

PUBLIC SESSION MEETING OF THE AUDIT COMMITTEE
JUNE 16, 2025
BOARD COMMITTEE ROOM
451 PARK STREET WEST, WINDSOR
3:00 P.M.

AGENDA

A. CALL TO ORDER

B. ACKNOWLEDGEMENT OF TRADITIONAL LANDS AND WATER

We acknowledge that we are on land and surrounded by water, originally inhabited by Indigenous Peoples who have travelled this area since time immemorial. This territory is within the lands honoured by the Wampum Treaties; agreements between the Anishinaabe ([Ah-nish-e-naa-bay](#)), Haudenosaunee ([Hoe-den-oh-show-nee](#)), Leni (Len-eh) Lenape ([Le-naw-pay](#)) and allied Nations to peacefully share and care for the resources around the Great Lakes. Specifically, we would like to acknowledge the presence of the Huron/Wendat ([Wen-dat](#)) Peoples and the Three Fires Confederacy Ojibwe ([Oh-jib-way](#)), Odawa ([Oh-dah-wah](#)), Potawatomi ([Paw-taw-watt-oh-me](#)). We are dedicated to honouring Indigenous history and culture while remaining committed to moving forward respectfully with all First Nations, Inuit and Métis.

C. ATTENDANCE

D. APPROVAL OF AGENDA

E. CONVENE INTO PRIVATE SESSION

PUBLIC SESSION WILL RECONVENE UPON ADJOURNMENT OF PRIVATE SESSION

F. DECLARATION OF CONFLICT OF INTEREST

G. ACTIONS OF AUDIT COMMITTEE MEETING PRIVATE SESSION

H. APPROVAL OF MINUTES

Pg 1-3 H.1 Minutes of the Public Session of the Audit Committee meeting of 2024 11 07

I. BUSINESS ARISING FROM THE MINUTES

J. PRESENTATIONS

K. REPORTS

Pg 4-25 K.1 March 31, 2025 – Specified Audit Procedures Report to the Ministry of Education

L. NEW BUSINESS

Pg 26 L.1 AUDIT COMMITTEE PLANNING FOR 2025-26

M. ADJOURNMENT

NEXT SCHEDULED MEETING
Audit Committee, TBA

Audit Committee Members:
Gale Hatfield, Trustee
Ron LeClair, Trustee
Kim McKinley, Trustee
M. Drake Reid, External Member
Paul Mancini, External Member

Committee Liaison – S. Armstrong
Administrative Assistant – T. Meloche

GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

Administrative Office: 451 Park Street West, Windsor, Ontario. N9A 6K1

MINUTES OF A PUBLIC SESSION MEETING OF THE AUDIT COMMITTEE OF THE GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD HELD ON THURSDAY, NOVEMBER 7, 2024, VIRTUALLY BY MICROSOFT TEAMS AND IN PERSON

PRESENT AUDIT COMMITTEE MEMBERS:

G. Hatfield (Chairperson)
S. Cipkar - Regrets
R. LeClair - Regrets
D. Reid (External member)
P. Mancini (External member)

ADMINISTRATION:

V. Houston, Director of Education
S. Armstrong, Superintendent of Business

OTHER ADMINISTRATIVE STAFF:

S. Maheux, Manager of Financial Services
R. Skeates, Accounting Supervisor

OTHERS IN ATTENDANCE:

Cynthia Swift, KPMG – External Auditor
Kevin Macchio, KPMG – External Auditor

RECORDER: T. Meloche

A. CALL TO ORDER

Chairperson Hatfield called the meeting to order at 3:02 p.m.

B. ATTENDANCE

Chairperson Hatfield noted Trustees LeClair and Cipkar sent regrets.

C. APPROVAL OF AGENDA

C.1 Approval of Agenda

Moved by P. Mancini
Seconded by D. Reid

THAT THE AGENDA BE APPROVED AS PRINTED.

CARRIED

D. CONVENE TO PRIVATE SESSION

D.1 Convene to Private Session

Moved by P. Mancini
Seconded by D. Reid

TO MOVE INTO PRIVATE SESSION.

CARRIED

- E. DECLARATION OF CONFLICT OF INTEREST
There were no declarations of conflict of interest.

F. ACTIONS OF AUDIT COMMITTEE MEETING PRIVATE SESSION

- F.1 Actions of the Audit Committee meeting private session

Moved by D. Reid
Seconded by P. Mancini

THAT ITEMS E.1, H.1 and H.2 FROM THE PRIVATE SESSION OF THE NOVEMBER 7 2024, AUDIT COMMITTEE MEETING BE PUT ON THE AGENDA OF THE COMMITTEE OF THE WHOLE PRIVATE SESSION BOARD MEETING OF DECEMBER 3, 2024 AS REPORTS.

CARRIED

G. APPROVAL OF MINUTES

- G.1 Approval of Minutes

Moved by P. Mancini
Seconded by D. Reid

THAT THE MINUTES OF THE SEPTEMBER 16, 2024, AUDIT COMMITTEE MEETING (PUBLIC SESSION) BE APPROVED AS PRINTED.

CARRIED

- H. BUSINESS ARISING FROM THE MINUTES
Nil

I. PRESENTATIONS

- I.1 Draft Audited Financial Statements for the Year Ended August 31, 2024

Superintendent Armstrong provided an overview and began by thanking KPMG and the Business Department, particularly S. Maheux, R. Skeates, L. Beneteau, K. Dominato.

Responding to a question Superintendent Armstrong noted the Ministry changes the way financial statements are reported to promote consistency amongst school boards' financial statements.

J. NEW BUSINESS

J.1 Draft Audited Financial Statements for the Year Ended August 31, 2024

Moved by P. Mancini
Seconded by D. Reid

**THAT THE DRAFT AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
AUGUST 31, 2024, OF THE GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD
BE RECOMMENDED FOR APPROVAL BY THE BOARD OF TRUSTEES.**

CARRIED

K. REPORTS

K.1 Draft Audited Financial Statements for the Year Ended August 31, 2024

K.2 Annual Report to the Board of Trustees and Forwarded to the Ministry of Education for the
year ended August 31, 2024.

It was noted the change of the date for the organizational meeting is now December 10th.

L. ADJOURNMENT

There being no further business before the Committee, Chairperson Hatfield adjourned the
meeting at 3:40 p.m.

Next scheduled meeting of the Audit Committee is: June 16, 2025

**KPMG LLP**

618 Greenwood Centre
3200 Deziel Drive
Windsor, ON N8W 5K8
Canada
Telephone 519 251 3500
Fax 519 251 3530

AGREED-UPON PROCEDURES REPORT

To the Ministry of Education and Greater Essex County District School Board

Purpose of this Agreed-Upon Procedures Report

Our report is solely for the purpose of assisting the Greater Essex County District School Board (the "Board") in assessing their compliance of the information included within Schedules 19, 20, 22, 22A, Sch 22ARO, Sch 27, Sch 30, or Sch 32 of EFIS for the period from September 1, 2024 to March 31, 2025 with the Ministry of Education Instructions for Reporting March 31, 2025 Balances for Provincial Consolidation Reporting Purposes ("purpose") and may not be suitable for another purpose.

Responsibilities of the Greater Essex County District School Board (Engaging Party)

The Board has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement.

The Board is responsible for the subject matter on which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with the Canadian Standard on Related Services (CSRS) 4400, Agreed-Upon Procedures Engagements.

An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Board and reporting the findings, which are the factual results of the agreed-upon procedures performed.

We make no representation regarding the appropriateness of the agreed-upon procedures.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics and Quality Management

We have complied with relevant ethical requirements, including those pertaining to independence, in Canada.

Our firm applies Canadian Standard on Quality Management 1, which requires the firm to design, implement and operate a system of quality management, including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.



Procedures and Findings

We performed the procedures described below, which were agreed upon by the Board:

I. Schedules 19 and 20 of EFIS of the Board

We have obtained Schedules 19 and 20 of EFIS from the Board and performed the following:

1. With respect to Column A.1, we performed the following at March 31, 2025:
 - a. We obtained a summary of the trial balance (or general ledger) at March 31, 2025 of the Board and agreed the subtotals to Column A.1 of Schedules 19 and 20 and found them to be in agreement.

Procedure completed without exception.

- b. We agreed the following 5 items (assets/ liabilities/ accumulated surplus/ (deficit)/ revenues/ expenses) over \$700,000 from the summary referred to in (1) a) above, to the general ledger and found them to agree.

| Account Number | Account Description | Account Type | Amount |
|----------------|--|--------------|-----------------|
| 00101 | Provincial GSN | Revenue | \$(269,943,258) |
| 01002 | Grant Other, Operating (EPO) Amounts from Deferred | Revenue | \$ (5,293,624) |
| 81320 | Bank, Held in Trust (X/Y Deferred Salary) | Asset | \$2,996,358 |
| 81100 | Bank, Current Operating | Asset | \$53,535,117 |
| 83300 | A/R, Gov't of Ont-Approved Cap | Asset | \$ 106,998,043 |

Procedure completed without exception.

2. If applicable, we obtained the entry to reverse any amounts recorded during the seven-month period for school generated funds. We agreed the entry to supporting documentation and agreed to Column A.2 on Schedule 19 and 20.

Procedure completed without exception.

3. If applicable, we obtained the entry to reverse any amounts recorded during the seven-month period for subsidiaries. We agreed the entry to supporting documentation and Schedule 19 and 20. (Column A.3).

Not applicable - no entries in Column A.3.



4. We obtained a summary of the Column B.1 adjustments on Schedules 19 and 20, if any, to reverse entries over \$700,000 which recorded receivables and payables at August 31, 2024 and were not reversed in the Board's general ledger during the subsequent period. We randomly selected 20% of the entries (a minimum of 5), agreed them to the supporting documentation and verified the amount was included in the summary of the entries. We agreed the summary of the entries to Column B.1 of Schedule 19 "Consolidated Statement of Financial Position", and Schedule 20 "Revenues and Expenses", as applicable.

Not applicable - no entries in Column B.1.

5. We obtained a summary of Column B.2 accrual adjustments on Schedules 19 and 20, if any, for adjustments over \$700,000 related to the period prior to March 31, 2025. We randomly selected 20% of the entries (a minimum of 5), agreed them to the supporting documentation and verified the amount included in the summary of the entries related to the period prior to March 31, 2025. We agreed the summary of the entries to Column B.2 of Schedule 19 "Consolidated Statement of Financial Position", and Schedule 20 "Revenues and Expenses", as applicable.

| Entry # | Schedule and Line # | Description of Adjustment | Amount |
|---------|-------------------------|--------------------------------------|--------------|
| AJE 5 | Sch20E/Ln 11.4/Col B.2 | Accrue expenses for March PCI | |
| | Sch 19/Ln 2.6/Col B.2 | transactions not out of bank | \$813,887 |
| AJE 7 | Sch 19/Ln 2.17/Col B.2 | Record revenue to match | |
| | Sch20R/Ln 1.2/Col B.2 | Renewal expenses (non TCA) | \$696,506 |
| AJE 13 | Sch 19/Ln 4.3/Col B.2 | To record TCA Additions for | \$23,910,912 |
| | Sch20E/Ln 11.4/Col B.2 | period ended March 31 2025 | |
| AJE 14 | Sch20E/Ln 11.10/Col B.2 | SchTo record amortization for period | |
| | 19/Ln 4.3/Col B.2 | ended March 31 2025 | \$18,757,108 |
| AJE 18 | Sch 19/Ln 1.3/Col B.2 | To record capital interest on | \$ 1,242,468 |
| | Sch 19/Ln 2.17/Col B.2 | Ministry funding | |

6. With respect to Column B.3 adjustments made to accrue the Ontario Financing Authority (OFA) loan interest, we recalculated the accrued amount and agreed to the adjustment on column B.3 of Schedule 19 and 20.

Procedure completed without exception.

7. We obtained supporting documentation for any Column C.1 adjustments made to reclassify Ministry Revenue between the various categories on Schedule 20 "Revenue". We agreed 2 entries to the supporting documentation.

Not applicable - no entries in Column C.1.



8. With respect to the revenue recorded for municipal taxes over \$700,000, we performed the following:

- a. With respect to the tax revenue for the period from September 1, 2024 to December 31, 2024:

We agreed the 2024 municipal tax revenue to the most current supporting documentation (for a maximum of two municipalities) and recalculated the revenue for the period by subtracting the amount included in revenue in the August 31, 2024 audited financial statements (being 62% of the 2024 tax revenue as included in Schedule 11B of EFIS for the year ended August 31, 2024) from the total 2024 tax revenues (based on most current information).

| Municipality | 2024 Municipal Tax Amount | Sept-Dec 2024 Amount |
|---------------------|----------------------------------|-----------------------------|
| Windsor | \$32,252,487 | \$12,635,944 |
| Lakeshore | \$8,438,416 | \$3,206,598 |

- b. With respect to the tax revenue for the period from January 1, 2025 to March 31, 2025:

We recalculated the estimated 2025 municipal tax revenue for the period using 25% of the estimated 2025 tax revenue based on most current information. We agreed estimated 2025 tax revenue to supporting documentation. If current information regarding estimated 2025 tax revenue is unavailable, then the 2025 tax revenue for the period was estimated using 2025 tax revenue as included in Schedule 11A of the Revised Estimates for the year ending August 31, 2025.

| Municipality | 2025 Municipal Tax Amount | Jan-Mar 2025 Amount |
|---------------------|----------------------------------|----------------------------|
| Windsor | \$32,999,648 | \$8,249,912 |
| Lakeshore | \$ 8,287,995 | \$2,071,999 |

- c. We agreed the 2024 supplementary taxes and write offs (for a maximum of two municipalities) to supporting documentation and recalculated the revenue for the period by subtracting the amount included in line 3.4 in Schedule 9 of the 2023-2024 financial statements.

| Municipality | Supplementary Taxes | Tax Write-Offs |
|---------------------|----------------------------|-----------------------|
| Windsor | \$nil | \$nil |
| Lakeshore | \$nil | \$nil |



- d. If an amount greater than \$700,000 was reported on line 3.4, Column C.2 of Schedule 20 "Revenue", we asked management for the supporting listing that totaled the amount on line 3.4. We calculated the difference between the 2025 supplementary taxes and write-offs based on most current information and 2024 supplementary taxes and write-offs and agreed to the amounts on the listing (for a maximum of two municipalities).

Not applicable – no entries in Column C.2 line 3.4.

- e. We agreed the total of 8a), 8b) and 8c), above to Local Taxation (line 3.5) in Column E on Schedule 20 "Revenue" after the adjustment, if any, in Column C.2. We agreed the adjustment amount to Schedule 19, "Consolidated Statement of Financial Position" Column C.2, line 1.4 or line 2.3.

Procedure completed without exception.

9. We verified the calculation of the allocation of tuition revenues to the period using the prescribed methodology prorated on the related number of school days. We agreed the adjustment, if over \$700,000, made to reflect this calculation in Schedule 20 "Revenue", and Schedule 19 "Consolidated Statement of Financial Position" in Column C.3.

Not applicable, no tuition revenues over \$700,000.

10. With respect to salaries and benefits earned for the period we obtained the payroll paid and payroll earned during the period from the Board, and performed the following:
- a. We obtained a listing of the general ledger entries and agreed the following amounts paid to the payroll journal, selecting from different employee groups, a maximum of 5 entries.

| Employee Group | Amount |
|-----------------------|---------------|
| SSGENERAL-Cupe1348 | \$1,981 |
| ELTEACH | \$95,1575 |
| OSSTF | \$3,739 |
| MGMPVP | \$99,774 |
| ELTEACH | \$6,324 |

Procedure completed without exception.



11. We obtained the calculation of the vacation pay accruals for any amounts over \$700,000 and performed the following:

- a. We obtained the supporting documentation for the 2 employee groups with the largest vacation pay accruals.

| Employee Group | Amount |
|----------------|-------------|
| PLANT | \$1,091,939 |
| MGMM | \$862,154 |

- b. We agreed a sample of the following 5 employees (allocated between the employee groups) to the records of vacation days outstanding, and the payroll rate. We recalculated the accrued vacation pay for those 5 employees.

| Employee Number | Amount |
|-----------------|---------|
| 15253 | \$6,275 |
| 18625 | \$222 |
| 19981 | \$4,920 |
| 20310 | \$2,315 |
| 28267 | \$4,539 |

- c. We agreed the adjustment to Column C.5 on Schedule 19, "Consolidated Statement of Financial Position" and Schedule 20 "Expenses".

Procedure completed without exception.

12. We verified the mathematical accuracy of the prorated calculation of the employee future benefits liability and related expense adjustment, using the 2024-2025 estimates provided in the actuarial assessment at August 31, 2024 and found no differences. If 2024-2025 estimates are not provided in the August 31, 2024 assessment, verify if the board has used 2023-2024 expenses as the basis for prorating. We agreed the total employee future benefits liability to the total in Column E, after the required adjustment to Column C.6, on Schedule 19, "Consolidated Statement of Financial Position", line 2.20. We agreed the adjustment to expenses to the total in Column C.6 on Schedule 20, "Expenses".

Procedure completed without exception.



13. We performed the following with respect to any other adjustments over \$700,000 provided by the Board:

- a. We obtained a summary of the other adjustment entries included in Column C.7 which related to the period prior to March 31, 2025 and required adjustment in Schedule 19 and 20.

Procedure completed without exception.

- b. We randomly selected 20% of the entries provided in a) above (a minimum of 5) over \$700,000 as detailed below and compared to the supporting documentation. We verified the amount related to the period prior to March 31, 2025 was included in the summary of entries.

| Entry # | Schedule and Line # | Description of Adjustment | Amount |
|---------|---|---|-------------|
| AJE 20 | Sch 19/Ln 4.3/Col C.7 Sch 20E/Ln 11.11/Col C.7 Sch 19/Ln 2.22.2/Col C.7 | To record 4.19% inflation adjustment as of March 31, 2025 | \$1,418,397 |
| AJE 23 | Sch20E/Ln 11.1/Col C.7 Sch 19/Ln 4.1/Col C.7 | To adjust April benefit expenses paid in March | \$2,300,753 |
| AJE 25 | SCH19/Ln 2.17/Col C.7 SCH20R/Ln 1.2/Col C.4 SCH20R/Ln 5.6/Col C.4 | To record dissolved enveloped grants | \$1,929,514 |
| AJE 28 | SCH20E/Ln 11.1/Col C.7 SCH19/Ln 1.5/Col C.7 | To correct principle accrual/reversal/invoicing | \$1,437,501 |

Please note that the four entries listed above represent 100% of the population.

Procedure completed without exception.

- c. We recalculated the summary of entries which required adjustment and agreed the adjustment to Column C.7 on Schedule 19 and 20. We ensured that the entries balanced between Schedule 20, "Revenues and Expenses" and Schedule 19, "Consolidated Statement of Financial Position".

Procedure completed without exception.

- d. We enquired whether any statement of financial position items, which are historically adjusted in the General Ledger at August 31 each year, were considered and included in the adjustments provided in a). (Note that items to be considered include accrued liabilities, receivables, interest on sinking fund assets, etc.)

Completed, no findings noted.



Page 8

- e. We enquired whether any items, historically included in the General Ledger as a net amount during the year and restated to report as gross revenue and expenses at August 31 each year, were considered and included in the adjustments provided in a). (Note that items to be considered include special projects, federal government grants, capital projects, etc.)

Completed, no findings noted.

- 14. With respect to the School Generated Funds, we obtained the amounts included in the Consolidated Statement of Financial Position in the audited financial statements for the year ended August 31, 2024, agreed to supporting documentation and Schedule 19, "Consolidated Statement of Financial Position" in Column G.

Procedure completed without exception.

- 15. With respect to the Subsidiaries, we obtained the amounts included in the Consolidated Statement of Financial Position in the audited financial statements for the year ended August 31, 2024, agreed to supporting documentation and agreed to the Schedule 19, "Consolidated Statement of Financial Position" Column H.

Not applicable – no transactions.



II. Schedule 22

1. We obtained a detailed listing of tangible capital assets by asset class and agreed totals to corresponding columns by asset class in Schedule 22 of EFIS – “Tangible Capital Asset Continuity”.

Procedure completed without exception.

2. We conducted the following procedures with respect to additions to buildings (40 years) and land for the period September 1, 2024 to March 31, 2025:
 - a. From the detailed listing of tangible capital assets for the 7-month period supporting the data in Schedule 22, we selected a sample of 7 additions (5 buildings and 2 land) as follows:

Buildings:

| Asset Name | Amount |
|----------------------------------|---------------|
| Forest Glade Public School | \$1,364,903 |
| Hon W C Kennedy Secondary School | \$3,407,482 |
| Hugh Beaton Public School | \$1,309,322 |
| Queen Elizabeth Public School | \$3,690,166 |
| Vincent Massey Secondary School | \$1,715,586 |

Land:

| Asset Name | Amount |
|---|---------------|
| Sandwich Secondary SCI Land Improvement | \$480,925 |
| SCI Lasalle Land Improvements | \$650,049 |



- b. We selected one cost component included in each addition selected in a) and agreed the cost to specific documentation as follows:

| Asset Name | Amount | Vendor | Invoice # |
|---|---------------|--|------------------|
| Forest Glade Public School | \$403,226 | Alliance General Contracting of Windsor Inc. | 2619 |
| Hon W C Kennedy Secondary School | \$621,871 | Sterling Ridge | GC-23008-15 |
| Hugh Beaton Public School | \$659,936 | Alliance General Contracting of Windsor Inc. | 2532 |
| Queen Elizabeth Public School | \$614,764 | Alliance General Contracting of Windsor Inc. | 2586 |
| Vincent Massey Secondary School | \$704,549 | Front Construction | 2406-4 |
| Sandwich Secondary SCI Land Improvement | \$547,875 | Alliance General Contracting of Windsor Inc. | 2535 |
| SCI Lasalle Land Improvements | \$25,931 | Accent Roofing & Siding | 3369 |

- c. For the sample selected in b) we determined that the items were recorded in accordance with the "District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide" release 17 (recorded in the 40-year building category and meeting the capitalization threshold of \$10,000).

Procedure completed without exception.

3. We conducted the following procedures with respect to Construction in Progress (CIP) assets:
- a. From the detailed listing of tangible capital assets for the 7-month period we selected 2 additions to CIP as follows:

| Asset Name | Amount |
|---------------------------|---------------|
| Northwood Addition – CIP | \$1,944,625 |
| Legacy Oak Trail Addition | \$1,263,031 |

Procedure completed without exception.



- b. We selected one cost component included in each addition selected in a) and agreed the costs to specific documentation as follows:

| Asset Name | Amount | Vendor | Invoice # |
|---------------------------|-----------|----------------------------|-----------|
| Northwood Addition – CIP | \$428,928 | TCI Titan Contracting Inc. | 5184-8R |
| Legacy Oak Trail Addition | \$819,030 | Town of Tecumseh | 5942 |

- c. For the sample selected in b) we determined that the items were recorded in accordance with the “District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide” release 17 (recorded in the Construction in Progress- 40 year building category and meeting the capitalization threshold of \$10,000).

Procedure completed without exception.

- d. We selected one item from CIP that was transferred into an in-service asset class and performed the following:

| Asset Name | Amount |
|---------------------------|-----------|
| New Amherstburg Secondary | \$550,980 |

- e. We traced the related project to an authorized completion certificate or equivalent.

Procedure completed without exception.

4. We conducted the following procedure with respect to amortization of buildings (40 years):

- a. From the detailed listing of tangible capital assets for the 7-month period we selected a sample of 5 amortization expenses as follows:

| Asset Number | Asset Name | Amount |
|------------------------|--------------------------------------|-----------|
| B66028-A000000000224 | Gosfield North Central Public School | \$112,757 |
| B66028-A0000000002846 | Kingsville District High School | \$97,589 |
| B66028-A0000000001440 | Queen Victoria Public School | \$238,781 |
| B66028-A00000000016092 | West Gate Public School | \$265,861 |
| B66028-A0000000003421 | Western Secondary School | \$221,902 |

- b. We recalculated the amortization and agreed to the amortization reported in the detailed listing of tangible capital assets for the 7-month period for the assets selected.

Procedure completed without exception.



5. We conducted the following with respect to disposals of buildings (40 years) and land:
- a. From the detailed listing of tangible capital assets for the 7-month period we selected a sample of 3 disposals as follows:

No disposals of buildings or land were made during the specified period.

- b. We agreed the proceeds of disposition for the items selected in a) above to supporting documentation (indicate the supporting documentation - i.e., Agreement of Purchase and Sale).

Not applicable.

- c. We recalculated the gain/loss on disposal for the items selected in a) above and agreed to the gain/(loss) on disposal for that asset to the board's data.

Not applicable.

III. Schedule 22A

1. We obtained a detailed listing of assets held for sale by asset class and agreed totals to corresponding columns by asset class in Schedule 22A of EFIS – “Assets Held for Sale Continuity”.

Procedure completed without exception.

2. We conducted the following procedures for assets held for sale with respect to additions to land and land improvements with infinite lives, and building and land improvements with finite lives, for the period September 1, 2024 to March 31, 2025:

- a. From the detailed listing of assets held for sale for the 7-month period supporting the data in Schedule 22A, we selected a sample of 3 additions (1 land and land improvement with infinite life and 1 building and 1 land improvement with finite life (if applicable)). We ensured that the board determined the following criteria were met to transfer into assets held for sale in the September 1, 2024 to March 31, 2025 period as follows:

- i. *prior to the date of the financial statements, the government body, management board or an individual with the appropriate level of authority commits the government to selling the asset;*
- ii. *the asset is in a condition to be sold;*
- iii. *the asset is publicly seen to be for sale;*
- iv. *there is an active market for the asset;*
- v. *there is a plan in place for selling the asset; and*
- vi. *it is reasonably anticipated that the sale to a purchaser external to the government reporting entity will be completed within one year of the financial statement date*

Not applicable – no amounts incurred during the specified period.



- b. We selected 1 additional expenditure on assets held for sale and agreed the amount to specific documentation as follows:

Not applicable – no additional expenditures incurred during the specified period

3. We conducted the following with respect to disposals of assets held for sale:

- a. From the detailed listing of assets held for sale for the 7-month period we selected a sample of 2 disposals as follows:

Not applicable.

- b. We agreed the proceeds of disposition for the items selected in a) above to supporting documentation (indicate the supporting documentation - i.e., Agreement of Purchase and Sale).

Not applicable.

- c. We recalculated the gain/loss on disposal for the items selected in a) above and agreed to the gain / (loss) on disposal for that asset to the board's data.

Not applicable.

IV. Schedule 22ARO

1. We obtained a detailed listing of tangible capital assets with asset retirement obligations (ARO) by asset class and agreed totals to corresponding columns by asset class in Schedule 22 ARO of EFIS – “Tangible Capital Asset Continuity ARO”.

Procedure completed without exception.

2. We conducted the following procedure with respect to ARO amortization of buildings (40 years):

- a. From the detailed listing of tangible capital assets with ARO for the 7-month period we selected a sample of 5 amortization expenses as follows:

| Asset Name | Asset ID # | Amount |
|----------------------------------|----------------------|----------|
| Migration Hall | B66028-A000000003120 | \$178 |
| A V Graham PS | B66028-A000000003414 | \$5,692 |
| Centennial Central Public School | B66028-A000000003415 | \$2,250 |
| Belle River District High School | B66028-A000000003418 | \$96,710 |
| Sandwich Secondary School | B66028-A000000003420 | \$55,176 |

- b. We recalculated the amortization and agreed to the amortization reported in the detailed listing of tangible capital assets for the 7-month period for the assets selected.

Procedure completed without exception.



3. We conducted the following procedures with respect to column 3 “ARO Liability Changes in Estimates for the Period September 1, 2024 to March 31, 2025”:

- a. From the detailed listing of tangible capital assets for the 7-month period supporting the data in Schedule 22ARO, we selected a sample of 5 changes in estimates as follows:

| Asset Name | Asset ID # | Amount |
|----------------------------------|----------------------|-----------|
| Migration Hall | B66028-A000000003120 | \$455 |
| A V Graham PS | B66028-A000000003414 | \$16,158 |
| Centennial Central Public School | B66028-A000000003415 | \$7798 |
| Belle River District High School | B66028-A000000003418 | \$274,393 |
| Sandwich Secondary School | B66028-A000000003420 | \$145,748 |

- b. We obtained the supporting documentation used to estimate the ARO liability changed for each asset selected in a) and agreed the amount to specific documentation as follows:

We noted that all changes were consistent with Ministry Instructions – “for school boards that applied 14.05% to their ARO liability at March 31, 2024, and have not applied any revaluation since then, the cost escalation rate of 4.19% is the recommended rate to be used for Public Accounts reporting at March 31, 2025.”

4. We conducted the following procedures with respect to ARO liabilities incurred during the year (i.e. additions) to buildings (40 years) for the period September 1, 2024 to March 31, 2025:

- a. From the detailed listing of tangible capital assets for the 7-month period supporting the data in Schedule 22ARO, we selected a sample of 5 additions to TCA-ARO (5 buildings) as follows:

No ARO liabilities were incurred during the specified period.

- b. We selected one cost component included in each addition selected in a) and agreed the cost to specific documentation as follows:

Not applicable.

- c. For the sample selected in b) we determined that the items were recorded in accordance with the “District School Board & School Authority Asset Retirement Obligations Provincial Accounting Policies & Implementation Guide” release 3 (as laid out in .10 and .16 {recorded in the 40-year building category and meeting the capitalization threshold of \$10,000}).

Not applicable.



5. We conducted the following procedures with respect to the “disposals” in Schedule 22 – Tangible Capital Asset Continuity ARO – Gross Book Value, column 5:

- a. We obtained a listing of the amounts therein and selected 2 items from column 5 that are greater than \$700,000 (if any):

No disposals occurred during the specified period.

- b. We obtained the supporting documentation used to record the disposal for each asset selected in a) and agreed the amount to specific documentation (ex. Invoice, sale agreement) as follows:

Not applicable.

V. Schedule 27

1. We conducted the following procedures with respect to the “changes in estimates” in column 5 of Schedule 27 – Asset Retirement Obligation Liability Continuity (7-Month Activity):

- a. We obtained a listing of the amounts therein and selected 2 items in column 5 that are greater than \$700,000 (if any):

| Asset Name | Asset ID # | Amount |
|----------------------------------|----------------------|---------------|
| Belle River District High School | B66028-A000000003418 | \$274,393 |
| Sandwich Secondary School | B66028-A000000003420 | \$145,748 |

- b. We obtained the supporting documentation used to estimate the ARO liability changed for each asset selected in a) and agreed the cost to specific documentation as follows:

We noted that all changes were consistent with Ministry Instructions – “for school boards that applied 14.05% to their ARO liability at March 31, 2024, and have not applied any revaluation since then, the cost escalation rate of 4.19% is the recommended rate to be used for Public Accounts reporting at March 31, 2025.”

- c. For the sample selected in a) we selected the largest ARO liability and reperformed the calculation using the revised inputs and supporting cost documentation.

Procedure completed without exception.

2. We conducted the following procedures with respect to the “liabilities incurred during the period” in column 6 of Schedule 27:

- a. We obtained a listing of the amounts therein and selected 2 items from column 6 that are greater than \$700,000 (if any):

No ARO liabilities were incurred during the specified period.



- b. We obtained the supporting documentation (ex. Survey of asbestos containing materials) used to estimate the ARO liability incurred for each asset selected in a) and agreed the cost to specific documentation as follows:

No ARO liabilities were incurred during the specified period.

- c. For the sample selected in a) we selected the largest ARO liability and reperformed the calculation using the inputs and supporting cost documentation.

No ARO liabilities were incurred during the specified period.

- d. For the sample selected for the new liability incurred, we verified that that a corresponding entry was made in Schedule 22ARO TCA-ARO-GBV column 4 "ARO – Liabilities Incurred During the 7 months".

No ARO liabilities were incurred during the specified period.

- 3. We conducted the following procedures with respect to the "accretion expense" in column 7 of Schedule 27:

- a. We obtained a listing of the amounts therein and selected 2 items from columns 7 that are greater than \$700,000 (if any):

No amounts meet the criteria during the specified period.

- b. For each asset associated with an accretion expense selected in a), we reperformed the calculation of the accretion expense using the inputs and supporting documentation.

Not applicable.

- c. We obtained an asset-level listing of the amounts listed in column 2 (Balance at September 1, 2024) of Schedule 27 and selected all ARO liabilities greater than \$10 million (if any):

No amounts meet the criteria at September 1, 2024.

- d. For the assets listed in part c), we ensured accretion expense amounts were recorded for the corresponding asset as part of the listing in a), and noted if accretion expense was not recorded:

Not applicable.

- e. For each accretion expense selected in a), we obtained the supporting documentation (ex. a contract) used to support the calculation of the accretion expense (for example timing and/or amount of cash flows):

Not applicable.

- f. For each accretion expense selected in a), we agreed the discount rate used in the calculation of the accretion expense to the amounts provided in the Ministry of Education "OFA Effective Annual Rates" document:

Not applicable.



Page 17

4. We conducted the following procedures with respect to the “disposals” in column 8 and “abatements” in column 9 on Schedule 27:

- a. We obtained a listing of the amounts therein and selected 2 items from each of columns 8 and 9 that are greater than \$700,000 (if any):

No ARO abatements meet the criteria during the specified period.

- b. We obtained the supporting documentation used to record the ARO liability settled for each asset selected in a) and agreed the cost to specific documentation (ex. Invoice) as follows:

No ARO abatements meet the criteria during the specified period.

VI. Schedule 30

1. We conducted the following procedures with respect to column 4 “Additions” tab 1- Financial Liability of Schedule 30 – Public Private Partnerships Financial Liability and Performance Obligation Continuity (7-Month Activity):

- a. For any amount greater than \$700,000, we obtained the supporting documentation (e.g. P3 contract) used to determine the addition of each asset and agreed the amount in the documentation to the entry.

No amounts recorded with respect to Public Private Partnerships during the specified period.

- b. For the amounts recorded on Schedule 30 additions column selected in a), we verified that there was a corresponding amount recorded on Schedule 22, “TCA - Non-Land rel. Public Private Partnerships (P3)” GBV and AA in the additions columns.

- i. For the additions in a) we recalculated the 7-month amortization and agreed to the 7-month amortization reported for the assets.

Not applicable.

- c. For the agreements related to amounts selected in a), we verified that:

- i. The calculation using the effective interest rate method is accurate, and based on a discount rate selected in accordance with PS3160;
- ii. liabilities recognized for a user pay model have been drawn down during the year as performance obligations have been fulfilled;
- iii. that the asset cost capitalized only includes costs directly attributable to the construction of the asset based upon PS 3150
- iv. the amount recognized for the liability is the same amount as the related infrastructure asset, reduced for any prior consideration.

Not applicable.



2. We conducted the following procedures with respect to the "Financial Liability- Principal Payments" in column 7 of the Financial Liability tab of Schedule 30:

- a. We obtained a listing of the amounts therein and selected 2 items from column 7 that are greater than \$700,000 (if any):

No amounts recorded with respect to Public Private Partnerships during the specified period.

- b. For each asset associated with a principal payment, if any, we agreed the amounts in column 7 to the backing materials/ P3 contract provided as applicable:

Not applicable.

- c. For amounts selected in a) we determined that the item was recorded in accordance with the ministry "District School Board & School Authority Public Private Partnerships Provincial Accounting Policies & Implementation Guide" release 1 (as laid out under item .26). If no principal payments found clearly state so.

Not applicable.

3. We conducted the following procedures with respect to column 4 "Additions" tab 2- Performance Obligations of Schedule 30 – Public Private Partnerships Financial Liability and Performance Obligation Continuity (7-Month Activity):

- a. For any amount greater than \$700,000, we obtained the supporting documentation (e.g. P3 contract) used to determine the addition of each asset and agreed the amount in the documentation to the entry.

No liabilities were incurred or changed during the specified period.

- b. For the amounts recorded on Schedule 30 additions column selected in a), we verified that there was a corresponding amount recorded on Schedule 22, "TCA - Non-Land rel. Public Private Partnerships (P3)" GBV and AA in the additions columns.

- i. For the additions in a) we recalculated the 7-month amortization and agreed to the 7-month amortization reported for the assets.

Not applicable.

- c. For the agreements related to amounts selected in a) we verified that:

- i. the effective interest rate method has been appropriately applied to measure financial liabilities recognized, based on a discount rate selected in accordance with PS3160;

Not applicable.

- ii. liabilities recognized for a user pay model have been drawn down during the year as performance obligations have been fulfilled;

Not applicable.



- iii. that the asset cost capitalized only includes costs directly attributable to the construction of the asset based upon PS 3150;

Not applicable.

- iv. the amount recognized for the liability is the same amount as the related infrastructure asset, reduced for any prior consideration.

Not applicable.

- 4. We conducted the following procedures with respect to the “Performance Obligation- Revenue Recognized” in column 7 of the Performance Obligation tab of Schedule 30:

- a. We obtained a listing of the amounts therein and selected 2 items from column 7 that are greater than \$700,000 (if any):

No liabilities were settled during the specified period.

- b. For each asset associated with a revenue recognized, if any, we agreed the amounts in column 7 to the backing materials/ P3 contract provided as applicable:

Not applicable.

- c. For the amounts selected in a), we determined that the items were recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provincial Accounting Policies & Implementation Guide” release 1 (as laid out in item .30). If no revenues found, clearly state so.

Not applicable.

VII. Schedule 32

- 1. We obtained a detailed listing of purchased intangibles by asset class and agreed totals to corresponding columns by asset class in Schedule 32 of EFIS – “Purchased Intangibles 7-months”.

No amounts recorded with respect to Purchased Intangibles during the specified period.

- 2. We conducted the following procedures with respect to the Purchase Intangibles “transfer between asset classes” in column 4 and “accumulated amortization-transfer between asset classes” in column 12 of for the period September 1, 2024 to March 31, 2025:

- a. From the detailed listing of purchased intangibles for the 7-month period supporting the data in Schedule 32, we selected a sample of 2 transfers greater than \$700,000 as follows:

No transfers were found during the specified period.

- b. We agreed the transfer value for items selected in a) above, if any, to supporting documentation (indicate the supporting documentation or rationale).

Not applicable.



3. We conducted the following procedures with respect to the Purchase Intangibles “additions” in column 5 of for the period September 1, 2024 to March 31, 2025:

- a. From the detailed listing of purchased intangibles for the 7-month period supporting the data in Schedule 32, we selected a sample of 2 additions greater than \$700,000 as follows:

No additions were found during the specified period.

- b. We selected one component included in each addition selected in a), if any, and agreed the amount to specific documentation as follows:

Not applicable.

- c. For the sample selected in b) we determined that the items were recorded in accordance with the “District School Board & School Authority Purchased Intangibles Provincial Accounting Policies & Implementation Guide” release 1 (as defined in item .01 and recognized as in items .05 and .06).

Not applicable.

4. We conducted the following procedures with respect to the Purchase Intangibles “impairments” in column 6 and “accumulated amortization- impairments” in column 14 of for the period September 1, 2024 to March 31, 2025:

- a. From the detailed listing of purchased intangibles for the 7-month period supporting the data in Schedule 32, we selected a sample of 2 impairments greater than \$700,000 as follows:

No impairments were found during the specified period.

- b. We agreed the impairment value for items selected in a) above, if any, to supporting documentation (indicate the supporting documentation or rationale).

Not applicable.

- c. We recalculated the impairment for the items selected in a) above and agreed to impairment for that asset to the board’s data.

Not applicable.

- d. For the sample selected in a) we determined that the items were recorded in accordance with the “District School Board & School Authority Purchased Intangibles Provincial Accounting Policies & Implementation Guide” release 1 (as laid out in items .18 and .20).

Not applicable.

5. We conducted the following with respect to “disposals” of purchased intangibles in column 7 and “accumulated amortization- disposals” in column 15:

- a. From the detailed listing of intangibles for the 7-month period we selected a sample of 2 disposals greater than \$700,000 as follows:

No disposals were found during the specified period.



- b. We agreed the proceeds of disposition for the items selected in a) above, if any, to supporting documentation (indicate the supporting documentation - i.e., Agreement of Purchase and Sale).

Not applicable.

- c. We recalculated the gain/loss on disposal for the items selected in a) above and agreed to the gain/(loss) on disposal for that asset to the board's data.

Not applicable.

- d. For the sample selected in a) we determined that the items were recorded in accordance with the "District School Board & School Authority Purchased Intangibles Provincial Accounting Policies & Implementation Guide" release 1 (as laid out in items .14 and .15).

Not applicable.

- 6. We conducted the following with respect to the "transfer to financial assets" in column 8 and "accumulated amortization- transfer to financial assets" in column 16:

- a. We agreed the total PI transfers for each category on Sch 32 with the decreased gross book value in column 8 and accumulated amortization in column 16 of the asset per the supporting document.

No transfers noted.

- b. We selected a sample of 2 assets greater than \$700,000 as follows:

Not applicable.

- c. We obtained the supporting documentation used to determine the transfer amount for each asset selected in a), if any, and agreed the amount to specific documentation as follows:

Not applicable.

- d. We ensured that the board determined the following criteria were met to transfer into financial assets in the September 1, 2024 to March 31, 2025 period as follows:

- i. prior to the financial statement date, the appropriate level of authority commits the entity to selling the asset;
- ii. the asset is in a condition to be sold;
- iii. the asset is publicly seen to be for sale;
- iv. there is an active market for the asset;
- v. there is a plan in place for selling the asset; and
- vi. it is reasonably anticipated that the sale to a purchaser external to the reporting entity will be completed within one year of the financial statement date.

Not applicable.



Page 22

7. We conducted the following procedure with respect to amortization of purchased intangibles:

- a. From the detailed listing of purchased intangibles for the 7-month period we selected a sample of 2 amortization expenses greater than \$700,000 as follows:

Not applicable.

- b. We recalculated the amortization and agreed to the amortization reported in the detailed listing of purchased intangibles for the 7-month period for the assets selected.

Not applicable.

This report is for use solely in connection with the consolidation of the Board financial information into the financial statements of the Province of Ontario.

As a result of applying the above procedures, we found no exceptions, except as outlined above (list procedure numbers(s) with exceptions). However, these procedures do not constitute an audit of these schedules and therefore, we do not express an opinion on Schedules 19, 20, 22, 22A, Sch 22ARO, Sch 27, Sch 30, or Sch 32 of EFIS as at March 31, 2025 and from September 1, 2024 to March 31, 2025.

A handwritten signature in black ink that reads 'KPMG LLP' with a horizontal line underneath.

Chartered Professional Accountants, Licensed Public Accountants

Windsor, Canada

May 22, 2025



**PROPOSED
AUDIT COMMITTEE MEETING
SCHEDULE FOR 2025-26 SCHOOL YEAR**

| Meeting Date | Meeting Location | Meeting Time |
|----------------------------|----------------------|--------------|
| Monday, September 15, 2025 | Board Committee Room | 3:00 p.m. |
| Monday, November 10, 2025 | Board Committee Room | 3:00 p.m. |
| Monday, June 15, 2026 | Board Committee Room | 3:00 p.m. |