

# Minutes



## Audit Committee Meeting

**Date:** April 9, 2024  
**Time:** 4:00 pm  
**Location:** Abbotsford School District Administration Office

**TRUSTEES IN ATTENDANCE:** Stan Petersen, Acting Chair  
Rupi Kanda-Rajwan (Via Teams - part)  
Korky Neufeld  
Preet Rai  
Mike Rauch

**REGRETS:** Jared White  
Shirley Wilson

**STAFF IN ATTENDANCE:** Sean Nosek, Superintendent  
Ray Velestuk, Secretary-Treasurer  
Monica Schulte, Assistant Secretary-Treasurer  
Karmen O'Brien, Director, Information Technology  
Nathan Eunson, Manager, I.T. Security & Compliance  
Tracy Orobko, Executive Assistant

**GUESTS:** Lisa Moore, CPA, CA, Office of the Auditor General

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Introductions were made for guest, Lisa Moore, CPA, CA, Office of the Auditor General.

**1.0 CALL TO ORDER**

Acting Chair Petersen called the meeting to order at 4:00 pm.

**2.0 ACKNOWLEDGEMENT**

**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 January 16, 2024, were approved to be presented for approval at the April 16, 2024, Public Board Meeting.

**5.0 OLD BUSINESS**

**6.0 NEW BUSINESS**

Lisa Moore reported on the transition process as the Office of the Auditor General (OAG) assumes the role as external auditor for the School District in 2025. It was recommended a planning meeting

with the committee, OAG and KPMG be planned for early 2025 to discuss the mandates.

#### 6.1 I.T. Security Update

The Secretary-Treasurer introduced the Director of Information Technology who, together with the Manager, I.T. Security and Compliance, reported on common cybersecurity threats for K-12, breach statistics, security platforms, ongoing training and best practices for cybersecurity. Overall, the district is in a good position in its cyber-security posture.

It is anticipated the district will spend up to \$4M in summer 2025 for equipment refresh.

The Director of Information Technology and Manager, I.T. Security and Compliance exited the meeting at 4:50 pm.

#### 6.2 Enterprise Resource Planning (ERP) – SparkRock Project

The Assistant Secretary-Treasurer reported on the implementation of the Enterprise Resource Planning (ERP) – SparkRock Project. This software, used to manage day to day business activities (accounting, human resources, payroll and procurement), will replace the existing outdated PowerSchool product called Atrieve.

#### 6.3 School Audit Schedule

The Assistant Secretary-Treasurer introduced the school audit schedule adding it serves as an opportunity for communication with school staff.

Trustee Kanda-Rajwan exited the meeting at 4:55 pm.

#### 6.4 Third Quarter Financial Update

The Secretary-Treasurer presented the third quarter financial report for the period ending March 31, 2024.

### **7.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 5:04 pm.