

OUR MISSION

The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ. We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.

OUR VISION

At Toronto Catholic we transform the world through witness, faith, innovation and action.



**MINUTES OF THE REGULAR MEETING OF THE
AUDIT COMMITTEE
OPEN (PUBLIC) SESSION**

HELD WEDNESDAY, FEBRUARY 21, 2024

Trustees: A. Kennedy, Chair
N. Crawford
K. Morrison

Non-Voting Trustees: M. Del Grande – Virtual
M. Rizzo - Virtual

External Members: J. Law, Vice Chair – Virtual
M. Morden - Virtual

Staff: R. Putnam
D. Bilenduke
J. Charles
M. Damad
W. Dec
C. Giambattista
L. LePera
K. Morra
J. Navaratnam
T. Sanza
G. Sequeira

S. Hinds-Barnett, Acting Recording Secretary
A. Finniss, Assistant Recording Secretary

External Auditor: P. Hatt, Toronto and Area Regional Internal Audit Team

6. Approval of the Agenda

MOVED by Trustee Morrison, seconded by Trustee Crawford, that the Agenda be approved.

On the Vote taken, the Motion was declared

CARRIED

7. Declarations of Interest

There were none.

8. Approval and Signing of the Minutes of the Previous Meeting

MOVED by Trustee Morrison, seconded by Jonathan Law, that the Minutes of the PUBLIC (Open Session) Meeting held November 15, 2023 be approved.

On the Vote taken, the Motion was declared

CARRIED

10. Presentation

MOVED by Trustee Morrison, seconded by Trustee Crawford, that Item 10a) be adopted as follows:

- 10a) Paula Hatt, representing the Toronto & Area Regional Internal Audit Team (RIAT) (Refer to Item 14a) received; and**

14. Staff Reports

MOVED by Trustee Crawford, seconded by Trustee Morrison, that Item 14a) be adopted as follows:

- 14a) Regional Internal Audit Update: February 2024 (Information) (Refer to Item 10a)** that the Toronto Catholic District School Board Audit Committee approve the addition of the Capital Renewal Process Review to the Regional Internal Audit Plan for completion in 2023-24.

On the Vote taken, the Motion was declared

CARRIED

Trustee Rizzo joined the virtual room at 6:55 p.m.

10. Presentation

MOVED by Trustee Morrison, seconded by Trustee Crawford, that Item 10b) be adopted as follows:

- 10b) Procurement Approval Limit - Jacqueline Charles, Head of Procurement Services (Refer to Item 14b)** received; and

Time for business expired and was extended by 15 minutes, as per Article 12.6, by unanimous vote to complete the debate on the Item.

14. Staff Reports

MOVED by Trustee Morrison, seconded by Trustee Crawford, that Item 10b) be adopted as follows:

- 14b) **Procurement Approval Limit (Refer to Item 10b)** that the Audit Committee recommend to Board that the procurement threshold for Board approval be increased to \$100,000.00 effective immediately if approved; and

That procurement transactions between \$50,000.00 and \$100,000.00 be reported to Board as information on a quarterly basis.

MOVED in AMENDMENT by Trustee Morrison, seconded Trustee Crawford that *quarterly* be replaced with *monthly*.

On the Vote taken, the AMENDMENT was declared

CARRIED

On the Vote taken, the Motion was declared

CARRIED

10. Presentation

MOVED by Trustee Morrison, seconded by Trustee Crawford, that Item 10c) be adopted as follows:

- 10c) **School Funds Review Observations and Opportunities – Weronika Dec, Senior Manager, School Finance Support (Refer to Item 14c)** received; and

14. Staff Reports

MOVED by Trustee Morrison, seconded by Maria Morden, that Item 14c) be adopted as follows:

- 14c) School Funds Review Observations and Opportunities (Refer to Item 10c)** that the Audit Committee recommend the implementation of the opportunities as outlined in the School Funds Review presentation; and

That an information report be provided to Trustees at the February 29, 2024 Student Achievement and Well-Being Committee Meeting.

On the Vote taken, the Motion was declared

CARRIED

16. Inquiries and Miscellaneous

MOVED by Jonathan Law, seconded by Maria Morden, that Item 16a) be adopted as follows:

- 16a) Audit Committee Meeting Dates: May 1, 2024, September 4, 2024, November 20, 2024** received.

On the Vote taken, the Motion was declared

CARRIED

17. Updating of Pending List

MOVED by Trustee Crawford, seconded by Trustee Morrison, that Item 17a) be adopted as follows:

- 17a) Audit Committee Annual and Pending List of Reports (2024)** received.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Maria Morden, seconded by Trustee Morrison, that Item 17b) be adopted as follows:

17b) Audit Committee - 2024 Annual Agenda Checklist received.

On the Vote taken, the Motion was declared

CARRIED

Resolve into PRIVATE Session

MOVED by Trustee Morrison, seconded by Jonathan Law, that the meeting resolve into PRIVATE SESSION.

On the Vote taken, the Motion was declared

CARRIED

SECRETARY

CHAIR