construction In Progress - Portables	0	-	-	-	-
Pre-aquisition costs - Land	466,429	-	-	257,463	-
Pre-aquisition costs - Buildings	735,580	-	-	196,382	-
Total Construction In Progress Assets	18,426,059	-	-	16,721,463	-
Capital Leased Assets					
Capital Leased Assets - Land	0	-	-	-	-
Capital Leased Assets - Buildings	0	-	-	-	-
Capital Leased Assets - Other	0	-	-	-	-
Capital Leased Assets - Machinery and Equipment	-	-	-	-	-
Capital Leased Assets - Information Technology	-	-	-	-	-
Total Capital Leased Assets	0	-	-	-	-
TCA - Land	228,873,727	-	-	579,587	-
TCA - Non Land	971,568,055	-	-	30,331,199	-2,093,150
Total Tangible Capital Assets	1,200,441,782	-	-	30,910,786	-2,093,150
* The transfers column should net to zero.					

Schedule 22: Tangible Capital Asset Continuity - Gross Book Value

	Cost - 7-month CIP Transfer (In is +, Out is -)	Cost - 7-month Write Downs	Cost - 7-month Transfer to Financial Assets	Cost - Closing Balance March 31
Assets In Service				
Assets In Service - Land & Land Improvement with Infinite Lives	-	-	-	228,729,422
Assets In Service - Land Improvements	-	-	-	47,430,763
Assets In Service - Buildings - 40 years	-	-	-	878,873,125
Assets In Service - Other Buildings	-	-	-	112,268
Assets In Service - Portable Structures	-	-	-	7,219,093
Assets In Service - Equipment - 5 years	-	-	-	642,373
Assets In Service - Equipment - 10 years	-	-	-	3,846,478
Assets In Service - Equipment - 15 years	-	-	-	2,045,665
Assets In Service - First-time Equipping - 10 years	-	-	-	13,081,824
Assets In Service - Furniture	-	-	-	760,183
Assets In Service - Computer Hardware	-	-	-	9,147,922
Assets In Service - Computer Software	-	-	-	711,760
Assets In Service - Vehicles under One Ton	-	-	-	0
Assets In Service - Vehicles over One Ton	-	-	-	0
Total Assets In Service	-	-	-	1,192,600,876
Leasehold Improvements				
Leasehold Improvements - Land Improvements	-	-	-	0
Leasehold Improvements - Buildings	-	-	-	1,511,020
Leasehold Improvements - Other	-	-	-	0
Total Leasehold Improvements	-	-	-	1,511,020
Asset Permanently Removed From Service				
Asset Permanently Removed From Service - Buildings - 40 years	-	-	-	-
Total Asset Permanently Removed From Service	-	-	-	-
Construction In Progress Assets				
Construction In Progress - Buildings - 40 years	735,580	-	-	34,227,248
Construction In Progress - Buildings - 20 years	-	-	-	0
Construction In Progress - Portables	-	-	-	0
Pre-aquisition costs - Land	-	-424,980	-	298,912
Pre-aquisition costs - Buildings	-735,580	-	-	196,382
Total Construction In Progress Assets	0	-424,980	-	34,722,542
Capital Leased Assets				
Capital Leased Assets - Land	-	-	-	0
Capital Leased Assets - Buildings	-	-	-	0
Capital Leased Assets - Other	-	-	-	0
Capital Leased Assets - Machinery and Equipment	-	-	-	-
Capital Leased Assets - Information Technology	-	-	-	-
Total Capital Leased Assets	-	-	-	0
TCA - Land	-	-424,980	-	229,028,334
TCA - Non Land	0	0	-	999,806,104
Total Tangible Capital Assets	0	-424,980	-	1,228,834,438
* The transfers column should net to zero.				

Schedule 22: Tangible Capital Asset Continuity - Accumulated Amortization

	TCA Accumulated Amortization - Opening Balance September 1	TCA Accumulated Amortization - Adjustments to Opening Balance	TCA Accumulated Amortization - Transfer Between Asset Class	TCA Accumulated Amortization - Amortization Expense
Assets In Service				
Assets In Service - Land Improvements	21,025,921	-	-	1,807,672
Assets In Service - Buildings - 40 years	305,964,224	-	-	15,471,718
Assets In Service - Other Buildings	36,487	-	-	3,274
Assets In Service - Portable Structures	5,718,905	-	-	209,726
Assets In Service - Equipment - 5 years	174,143	-	-	60,608
Assets In Service - Equipment - 10 years	2,171,030	-	-	221,572
Assets In Service - Equipment - 15 years	592,099	-	-	74,143
Assets In Service - First-time Equipping - 10 years	8,072,781	-	-	712,149
Assets In Service - Furniture	313,272	-	-	44,022
Assets In Service - Computer Hardware	3,290,076	-	-	2,637,210
Assets In Service - Computer Software	649,262	-	-	55,465
Assets In Service - Vehicles under One Ton	0	-	-	-
Assets In Service - Vehicles over One Ton	0	-	-	-
Total Assets In Service	348,008,200	-	-	21,297,559
Leasehold Improvements				
Leasehold Improvements - Land Improvements	0	-	-	-
Leasehold Improvements - Buildings	0	-	-	176,286
Leasehold Improvements - Other	0	-	-	-
Total Leasehold Improvements	0	-	-	176,286
Asset Permanently Removed From Service				
Asset Permanently Removed From Service - Buildings - 40 years	-	-	-	-
Total Asset Permanently Removed From Service	-	-	-	-
Construction In Progress Assets				
Construction In Progress - Buildings - 40 years	-	-	-	-
Construction In Progress - Buildings - 20 years	-	-	-	-
Construction In Progress - Portables	-	-	-	-
Pre-aquisition costs - Land	-	-	-	-
Pre-aquisition costs - Buildings	-	-	-	-
Total Construction In Progress Assets	-	-	-	-
Capital Leased Assets				
Capital Leased Assets - Land	-	-	-	-
Capital Leased Assets - Buildings	0	-	-	-
Capital Leased Assets - Other	0	-	-	-
Capital Leased Assets - Machinery and Equipment	-	-	-	-
Capital Leased Assets - Information Technology	-	-	-	-
Total Capital Leased Assets	0	-	-	-
TCA - Land	-	-	-	-
TCA - Non Land	348,008,200	-	-	21,473,845
Total Tangible Capital Assets	348,008,200	-	-	21,473,845

* The transfers column should net to zero.

Schedule 22: Tangible Capital Asset Continuity - Accumulated Amortization

	TCA Accumulated Amortization - Write Downs	TCA Accumulated Amortization - Disposals- Deemed Disposals	TCA Accumulated Amortization - Transfer to Financial Assets	TCA Accumulated Amortization - Closing Balance March 31
Assets In Service				
Assets In Service - Land Improvements	-	-	-	22,833,593
Assets In Service - Buildings - 40 years	-	-	-	321,435,942
Assets In Service - Other Buildings	-	-	-	39,761
Assets In Service - Portable Structures	-	-	-	5,928,631
Assets In Service - Equipment - 5 years	-	-	-	234,751
Assets In Service - Equipment - 10 years	-	-	-	2,392,602
Assets In Service - Equipment - 15 years	-	-	-	666,242
Assets In Service - First-time Equipping - 10 years	-	-	-	8,784,930
Assets In Service - Furniture	-	-	-	357,294
Assets In Service - Computer Hardware	-	-2,093,150	-	3,834,136
Assets In Service - Computer Software	-	-	-	704,727
Assets In Service - Vehicles under One Ton	-	-	-	0
Assets In Service - Vehicles over One Ton	-	-	-	0
Total Assets In Service	-	-2,093,150	-	367,212,609
Leasehold Improvements				
Leasehold Improvements - Land Improvements	-	-	-	0
Leasehold Improvements - Buildings	-	-	-	176,286
Leasehold Improvements - Other	-	-	-	0
Total Leasehold Improvements	-	-	-	176,286
Asset Permanently Removed From Service				
Asset Permanently Removed From Service - Buildings - 40 years	-	-	-	-
Total Asset Permanently Removed From Service	-	-	-	-
Construction In Progress Assets				
Construction In Progress - Buildings - 40 years	-	-	-	-
Construction In Progress - Buildings - 20 years	-	-	-	-
Construction In Progress - Portables	-	-	-	-
Pre-aquisition costs - Land	-	-	-	-
Pre-aquisition costs - Buildings	-	-	-	-
Total Construction In Progress Assets	-	-	-	-
Capital Leased Assets				
Capital Leased Assets - Land	-	-	-	-
Capital Leased Assets - Buildings	-	-	-	0
Capital Leased Assets - Other	-	-	-	0
Capital Leased Assets - Machinery and Equipment	-	-	-	-
Capital Leased Assets - Information Technology	-	-	-	-
Total Capital Leased Assets	-	-	-	0
TCA - Land	-	-	-	-
TCA - Non Land	-	-2,093,150	-	367,388,895
Total Tangible Capital Assets	-	-2,093,150	-	367,388,895

* The transfers column should net to zero.

Schedule 22: Tangible Capital Asset Continuity - Net Book Value

	TCA NBV - Closing Balance March 31	TCA NBV - Opening Balance September 1	TCA NBV and Proceeds of Disposition - Proceeds of Disposition	TCA NBV and Proceeds of Disposition - Gain on Disposal	TCA NBV and Proceeds of Disposition - Loss on Disposal
Assets In Service					
Assets In Service - Land & Land Improvement with Infinite Lives	228,729,422	228,407,298	-	-	-
Assets In Service - Land Improvements	24,597,170	26,103,070	-	-	-
Assets In Service - Buildings - 40 years	557,437,183	565,247,490	-	-	-
Assets In Service - Other Buildings	72,507	75,781	-	-	-
Assets In Service - Portable Structures	1,290,462	1,500,188	-	-	-
Assets In Service - Equipment - 5 years	407,622	231,397	-	-	-
Assets In Service - Equipment - 10 years	1,453,876	1,652,893	-	-	-
Assets In Service - Equipment - 15 years	1,379,423	1,436,991	-	-	-
Assets In Service - First-time Equipping - 10 years	4,296,894	4,642,807	-	-	-
Assets In Service - Furniture	402,889	446,911	-	-	-
Assets In Service - Computer Hardware	5,313,786	3,868,770	-	-	-
Assets In Service - Computer Software	7,033	62,498	-	-	-
Assets In Service - Vehicles under One Ton	0	0	-	-	-
Assets In Service - Vehicles over One Ton	0	0	-	-	-
Total Assets In Service	825,388,267	833,676,094	-	-	-
Leasehold Improvements					
Leasehold Improvements - Land Improvements	0	0	-	-	-
Leasehold Improvements - Buildings	1,334,734	331,429	-	-	-
Leasehold Improvements - Other	0	0	-	-	-
Total Leasehold Improvements	1,334,734	331,429	-	-	-
Asset Permanently Removed From Service					
Asset Permanently Removed From Service - Buildings - 40 years	-	-	-	-	-
Total Asset Permanently Removed From Service	-	-	-	-	-
Construction In Progress Assets					
Construction In Progress - Buildings - 40 years	34,227,248	17,224,050	-	-	-
Construction In Progress - Buildings - 20 years	0	0	-	-	-
Construction In Progress - Portables	0	0	-	-	-
Pre-aquisition costs - Land	298,912	466,429	-	-	-
Pre-aquisition costs - Buildings	196,382	735,580	-	-	-
Total Construction In Progress Assets	34,722,542	18,426,059	-	-	-
Capital Leased Assets					
Capital Leased Assets - Land	0	0	-	-	-
Capital Leased Assets - Buildings	0	0	-	-	-
Capital Leased Assets - Other	0	0	-	-	-
Capital Leased Assets - Machinery and Equipment	-	-	-	-	-
Capital Leased Assets - Information Technology	-	-	-	-	-
Total Capital Leased Assets	0	0	-	-	-
TCA - Land	229,028,334	228,873,727	-	-	-
TCA - Non Land	632,417,209	623,559,855	-	-	-
Total Tangible Capital Assets	861,445,543	852,433,582	-	-	-

Schedule 22: Tangible Capital Asset Continuity - Net Book Value

	TCA NBV - Closing Balance March 31	TCA NBV - Opening Balance September 1	TCA NBV and Proceeds of Disposition - Proceeds of Disposition	TCA NBV and Proceeds of Disposition - Gain on Disposal	TCA NBV and Proceeds of Disposition - Loss on Disposal
--	---------------------------------------	--	---	---	---

Schedule 22: Tangible Capital Asset Continuity - Inter-Entity TCA Transactions

	Asset Serial Number	Asset Name	Cost - Additions	Internal Source - Additions	Cost - Disposals
School Boards					
School Boards GRE Entity 1	-		-	0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 2	-		-	0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 3	-		-	0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 4	-		-	0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 5	-		-	0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 6	-		-	0000 - Enter name / Entrer un nom	-
School Boards GRE Entity Subtotal	-		-	-	-
Colleges					
College GRE Entity 1	-		-	0000 - Enter name / Entrer un nom	-
College GRE Entity 2	-		-	0000 - Enter name / Entrer un nom	-
College GRE Entity 3	-		-	0000 - Enter name / Entrer un nom	-
Colleges GRE Entity Subtotal	-		-	-	-
Hospitals					
Hospital GRE Entity 1	-		-	0000 - Enter name / Entrer un nom	-
Hospital GRE Entity 2	-		-	0000 - Enter name / Entrer un nom	-
Hospitals GRE Entity Subtotal	-		-	-	-
Agencies, Boards & Commissions					
Agencies, Boards & Commissions GRE Entity 1	-		-	0000 - Enter name / Entrer un nom	-
Agencies, Boards & Commissions GRE Entity 2	-		-	0000 - Enter name / Entrer un nom	-
Agencies, Boards & Commissions GRE Entity Subtotal	-		-	-	-

Note: Of the assets disposed, please list those that were sold to an internal source (ie. Other Broader Public Sector entities)

Schedule 22: Tangible Capital Asset Continuity - Inter-Entity TCA Transactions

	Internal Source - Disposals	Accumulated Amortization	Proceeds of Disposition	Gain on Sale	Loss on Sale
School Boards					
School Boards GRE Entity 1	0000 - Enter name / Entrer un nom	-	-	-	-
School Boards GRE Entity 2	0000 - Enter name / Entrer un nom	-	-	-	-
School Boards GRE Entity 3	0000 - Enter name / Entrer un nom	-	-	-	-
School Boards GRE Entity 4	0000 - Enter name / Entrer un nom	-	-	-	-
School Boards GRE Entity 5	0000 - Enter name / Entrer un nom	-	-	-	-
School Boards GRE Entity 6	0000 - Enter name / Entrer un nom	-	-	-	-
School Boards GRE Entity Subtotal	-	-	-	0	-
Colleges					
College GRE Entity 1	0000 - Enter name / Entrer un nom	-	-	-	-
College GRE Entity 2	0000 - Enter name / Entrer un nom	-	-	-	-
College GRE Entity 3	0000 - Enter name / Entrer un nom	-	-	-	-
Colleges GRE Entity Subtotal	-	-	-	-	-
Hospitals					
Hospital GRE Entity 1	0000 - Enter name / Entrer un nom	-	-	-	-
Hospital GRE Entity 2	0000 - Enter name / Entrer un nom	-	-	-	-
Hospitals GRE Entity Subtotal	-	-	-	-	-
Agencies, Boards & Commissions					
Agencies, Boards & Commissions GRE Entity 1	0000 - Enter name / Entrer un nom	-	-	-	-
Agencies, Boards & Commissions GRE Entity 2	0000 - Enter name / Entrer un nom	-	-	-	-
Agencies, Boards & Commissions GRE Entity Subtotal	-	-	-	0	-

Note: Of the assets disposed, please list those that were sold to an internal source (ie. Other Broader Public Sector entities)

Schedule 22A: Assets Held for Sale Continuity

		Assets Held for Sale - Opening Balance September 1	Assets Held for Sale - Prior Year Opening Balance Adjustments.	Assets Held for Sale - In-year Additions	Assets Held for Sale - Additional Expenditure on AHFS	Assets Held for Sale - In-year Disposals
		Col. 1	Col. 2	Col. 3	Col. 4	Col. 5
1	Land & Land Improvement with Infinite Lives					
2	Land Improvements					
3	Buildings - 40 years					
4	Other Buildings					
5	Permanently Removed From Service - Buildings - 40 years					
6	Total Assets Held for Sale					

		Assets Held for Sale - Closing Balance March 31	Assets Held for Sale - Proceeds of Disposition	Assets Held for Sale - Gain on Disposal	Assets Held for Sale - Loss on Disposal
		Col. 6	Col. 7	Col. 8	Col. 9
1	Land & Land Improvement with Infinite Lives				
2	Land Improvements				
3	Buildings - 40 years				
4	Other Buildings				
5	Permanently Removed From Service - Buildings - 40 years				
6	Total Assets Held for Sale				

Note: Normally, if there are expenditures on Assets Held for Sale they are expensed during the year. However, if the amount is material, please consult with your auditors to see if it qualifies for adding it to the AHFS

Schedule 22A: Assets Held for Sale Continuity - Inter-Entity TCA Transactions

	Asset Serial Number	Asset Name	Internal Source - Disposals	Cost - Disposals
School Boards				
School Boards GRE Entity 1	-		0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 2	-		0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 3	-		0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 4	-		0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 5	-		0000 - Enter name / Entrer un nom	-
School Boards GRE Entity 6	-		0000 - Enter name / Entrer un nom	-
School Boards GRE Entity Subtotal	-		-	-
Colleges				
College GRE Entity 1	-		0000 - Enter name / Entrer un nom	-
College GRE Entity 2	-		0000 - Enter name / Entrer un nom	-
College GRE Entity 3	-		0000 - Enter name / Entrer un nom	-
Colleges GRE Entity Subtotal	-		-	-
Hospitals				
Hospital GRE Entity 1	-		0000 - Enter name / Entrer un nom	-
Hospital GRE Entity 2	-		0000 - Enter name / Entrer un nom	-
Hospitals GRE Entity Subtotal	-		-	-
Agencies, Boards & Commissions				
Agencies, Boards & Commissions GRE Entity 1	-		0000 - Enter name / Entrer un nom	-
Agencies, Boards & Commissions GRE Entity 2	-		0000 - Enter name / Entrer un nom	-
Agencies, Boards & Commissions GRE Entity Subtotal	-		-	-

Note: Of the assets disposed, please list those that were sold to an internal source (i.e. Other Broader Public Sector entities). Please provide the cost and accumulated amortization of the asset when it was transferred from TCA to assets held for sale. The Ministry requires this information for consolidation purposes.

Schedule 22A: Assets Held for Sale Continuity - Inter-Entity TCA Transactions

	Accumulated Amortization	Proceeds of Disposition	Gain on Sale	Loss on Sale
School Boards				
School Boards GRE Entity 1	-	-	-	-
School Boards GRE Entity 2	-	-	-	-
School Boards GRE Entity 3	-	-	-	-
School Boards GRE Entity 4	-	-	-	-
School Boards GRE Entity 5	-	-	-	-
School Boards GRE Entity 6	-	-	-	-
School Boards GRE Entity Subtotal	-	-	-	-
Colleges				
College GRE Entity 1	-	-	-	-
College GRE Entity 2	-	-	-	-
College GRE Entity 3	-	-	-	-
Colleges GRE Entity Subtotal	-	-	-	-
Hospitals				
Hospital GRE Entity 1	-	-	-	-
Hospital GRE Entity 2	-	-	-	-
Hospitals GRE Entity Subtotal	-	-	-	-
Agencies, Boards & Commissions				
Agencies, Boards & Commissions GRE Entity 1	-	-	-	-
Agencies, Boards & Commissions GRE Entity 2	-	-	-	-
Agencies, Boards & Commissions GRE Entity Subtotal	-	-	-	-

Note: Of the assets disposed, please list those that were sold to an internal source (i.e. Other Broader Public Sector entities). Please provide the cost and accumulated amortization of the asset when it was transferred from TCA to assets held for sale. The Ministry requires this information for consolidation purposes.



MEMO

TO: Halton District School Board Audit Committee
FROM: Jenny Baker, Regional Internal Audit Manager
DATE: 28 September 2021
SUBJECT: Regional Internal Audit Status Report – Open Committee Session

This memorandum will serve to update the Audit Committee of the Regional Internal Audit Team's (RIAT) work since May 18, 2021.

A. Other

Please refer to the attached 2021-2022 training plan and a summary of training completed for the 2020-2021 year. This report is provided to confirm RIAT compliance to International Standard for the Professional Practice of Internal Auditing, standard #1230 - Continuing Professional Development.

Motion

Be it resolved that the Audit Committee receive the Regional Internal Audit Status Update and that the report be included in the Audit Committee Summary to the Board of Trustees.



RIAT Education and Training Plan

Objective:

1. To report on RIAT compliance to International Standards for the Professional Practice of Internal Auditing standard #1230-Continuing Development.
2. To define training plans to develop and maintain professional competencies.

Completed 2020-21

Auditor	Training Focus	Date
All Auditors	1. Attend ACFE Current Topics for Fraud Examiners. Four sessions which include: Making Ethical Decisions in Times of Uncertainty; Securing Your Data in the Digital Age; The Social Risk & How Hackers Attack Your Staff & Organization; and Detecting Deception in Everyday Communications. 2. OASBO Finance/Internal Audit Virtual Workshop 2021. 3 Fraud Investigation Techniques 4 PIM Plenary Session with the IPC 3. Relevant seminars/webinars on fraud, ethics, privacy and IT Security offered by the various institutes (*see acronyms below)	September 21-24,2020 February 2021 April 22,2021 June 10, 2021
Andrea Eltherington	Andrea confirms that she has met the annual continuing education requirements of the IIA and ISACA.	
Jenny Baker	Jenny confirms that she has met the annual continuing education requirements of CPA Ontario, ISACA and the ACFE.	

Planned 2021-22

Auditor	Training Focus	Date
All Auditors	1 IIA Canada National Conference 2. OASBO Internal Audit – Seminars offered throughout the year 3 Relevant seminars/webinars on fraud, ethics, privacy and IT Security offered by the various institutes.	September 21-24 When relevant Throughout the year
John Forte	Sit for Part 2 of CIA requirements	As scheduled

Acronyms

ACFE – Association of Certified Fraud Examiners

IIA- Institute of Internal Auditors



ISACA – Information Systems Audit and Control Association

CIA – Certified Internal Auditor

CPA – Chartered Professional Accountant

CISA – Certified Information Systems Auditor



Halton District School Board

INFORMATION FOR AUDIT COMMITTEE

2020/2021 FISCAL YEAR

Budget Development	April 22, 2020 Committee of the Whole	Budget Development Link
Budget Presentation	July 15, 2020	Budget 2020-2021 Link Report 20071, Page 11
Budget Approval	July 22, 2020	Approved Budget 2020-21 Link
September Month End Financial Report	October 21, 2020	Interim Financial Update Report 20112
October Month End Financial Report	November 18, 2020	Interim Financial Update Report 20127
Revised Estimates	December 2, 2020	Revised Estimates 2020-21 Link Report 20140
November Month End Financial Report	January 6, 2021	Interim Financial Update Report 21003
January Month End Financial Report	February 17, 2021	Interim Financial Update Report 21034
February Month End Financial Report	March 17, 2021	Interim Financial Update Report 21048
March Month End Financial Report	April 21, 2021	Interim Financial Update Report 21058
April Month End Financial Report	May 19, 2021	Interim Financial Update Report 21074
May Month End Financial Report	June 16, 2021	Interim Financial Update Report 21098
Financial Statements – Audit Committee	November 9, 2021	

Financial Statements – Board Presentation and Board Approval	November 17, 2021	
--	-------------------	--

2021/2022 FISCAL YEAR

Budget Development	February 3, 2021	Report 21022
Budget Presentation	June 2, 2021	Budget 2021/2022 Report 21086 and Full Operating & Capital Budget Report
Budget Approval	June 16, 2021	Approved Budget 2021/22 Link M21-0113
Quarterly Financial Report for the period ending November 2021	January 5, 2022	
Quarterly Financial Report for the period ending February 2022	March 14, 2022	
Quarterly Financial Report for the period ending May 2022	June 15, 2022	