

**AUDIT SUB-COMMITTEE**  
**Reporting to Public Board Meeting Tuesday, June 22, 2021**

The Audit Sub-Committee met on Tuesday, June 1, 2021 at 5:08 pm. In attendance were Trustees Jen Mezei (Chair in Trustee Bill Brassington's absence) and Larry Hayes; public members Ami Iaria and Barry Baker; Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill, Deputy Secretary-Treasurer Ishver Khunguray and members of the district's external audit firm, Price Waterhouse-Coopers (PWC), Partner Karen Sawatsky, Manager Gaurav Dhawan and Interim Manager Soumya Wadhwa.

**1. Audit Plan Review and Questions**

Ms. Karen Sawatsky, Partner presented the audit plan for the 2020/2021 annual audit to be conducted during August of 2021. The presentation included how the audit will be conducted, how internal controls will be tested, specific areas of focus for the audit, how risks will be managed and described how COVID-19 has impacted the audit. The audit fees were also presented and were proposed to be at \$33,600 which is the same amount that was charged in the previous year.

**Recommendation:**

It was moved by Barry Baker and seconded by Jen Mezei:

*THAT the Board of Education Finance Committee approve the estimated audit fees, as presented.*

Carried unanimously.

The PWC members left the meeting at 5:45pm.

**2. Follow up on 2021/2022 Budget**

Mr. Ishver Khunguray, Deputy Secretary-Treasurer provided an update on the 2021/2022 Budget that was approved at the Public Board Meeting on May 25th. The update included how the Board incorporated the Enterprise Risk Management register into their final decision on the budget after listening to stakeholders during the budget consultation process.

**Recommendation:**

THAT the Board of Education receive this information.

**3. Adjournment**

The meeting was adjourned at 6:05 pm.

**BOARD OF EDUCATION  
SCHOOL DISTRICT 41 - BURNABY**

A Public Session meeting of the Committee of the Whole, Board of Education of School District 41 – Burnaby was held via video conference at 5:05 pm on Monday, June 14, 2021.

**Present**

Trustees Jen Mezei (Chair), Bill Brassington, Peter Cech, Christine Cunningham, Larry Hayes and Ryan Stewart; Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill, Executive Assistant Joanne Simpson, and Partners Frankie DeVita (BPVPA President), Paul Simpson (CUPE President), Daniel Tétrault (BTA President), Ashley Sandquist (DPAC Chair) and Daniel Hong (DSAC Vice-President)

Jen Mezei, Chair acknowledged the Indigenous territories on which the district is located.

**Confirmation of Agenda**

It was moved by Peter Cech and seconded by Larry Hayes:

*THAT the agenda be approved, as presented.*

Carried unanimously.

**Capital Planning Presentation**

Russell Horswill, Secretary-Treasurer provided an update on the 2022/23 Capital Plan submission, which included a report on current active projects, future project requests that will be included in the current 5-year capital plan submission, and a summary of Annual Facility Grant expenditures.

Gary Wong joined the meeting at 5:34 pm.

The Committee discussed the Board Childcare Project Definition Report including the number of licensed sites and the concept of a “seamless” childcare system that is operated by school district staff. Information pertaining to future site acquisitions to support new schools was discussed as well as the need for, and priority of, future seismic mitigation projects.

*The Board of Education received the information, as presented.*

## **Adjournment**

It was moved by Gary Wong and seconded by Bill Brassington:

*THAT the meeting be adjourned at 6:09 pm.*

Carried unanimously.