

Agenda

AUDIT COMMITTEE OPEN MEETING, JUNE 18, 2026,

Boardroom at 6:30 p.m.

IF YOU ARE UNABLE TO ATTEND IN PERSON, [CLICK HERE TO JOIN VIA VIDEO CONFERENCE](#)

Chairperson: Loretta Durst

Trustees/Members who are unable to attend the meeting are asked to please notify Sarah Barker, Administrative Assistant at sbarker@pvnccdsb.on.ca.

A. Call to Order

1. Opening Prayer
2. Land Acknowledgement
3. Election of Chairperson for the Audit Committee for the 2026-2027 Fiscal Year
4. Approval of Agenda
5. Declarations of Conflicts of Interest
6. Approval of the Minutes of the Meeting of Thursday, November 13th, 2025
7. Business Arising from the Minutes

Sean Heuchert
Stephen O'Sullivan

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B. Recommended Actions/Presentations:

1. Submission of March 31 Financial Information and Auditors Report
Sean Heuchert, Superintendent
2. Financial Update: Interim Position
Sean Heuchert, Superintendent
3. Regional Internal Audit Team (RIAT) Update
Jeff Henderson, Regional Internal Auditor

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C. Information Items:

D. Old Business

E. New Business

F. Next Meeting

1. October TBD, 2026, Boardroom, 6:30 p.m.

G. Conclusion

1. Closing Prayer
2. Adjournment.

Kevin MacKenzie

The Minutes of the Open Audit Committee Meeting held on Thursday, November 13th, 2025 at 6:45 p.m. in the Boardroom and by Google Meet (*).

PRESENT

Trustees: Loretta Durst (Chair), John Connolly, Kevin Mackenzie (Ex-Officio).

External Member: Deb McRae, Trang (Tia) Nguyen.

Internal Auditor: Aryn Bhanyani(*), Jeff Henderson(*), Liz Santos-Sousa(*).

External Auditor: Joanna Park, Cameron Heffernan.

Administration: Stephen O'Sullivan, Sean Heuchert, Teri Smith.

Regrets:

Recorder: Sarah Barker.

A. Call to Order

Loretta Durst called the meeting to order at 6:45 pm.

1. Opening Prayer

Kevin MacKenzie, led the Audit Committee in Opening Prayer.

2. Land Acknowledgement

Sean Heuchert provided a territorial recognition, acknowledging that we are meeting on the traditional territory of the Mississauga Anishinaabeg.

3. Approval of Agenda

Motion: Moved by Kevin MacKenzie, seconded by Tia Nguyen, that the Audit Committee Open Agenda for Thursday, November 13th, 2025, be approved.

Carried.

4. Declarations of Conflicts of Interest

There were no conflicts of interest.

5. Approval of the Minutes of the Audit Committee held on Thursday, October 2nd, 2025.

Motion: Moved by Deb McRae, seconded by John Connolly, that the Audit Committee Meeting Open Minutes from Thursday, October 2nd, 2025, be approved.

Carried.

6. Business Arising from the Minutes

There was no business arising from the minutes.

B. Recommended Actions/Presentations:

1. Regional Internal Audit Update

Internal Auditor, Jeff Henderson, introduced Liz Santos-Sousa as a new member of the Regional Internal Audit Team. The team will now have full compliment, with each auditor supporting 3 of the 9 school boards they service. The committee thanked Aryn Bhayani for his support, and wished him well.

Liz Santos-Sousa advised the committee that the Regional Internal Audit Plan for 2025-2026 will consist of 2 audits.

The School Board Administrative Fund: Resource Allocation Multi-Regional Analysis has commenced field work and is planned to be completed in the winter of 2025-2026 school year.

The Facilities Work Order Analysis is scheduled to begin in the winter of the 2025-2026 school year.

There were questions regarding the process for RIAT's selection of audits.

Motion: Moved by John Connolly, seconded by Tia Nguyen, that the Audit Committee receives the Regional Internal Audit Team Update, dated November 13, 2025, for information.

Carried.

2. Management Introduction to the Financial Statements

Superintendent Sean Heuchert wanted to share with the committee some of the reasons for fluctuations in the report from the audit statements, ahead of the presentation from Baker Tilly KDN, LLP.

Some considerations were the recent labour agreements, provincial funding, and changes in contracts and eligibility for transportation.

Questions were held until after the presentations from Baker Tilly KDN, LLP.

3. Report to the Audit Committee

Joanna Park from Baker Tilly KDN LLP, introduced Cameron Heffernan as one of the Managers working for Baker Tilly KDN, LLP, working with the PVNC Catholic accounts.

Joanna discussed the recent audit, and expressed that PVNC Catholic has great internal controls. There were no unusual transactions, disagreements with management, difficulties, or significant issues with internal controls to report.

Motion: Moved by Deb McRae, seconded by Tia Nguyen, that the Report to the Audit Committee, presented by Baker Tilly, be received.

Carried.

4. Consolidated Financial Statements

Joanna Park from Baker Tilly KDN, LLP, reported that PVNC Catholic received a clean auditors opinion for their consolidated financial statements as of August 31, 2025, in accordance with the Ontario Ministry of Education requirements. She highlighted key areas of the financial statements for the committee.

There were questions throughout the presentation. There were discussions regarding distribution of the audit results.

Loretta Durst thanked Baker Tilly KDN, LLP, for a clear explanation of the report, and thanked the PVNC Catholic staff who participated in the audit.

Motion: Moved by John Connolly, seconded by Kevin MacKenzie, that the Audit Committee recommend to the Board that the Consolidated Financial Statements, presented by Baker Tilly, be received.

Carried.

C. Information Items:

There were no information items presented.

D. Old Business

There was no old business discussed.

E. New Business

There was no new business discussed.

F. Next Meeting

1. Date: June TBD , 2026, Boardroom, 6:30 p.m.

G. Conclusion

1. Closing Prayer

John Connolly led the Audit Committee with a closing prayer.

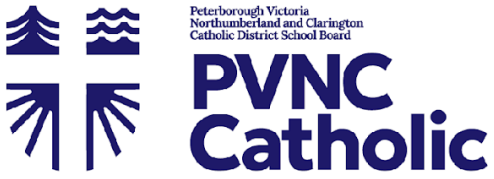
2. Adjournment

Motion: Moved by Deb McRae, seconded by Tia Nguyen,
that the Audit Committee meeting be adjourned at 7:35 pm.

Carried.

Loretta Durst
Committee Chairperson
/sb

Sean Heuchert
Superintendent of Business
and Finance



B.3.a)

Audit Committee:

Recommended Action:

That the Audit Committee receive the Regional Internal Audit Team (RIAT) Update.

B.3.b)

Peterborough Victoria Northumberland Clarington Catholic District School Board

TO: The Chairperson and Members of the PVNCCDSB Audit Committee
 FROM: Regional Internal Audit Manager
 DATE: June 18, 2026
 SUBJECT: Regional Internal Audit Update

1. Purpose

This report provides information on work that the Regional Internal Audit Team (RIAT) has undertaken since the last meeting on November 13th, 2025.

2. Content

2.1 PVNCCDSB Regional Internal Audit Plan Status 2025-2026

Audit Entities	Objective and scope	Timelines	Status
Strategic Planning/ Recruitment and Retention	<p><u>PVNCC 25-1 School Board Administrative Fund: Resource Allocation – Multi-Regional Analysis</u></p> <p>This project included an analysis of corporate staffing using provincial data and gathered structure/context across comparator school boards (multi-region approach).</p> <p>The objective of this audit engagement was to conduct a staffing benchmarking review for board-based staff funded through the School Board Administration Fund under provincial Core Education Funding. This exercise evaluated and compared staffing levels, organizational structures, and key staffing metrics across boards to identify trends, variances, and opportunities for operational efficiencies and alignment with sector best practices. The review include all school boards within the Barrie Region and eight boards within the Ontario East Region, providing sufficient coverage for meaningful and comparable analysis.</p>	Fall/Winter 2025	Completed Please see Report: Staff Benchmarking Review in Appendix A.
Facilities Management and Maintenance	<p><u>PVNCC 25-2 Facilities Work Order Analysis</u></p> <p>This engagement aims to analyze the effectiveness and efficiency of the existing policies and procedures related to creating and tracking facilities' work orders and to ensure they comply with the applicable guidelines.</p>	Winter/Spring 2026	Fieldwork

3. Recommendations

1. That the Audit Committee receive the Internal Audit update, dated June 18, 2026, for information.

Respectfully Submitted by: *Jeff Henderson, Regional Internal Audit Manager*