

## Audit Committee Meeting

**Date:** January 16, 2024  
**Time:** 4:30 pm  
**Location:** Abbotsford School District Administration Office

TRUSTEES IN ATTENDANCE: Rupi Kanda-Rajwan, Chair  
Korky Neufeld  
Stan Petersen  
Preet Rai  
Mike Rauch (part)  
Jared White  
Shirley Wilson

STAFF IN ATTENDANCE: Sean Nose, Superintendent  
Ray Velestuk, Secretary-Treasurer  
Monica Schulte, Assistant Secretary-Treasurer  
Tracy Orobko, Executive Assistant

GUESTS: Lisa Moore, CPA, CA, Office of the Auditor General (Virtual)

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### 1.0 CALL TO ORDER

Chair Kanda-Rajwan called the meeting to order at 4:30 pm.

### 2.0 ACKNOWLEDGEMENT

#### 2.1 Acknowledgement of Local Indigenous Community

We acknowledge that the Abbotsford School District is located on the traditional and unceded territory of the Semá:th First Nation and Mathxwí First Nation. With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

### 3.0 ADOPTION OF AGENDA

The Committee adopted the agenda as presented.

### 4.0 MINUTES OF THE PREVIOUS MEETING

4.1 The Minutes of the Audit Committee Meeting held September 12, 2023, were approved to be presented for approval at the January 23, 2024, Public Board Meeting.

### 5.0 OLD BUSINESS

#### 5.1 Enterprise Risk Management (ERM) Plan

The Secretary-Treasurer reported on the purpose of ERM as an ongoing guiding document developed not only in conjunction with the annual budget development process but also

as the Board continues its work on the renewal of the strategic plan. As part of the budget development process, the risk assessment and updated risk management plan and rankings will be presented at a future meeting.

The Superintendent provided an update on his agreement reached with the two labour groups regarding the hiring of up to 25 uncertified teachers.

Trustee Rauch joined the meeting at 4:51 pm.

## **6.0 NEW BUSINESS**

### **6.1 Administrative Procedure 527 – Grant Applications**

The Secretary-Treasurer reported the purpose of Administrative Procedure 527 is to improve internal controls related to third party grants being received at schools. Messaging will be sent to schools reminding staff of the AP and to keep in contact with the Manager of Community Partnerships to ensure there are no duplication in grant applications.

### **6.2 Office of the Auditor General Correspondence – January 16, 2024**

The Secretary-Treasurer presented revised January 16<sup>th</sup> correspondence from the Office of the Auditor General of BC (OAG). OAG's involvement will increase to an oversight level of involvement for the district's June 30, 2024, fiscal year end, and then will become the auditor of the School District for the next five years.

Lisa Moore, OAG, described the level of OAG involvement and their experience in working with School Districts over many years.

### **6.3 SparkRock Project Plan**

The Secretary-Treasurer updated the Board on the implementation and the invaluable support provided by IBM on the implementation which is scheduled to go live July 1<sup>st</sup>.

## **7.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 5:15 pm.