



## YORK CATHOLIC DISTRICT SCHOOL BOARD

# Audit Committee Agenda

### Public Session

Tuesday, November 12, 2024

7:30 p.m. – 8:30 p.m.

Watch the Audit Committee Meeting STREAM  
event on our YCDSB TV Channel:

<http://bit.ly/YCDSB-TV>

*We are gathered on the ancestral lands and waters of all Indigenous Peoples, who have left their footprints on Mother Earth before us.  
We respectfully acknowledge those who have walked on it, those who walk on it now, and future generations who have yet to walk upon it.  
We pray to the Creator for strength and wisdom that all may continue to serve as stewards of the Earth.*

#### Page(s)

### ***Prayer for Gratitude in Every Day Living***

Father in Heaven,  
Thank You for all the  
graces and blessings.  
You have bestowed upon  
us, spiritual and temporal,  
our faith and religious  
heritage.  
Our food and shelter, our  
health, the love we have  
for one another.  
Please grant us continued  
graces and blessing as we  
go upon our day.

Amen

- |                                    |  |            |       |
|------------------------------------|--|------------|-------|
| 1.                                 | Call to Order and Prayer/Land Acknowledgement  | M. Iafrate |       |
| 2.                                 | Roll Call  | C. McNeil  |       |
| 3.                                 | Approval of Agenda   | M. Iafrate |       |
| 4.                                 | Approval of the Minutes of the September 18, 2024 Meeting                              | M. Iafrate | 2-4   |
| 5.                                 | Declaration of Conflict of Interest  | M. Iafrate |       |
| 6.                                 | Business Arising from the Minutes of the Previous Meeting:                             | M. Iafrate |       |
|                                    | a) RIAT Annual Report Re Legislative Compliance Tool                                   | P. Hatt    | 5-6   |
| <b><u>Staff Presentations:</u></b> |  |            |       |
| 7.                                 | 2023-2024 Consolidated Financial Statements  |            |       |
|                                    | a. PowerPoint "Audited Consolidated Financial Statements for the 2023-24 Year-End"     | C. McNeil  | 7-13  |
|                                    | b. 2023-24 Draft Consolidated Financial Statements                                     | C. McNeil  | 14-44 |
| <b><u>Action Item(s):</u></b>      |  |            |       |
| 8.                                 | Approval of YCDSB Consolidated Financial Statements For the Year-Ended August 31, 2024 | C. McNeil  | 45    |
| 9.                                 | Approval of YCDSB Audited Summary Schedules of Educational Development Charges (EDC)   | C. McNeil  | 46-56 |
| 10.                                | RIAT Risk Assessment and Regional Internal Audit Plan 2024-25                          | P. Hatt    | 57-64 |
| <b><u>Information Item(s):</u></b> |  |            |       |
| 11.                                | Annual Audit Committee Report to the Ministry of Education                             | C. McNeil  | 65    |
| 12.                                | YCDSB Regional Internal Audit Team (RIAT) Update                                       | P. Hatt    | 66-68 |
| 13.                                | Audit Committee External Member Update   | C. McNeil  | 69    |
| <b><u>Future Items:</u></b>        |  |            |       |
| 14.                                | Next Meeting Date: March 24, 2025  |            |       |
| <b><u>Adjournment</u></b>          |  |            |       |

## York Catholic District School Board

### MINUTES AUDIT COMMITTEE (Regular Session)

A Regular session of the Audit Committee was held at the Catholic Education Centre Boardroom and virtually via Google Meets, on Wednesday, September 18, 2024, commencing at 6:30 p.m.

**PRESENT:**

Committee Members:	C. Cotton, M. Iafrate, D. Murack*
Other Trustees:	F. Alexander, E. Crowe, A. Grella*, A. Saggese
Administration:	J. De Faveri, J. Sarna, C. McNeil, J. Tsai, J. Kotch, C. Peracchia
RIAT Team:	P. Hatt, Regional Internal Audit Senior Manager
Other Guest(s):	
Absent with Notice:	J. DiMeo, M. Petrilli
Recording:	K. Errett
Presiding:	M. Iafrate, Committee Chair

*[\*denotes attendance via Google Meets]*

**1. CALL TO ORDER, PRAYER AND LAND ACKNOWLEDGEMENT**

Trustee Iafrate, Committee Chair, called the meeting to order and led the opening prayer. C. McNeil, CFO and Treasurer, read the York Catholic District School Board Land Acknowledgement and provided roll call.

**2. APPROVAL OF NEW MATERIAL**

Nil

**3. APPROVAL OF THE AGENDA**

**Motion: Cotton/Murack**

**THAT** the Agenda be approved as presented.

**– MOTION CARRIED –**

**4. APPROVAL OF THE MINUTES**

**Motion: Cotton/Murack**

**THAT** the Minutes of the April 30, 2024 Audit Committee meeting be approved as presented.

**– MOTION CARRIED –**

**5. DECLARATION OF CONFLICT OF INTEREST: Nil**

**6. BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING (April 30, 2024):**

**a) Business Continuity Planning**

J. Kotch, Security & Business Continuity Specialist, provided a verbal update of the Business Continuity Plan and the Crisis Management Plan which were reviewed and revised in September 2024. The revised plans, once approved by department managers in the coming weeks will be reported upon at the October 15, 2024 Corporate Services Committee. It was noted that this review/revision is the first of an annual process to take place every September/October.

**b) YCDSB Regional Internal Audit Team (RIAT) Update**

P. Hatt, Regional Internal Audit Senior Manager, deferred the update to agenda Discussion/Information Item 11. *YCDSB Regional Internal Audit Update & Annual Report*.

**c) School-Day Cashless School System Implementation Update**

J. Tsai, Manager, School Finances and Financial Reporting, provided a verbal update on the efforts to incorporate the processes and procedures related to School-Day into Policy 803 – School Generated Funds by late fall for presentation at a future Policy Committee meeting.

**7. NEXT MEETING DATE:** November 12, 2024**8. ACTION ITEM(S):****a) 2024-25 Audit Plan – Approval of Additional Engagement**

P. Hatt, Regional Internal Audit Senior Manager, provided a report seeking approval to add an additional engagement, Audit of Expense Reimbursements for Trustees and Senior Administration, as one of the 2024-25 RIAT Audit Plan audits. Approval of the recommendation would enable the audit to commence immediately, prior to the approval of the 2024-25 Regional Internal Audit Plan at the November 12, 2024 Audit Committee meeting.

Interim Director of Education, J. De Faveri, highlighted that the aforementioned engagement was excluded during the Ministry Audit undertaken by KPMG, but is being added to the RIAT Annual Plan due to the value which will be provided by increasing tax payer confidence in the Board's use of public funds.

**Motion: Cotton/Murack**

**THAT the Audit Committee approves the inclusion in the Regional Internal Audit Team's Plan for the 2024-25 fiscal year (currently in development) an audit of Expense Reimbursements for Trustees and Senior Administration.**

**– MOTION CARRIED –**

**9. PRESENTATION ITEMS:** Nil**10. DISCUSSION/INFORMATION ITEM(S):****a) YCDSB Regional Internal Audit Update & Annual Report**

P. Hatt, Regional Internal Audit Senior Manager, presented the YCDSB Regional Internal Audit Update & Annual Report which highlighted progress to-date of engagements included in the Board's 2022-23 (School Finance Data Analytics updated to Status: Complete) and 2023-24 Regional Internal Audit Plans, as well as providing updates on Other RIAT Work, including Follow-Up Activities, Risk Assessment & Two-Year Audit Plan and RIAT Annual Report. Appendix 1 – Regional Internal Audit Team (RIAT) Annual Report – 2023-24 and Appendix 1-A Regional Internal Audit Charter was also provided.

It was requested that a future Corporate Services Committee meeting include a summary report pertaining to the School Finance Data Analytics engagement.

Three outstanding engagements from 2023-24 which were updated from the April 30, 2024 report as follows; Special Education Financial and Operational Review Phase 2 (Current Status: Not Started, see Agenda Item 11); Student Achievement Engagement – Analysis of EQAO Trends (Current Status: Planning, see Agenda Item 11) and Succession Planning, focusing on Senior Administration, which was included in the 2023-24 Audit Plan as an amendment (Current Status: Planning, see Agenda Item 11).

Appendix 1 - Regional Internal Audit Team (RIAT) Annual Report 2023-24 was provided to reiterate the purpose, authority and responsibility of RIAT and ensure that RIAT complies with the professional standards. New Internal Audit Standards, effective January 2025, will be integrated into RIATs methodologies, internal documents and templates, and a new Charter will be presented in the new year.

An update on the upcoming recruitment process for a RIAT Audit Specialist to fill a vacancy will be shared with the Audit Committee once the position has been filled.

P. Hatt reported on Appendix 1-B RIAT Quality Assurance & Improvement Program – Action Plans Resulting from Self-Assessment, noting that this year the self-assessment would be augmented with an external assessment. The Action Plan was reflective of two action plans to address partial or non-conformance from last year which are now fully implemented and that progress was made on another four outstanding actions plans.

Further to clarifications regarding engagements at other boards using the Legislative Compliance Tool, it was requested that a report be provided to a future Audit Committee to advise how the tool works, its usefulness by boards using it and whether it is something to consider training staff to use and adopt.

**FUTURE ITEM(S):** Nil

**Adjournment: 7:01 P.M.**

**On Motion: Cotton/Murack and CARRIED**

## Report

TO: York Catholic District School Board Audit Committee

FROM: Paula Hatt, Senior Manager, Regional Internal Audit

DATE: November 12, 2024

SUBJECT: Update on Business Arising from the Minutes of the Previous Meeting  
(September 18, 2024)

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### **BACKGROUND**

At the meeting held on September 18, 2024, RIAT presented our annual report. This report included a list of engagements completed at other boards in the region in 2023-24. One of those engagements was the Legislative Compliance Tool advisory engagement that was completed at three boards in the region last year and four boards in total.

The Audit Committee requested that a report be provided to a future Audit Committee meeting to advise how the tool works, its usefulness for boards using it and whether it is something to consider training staff to use and adopt.

### **PRESENTATION TO MANAGEMENT**

On October 29, 2024, RIAT met with the Associate Director, CFO and Policy Advisor to provide an overview of the Legislative Compliance Tool advisory engagement and a walkthrough of the tool. It was noted that this would be a useful tool and documentation to have.

### **OVERVIEW OF THE LEGISLATIVE COMPLIANCE TOOL ADVISORY ENGAGEMENT**

The objective of the legislative compliance tool advisory engagement is to provide the board with a framework to better ensure and demonstrate compliance with applicable laws and regulations. This is accomplished through completion of the following key activities:

- RIAT develops a compliance universe of all the relevant legislation, regulations and policy and program memoranda that the board is required to follow (224 identified in last engagement).
- Management prioritizes items in the universe based on an inherent risk assessment (taking into account likelihood and impact, but before controls are considered).
- For higher risk items, RIAT works with management to document controls in place and assess the residual risk of non-compliance (i.e., based on controls in place).
- Tool is handed off to Senior Administration, together with details on how it can be managed going forward.

A generic example of the tool, for demonstration only, is provided below:

Legislative Compliance Tool - Generic Example					
Legislation	Inherent Risk (before controls)	Functional Area	Controls	Residual Risk (with controls)	Policy and Procedure reference
PPM 123 (safe arrival programs)	High	Student Services		Moderate	Policy 100 Procedure 100
Municipal Freedom of Information and Protection of Privacy Act	Critical	Information Systems	<ul style="list-style-type: none"> <li>- Policies and procedures</li> <li>- Mandatory training</li> <li>- Spot checks</li> <li>- System access controls</li> </ul>	High	Policy 101 Procedure 101
Occupational Health and Safety Act	High	Human Resource Services	<ul style="list-style-type: none"> <li>- Policies and procedures over this area.</li> <li>- Spot checks</li> <li>- Central monitoring</li> </ul>	Moderate	Policy 200 Procedure 200 Procedure 201
BPS Expenses Directive	High	Finance	<ul style="list-style-type: none"> <li>- Policies and procedures</li> <li>- Regular auditing and analytical procedures</li> <li>- Annual communication to employees / requirement to sign-off that agree to abide</li> </ul>	Limited	Policy 250 Procedure 250
O. Reg. 361/10: Audit Committees	Limited	Finance			

## USEFULNESS FOR BOARDS

This engagement was well-received by management at the other four boards, as it provides a check to ensure that all areas of compliance have been considered. It also provides useful documentation in the event of turnover in senior administration.

The engagement was also well-received by Audit Committees as it helps to fulfill compliance-related duties: *To review the effectiveness of the board's system for monitoring compliance with legislative requirements...*

## CONCLUSION

Given the positive feedback provided by YCDSB management, as well as the feedback provided by other boards and Audit Committees, RIAT will include this engagement in the proposed plan for 2025-26. This plan will be presented to the Audit Committee for approval at a later date.



# **Audited Consolidated Financial Statements for the 2023-24 Year-End**

## **Audit Committee**

### **November 12, 2024**

Prepared by:  
Submitted by:  
Endorsed by:

Jesua Tsai, Manager, Financial Reporting and School Finance  
Calum McNeil, Chief Financial Officer & Treasurer of the Board  
John De Faveri, Interim Director of Education





# Overview

- Consolidated financial statements were prepared in accordance with the Financial Administration Act supplemented by:
  - Ministry of Education memorandum 2004:B2 requiring school boards to adopt Canadian Public Sector Accounting Standards
  - Ontario Regulation 395/11 of the Financial Administration Act requiring the recording of deferred capital contributions
- Annual surplus/deficit in the consolidated financial statements provides the basis for the Ministry compliance in-year surplus/deficit, which includes certain adjustments prescribed by the Ministry





# Statement of Financial Position

(\$ Millions)	2023-24 Actual	2022-23 Actual	Change
<b>FINANCIAL ASSETS</b>			
Cash and cash equivalents	70.5	91.4	(20.9)
Other investments	10.4	-	10.4
Accounts receivable	33.0	15.6	17.4
Accounts receivable - Government of Ontario	214.1	248.6	(34.5)
Accounts receivable - Municipalities	22.8	22.9	(0.1)
Other financial assets	0.8	1.0	(0.2)
<b>TOTAL FINANCIAL ASSETS</b>	<b>351.6</b>	<b>379.5</b>	<b>(27.9)</b>
<b>LIABILITIES</b>			
Accounts payable and accrued liabilities	86.0	66.1	19.9
Deferred revenue	96.7	99.2	(2.5)
Other liabilities	5.6	4.6	1.0
Deferred capital contributions	657.3	665.2	(7.8)
Asset retirement obligations	7.5	7.4	0.0
Retirement & other employee future benefits	17.7	16.6	1.1
Net long-term debt	156.9	182.9	(26.0)
<b>TOTAL LIABILITIES</b>	<b>1,027.7</b>	<b>1,042.0</b>	<b>(14.3)</b>
<b>NET DEBT</b>	<b>(676.1)</b>	<b>(662.5)</b>	<b>(13.6)</b>
<b>NON-FINANCIAL ASSETS</b>			
Tangible capital assets	925.9	927.4	(1.5)
<b>TOTAL NON-FINANCIAL ASSETS</b>	<b>925.9</b>	<b>927.4</b>	<b>(1.5)</b>
<b>ACCUMULATED SURPLUS</b>	<b>249.8</b>	<b>264.9</b>	<b>(15.1)</b>

Reduction due to debt principal repayments (\$26M), grant payment in excess of additions (\$7M) and reduction in Delayed grant payment receivable (\$1M)

2024 includes provision for OECTA Collective Agreement not paid at year end of \$32M. 2023 had a CUPE pay equity accrual of \$10M.

Addition \$29M is less than amortization of (\$37M)

Principal repayments



# Statement of Operations

(\$ Millions)	2023-24 Actual	2022-23 Actual	Change	
<b>REVENUES</b>				
Provincial grants	640.5	612.3	28.2	Increased benchmarks for labour
Deferred capital contribution revenue	37.3	36.6	0.6	
Provincial grants - Grants for Student Needs	677.7	648.9	28.8	
Provincial grants - other	74.0	12.9	61.1	Increase due to Bill 124 Remedy and grant benchmark adjustments
School generated funds	25.3	22.1	3.2	
Investment income	3.3	2.6	0.7	
Other fees and revenues	16.3	11.8	4.4	
<b>TOTAL REVENUES</b>	<b>796.7</b>	<b>698.4</b>	<b>98.3</b>	
<b>EXPENSES</b>				
Instruction	594.0	531.4	62.6	Expenses related to Bill 124 and increased labour rates
Administration	22.8	18.7	4.2	
Transportation	21.6	19.8	1.9	
Pupil accommodation	111.8	110.9	0.9	
School generated funds	24.4	21.6	2.8	Increase in student activities, hot lunches and excursions
Other	37.2	4.9	32.2	\$36M related to labour provision
<b>TOTAL EXPENSES</b>	<b>811.8</b>	<b>707.3</b>	<b>104.5</b>	
<b>ANNUAL SURPLUS/(DEFICIT)</b>	<b>(15.1)</b>	<b>(8.9)</b>	<b>(6.2)</b>	
<b>Accumulated surplus at beginning of year</b>	<b>264.9</b>	<b>273.8</b>	<b>(8.9)</b>	
<b>Accumulated surplus at end of year</b>	<b>249.8</b>	<b>264.9</b>	<b>(15.1)</b>	



# Appendices



# Appendix A - Statement of Operations (Annual Surplus/Deficit): Reconciliation to Compliance

(\$ Millions)	2023-24 Actuals	2022-23 Actuals
Ministry Compliance Surplus/(Deficit)	(18.6)	(9.7)
<b>Items included in Financials (not in compliance)</b>		
Interest Accrued for Long Term Debt	0.3	0.3
School Generated Funds	0.9	0.6
Revenues Recognized for Land	2.5	-
Asset Retirement Obligation	(0.2)	(0.1)
<b>Surplus/(Deficit) per Financial Statements</b>	<b>(15.1)</b>	<b>(8.9)</b>

SGF in surplus position of \$0.6M in 2022-23, and surplus position of \$0.9M in 2023-24

Land revenue excluded from compliance

Asset retirement obligation impact excluded from compliance



## Appendix B - Accumulated Surplus: Reconciliation to Compliance

(\$ Millions)	2023-24 Actuals	2022-23 Actuals
Accumulated Surplus Available for Compliance	(9.9)	8.8
<b>Items included in Financials (not in compliance)</b>		
Employee Future Benefits	(4.6)	(4.6)
Interest Accrued for Long Term Debt	(1.8)	(2.2)
School Generated Funds	9.4	8.4
Asset Retirement Obligation	(4.9)	(4.7)
Revenues Recognized for Land	261.6	259.1
<b>Accumulated Surplus per Financial Statements</b>	<b>249.8</b>	<b>264.9</b>



**York Catholic District School Board  
Consolidated Financial Statements  
Year ended August 31, 2024**

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# Management Report

## **Management's Responsibility for the Consolidated Financial Statements**

The accompanying consolidated financial statements of the York Catholic District School Board are the responsibility of the Board management and have been prepared in accordance with the Financial Administration Act, supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act, as described in Note 1 to the consolidated financial statements.

The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Board management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management. The Audit Committee of the Board meets with the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to the Board's approval of the consolidated financial statements.

The consolidated financial statements have been audited by Doane Grant Thornton LLP, independent external auditors appointed by the Board. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Board's consolidated financial statements.

Original Signed by

Original Signed by

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Director of Education

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Chief Financial Officer

November 12, 2024



# Independent auditor's report

To the Board of Trustees of the York Catholic District School Board

## Opinion

We have audited the consolidated financial statements of York Catholic District School Board ("the Board"), which comprise the consolidated statement of financial position as at August 31, 2024, and the consolidated statements of operations, change in net debt and cash flow for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements are prepared, in all material respects, in accordance with the basis of accounting described in Note 1 to the consolidated financial statements.

## Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Emphasis of Matter

We draw attention to Note 1 to the consolidated financial statements, which describes the basis of accounting used in the preparation of these consolidated financial statements and the significant differences between such basis of accounting and Canadian public sector accounting standards. Our opinion is not modified in respect of this matter.

## Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Board and the organizations it controls to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Toronto, Canada  
XXX xx, 2024

Chartered Professional Accountants  
Licensed Public Accountants



# York Catholic District School Board Consolidated Statement of Financial Position

As at August 31

	2024	2023
	(\$000's)	(\$000's)
<b>Financial assets</b>		
Cash and cash equivalents	70,468	91,438
Other investments (Note 3)	10,380	---
Accounts receivable	32,944	15,591
Accounts receivable – Government of Ontario (Note 4)	214,106	248,568
Accounts receivable – Municipalities	22,825	22,842
Other financial assets	817	1,024
<b>Total financial assets</b>	<b>351,540</b>	<b>379,463</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	85,978	66,069
Deferred revenue (Note 5)	96,721	99,191
Other liabilities	5,609	4,651
Deferred capital contributions (Note 6)	657,348	665,184
Asset retirement obligations (Note 7)	7,453	7,439
Retirement and other employee future benefits (Note 9)	17,714	16,565
Net long-term debt (Note 10)	156,865	182,905
<b>Total liabilities</b>	<b>1,027,688</b>	<b>1,042,004</b>
<b>Net debt</b>	<b>(676,148)</b>	<b>(662,541)</b>
<b>Non-financial assets</b>		
Tangible capital assets (Note 15)	925,909	927,412
<b>Accumulated surplus (Note 16)</b>	<b>249,761</b>	<b>264,871</b>

Contractual obligations and contingent liabilities (Note 18)

Signed on behalf of the Board:

Original Signed by

Original Signed by

Director of Education

Chair of the School Board



**York Catholic District School Board**  
**Consolidated Statement of Operations**

For the Year Ended August 31

2024

2024

2023

	Budget (\$000's)	Actual (\$000's)	Actual (\$000's)
<b>Revenues</b>			
Grants for student needs (Note 13)	601,928	640,473	612,247
Deferred capital contribution revenue	<u>37,663</u>	<u>37,273</u>	<u>36,647</u>
Provincial grants – grants for student needs	639,591	677,746	648,894
Provincial grants – other (Note 22)	12,626	74,027	12,928
School generated funds	21,480	25,326	22,141
Investment income	750	3,274	2,589
Other fees and revenues	<u>29,125</u>	<u>16,348</u>	<u>11,847</u>
<b>Total revenues</b>	<u>703,572</u>	<u>796,721</u>	<u>698,399</u>
<b>Expenses (Note 14)</b>			
Instruction	521,226	594,006	531,439
Administration	18,121	22,845	18,674
Transportation	22,077	21,608	19,756
Pupil accommodation	105,339	111,797	110,945
School generated funds	21,480	24,406	21,567
Other (Note 22)	<u>9,038</u>	<u>37,169</u>	<u>4,949</u>
<b>Total expenses</b>	<u>697,281</u>	<u>811,831</u>	<u>707,330</u>
<b>Annual (deficit) surplus</b>	6,291	(15,110)	(8,931)
<b>Accumulated surplus at beginning of year</b>	<u>261,871</u>	<u>264,871</u>	<u>273,802</u>
<b>Accumulated surplus at end of year</b>	<u>268,162</u>	<u>249,761</u>	<u>264,871</u>



# York Catholic District School Board Consolidated Statement of Cash Flows

For the Year Ended August 31

	2024	2023
	(\$000's)	(\$000's)
<b>Operating transactions</b>		
Annual deficit	(15,110)	(8,931)
Sources and (uses)		
Non-cash items including:		
Amortization, write downs, and gain on disposal	37,371	36,651
Amortization of TCA – asset retirement obligations	191	178
Increase of asset retirement obligation liabilities excluding settlements	45	921
(Increase) of tangible capital assets – asset retirement obligation asset excluding amortization on asset retirement obligations	(45)	(921)
Deferred capital contributions amortization (Note 6)	(37,273)	(36,647)
(Increase) in accounts receivable	(17,336)	(5,771)
Decrease in accounts receivable – Delayed grant payment	1,376	16,713
Decrease (increase) in other financial assets	207	(904)
Increase in accounts payable and accrued liabilities	19,909	23,122
Decrease (increase) in deferred revenue – operating	(396)	577
Increase in retirement and other employee future benefits	1,149	34
Settlement of asset retirement liability through abatement	(31)	(36)
Increase in other liabilities	958	1,463
<b>Cash applied to operating transactions</b>	<u>(8,985)</u>	<u>26,449</u>
<b>Capital transactions</b>		
Cash used to acquire tangible capital assets	<u>(36,014)</u>	<u>(42,685)</u>
<b>Cash applied to capital transactions</b>	<u>(36,014)</u>	<u>(42,685)</u>
<b>Investing transactions</b>		
Increase in value of investments	<u>(10,380)</u>	<u>---</u>
<b>Cash applied to investing transactions</b>	<u>(10,380)</u>	<u>---</u>
<b>Financing</b>		
Decrease in accounts receivable – Government of Ontario	33,086	29,302
Additions to deferred capital contributions (Note 5)	29,437	42,280
(Increase) decrease in deferred revenue – Capital	(2,074)	3,321
Debt repayment and sinking fund contributions	<u>(26,040)</u>	<u>(25,908)</u>
<b>Cash provided by financing transactions</b>	<u>34,409</u>	<u>48,995</u>
<b>Change in cash and cash equivalents</b>	<u>(20,970)</u>	<u>32,759</u>
<b>Opening cash and cash equivalents</b>	<u>91,438</u>	<u>58,679</u>
<b>Closing cash and cash equivalents</b>	<u>70,468</u>	<u>91,438</u>



**York Catholic District School Board**  
**Consolidated Statement of Changes in Net Debt**

For the Year Ended August 31

	2024	2023
	(\$000's)	(\$000's)
Annual (deficit)	<u>(15,110)</u>	<u>(8,931)</u>
Non-financial asset activity		
Acquisition of tangible capital assets	(36,014)	(42,685)
Amortization and write downs of tangible capital assets	37,562	36,829
Changes in estimate of tangible capital assets-asset retirement obligations	(99)	(921)
Disposals of tangible capital assets-asset retirement obligations	<u>54</u>	<u>---</u>
<b>Total non-financial asset activity</b>	<u>1,503</u>	<u>(6,777)</u>
Increase in net debt	<u>(13,607)</u>	<u>(15,708)</u>
Net debt at beginning of year	<u>(662,541)</u>	<u>(646,833)</u>
<b>Net debt at end of year</b>	<u>(676,148)</u>	<u>(662,541)</u>

# York Catholic District School Board

## Notes to the Consolidated Financial Statements

August 31, 2024

(All amounts in thousands of dollars)

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With Jesus Christ as our model, the mission of the York Catholic District School Board (“the Board”) is to provide all students with a Catholic education rooted in equity, well-being and learning.

### 1. Significant accounting policies

The consolidated financial statements are prepared by management in accordance with the basis of accounting described below.

#### a) Basis of Accounting

The consolidated financial statements have been prepared in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.

The Financial Administration Act requires that the consolidated financial statements be prepared in accordance with the accounting principles determined by the relevant Ministry of the Province of Ontario. A directive was provided by the Ontario Ministry of Education within memorandum 2004:B2 requiring school boards to adopt Canadian public sector accounting standards commencing with their year ended August 31, 2004 and that changes may be required to the application of these standards as a result of regulation.

In 2011, the government passed Ontario Regulation 395/11 of the Financial Administration Act. The Regulation requires that contributions received or receivable for the acquisition or development of depreciable tangible capital assets and contributions of depreciable tangible capital assets for use in providing services, be recorded as deferred capital contributions and be recognized as revenue in the statement of operations over the periods during which the asset is used to provide service at the same rate that amortization is recognized in respect of the related asset. The regulation further requires that if the net book value of the depreciable tangible capital asset is reduced for any reason other than depreciation, a proportionate reduction of the deferred capital contribution along with a proportionate increase in the revenue be recognized. For Ontario school boards, these contributions include government transfers, externally restricted contributions and, historically, property tax revenue.

The accounting policy requirements under Regulation 395/11 are significantly different from the requirements of Canadian public sector accounting standards which require that

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410;
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100; and
- property taxation revenue be reported as revenue when received or receivable in accordance with public sector accounting standard PS3510.

As a result, revenue recognized in the statement of operations and certain related deferred revenues and deferred capital contributions may be recorded differently under Canadian Public Sector Accounting Standards.

## 1. Significant accounting policies (continued)

### b) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations accountable for the administration of their financial affairs and resources to the Board and which are controlled by the Board.

School generated funds, which include the assets, liabilities, revenues and expenses of various organizations that exist at the school level and which are controlled by the Board are reflected in the consolidated financial statements.

The Board's consolidated financial statements reflect the proportionate consolidation of the Student Transportation Services - York Region Consortium whereby they include the assets that the Consortium controls, the liabilities that it has incurred, and its pro-rata share of revenues and expenses.

Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated.

### c) Trust Funds

Trust funds and their related operations administered by the Board are not included in the consolidated financial statements as they are not controlled by the Board.

### d) Financial Instruments

Financial instruments are classified into three categories: fair value, amortized cost or cost. The following chart shows the measurement method for each type of financial instrument.

<u>Financial Instrument</u>	<u>Measurement Method</u>
Cash and cash equivalents	Cost
Other investments	Amortized Cost*
Accounts receivable	Amortized Cost*
Accounts payable and accrued liabilities	Amortized Cost*
Accrued vacation pay	Amortized Cost*
Debenture debt	Amortized Cost*

\*Amortized cost is measured using the effective interest rate method. The effective interest method is a method of calculating the amortized cost of a financial asset or a financial liability (or a group of financial assets or financial liabilities) and of allocating the interest income or interest expense over the relevant period, based on the effective interest rate. It is applied to financial assets or financial liabilities that are not in the fair value category and is now the method that must be used to calculate amortized cost.

Cost category: Amounts are measured at cost less any amount for valuation allowance. Valuation allowances are made when collection is in doubt.

Fair value category: The Board manages and reports performance for groups of financial assets on a fair-value basis. Investments traded in an active market are reflected at fair value as at the reporting date. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets are recognized in the Statement of Remeasurement Gains and Losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and



## **1. Significant accounting policies (continued)**

losses are recognized in the Statement of Operations and Accumulated Surplus and related balances reversed from the Statement of Remeasurement Gains and Losses.

### **e) Cash and Cash Equivalents**

Cash and cash equivalents comprise of cash on hand, demand deposits and short-term investments. Short-term investments are highly liquid, subject to insignificant risk of changes in value and have a short maturity term of less than 90 days.

### **f) Investments**

The Board has Other Investments in guaranteed investment certificates, which are recorded at amortized cost using the effective interest rate method.

### **g) Deferred Revenue**

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services, performance obligations and transactions. These amounts are recognized as revenue in the fiscal year the related expenditures are incurred or services are performed.

### **h) Deferred Capital Contributions**

Contributions received or receivable for the purpose of acquiring or developing a depreciable tangible capital asset for use in providing services, or any contributions in the form of depreciable tangible assets received or receivable for use in providing services, shall be recognized as deferred capital contribution as defined in Ontario Regulation 395/11 of the Financial Administration Act. These amounts are recognized as revenue at the same rate as the related tangible capital asset is amortized. The following items fall under this category:

- Government transfers received or receivable for capital purposes
- Other restricted contributions received or receivable for capital purposes
- Property taxation revenues which were historically used to fund capital assets

### **i) Retirement and Other Employee Future Benefits**

The Board provides defined retirement and other future benefits to specified employee groups. These benefits include pension, life insurance, health care benefits, dental benefits, retirement gratuity, worker's compensation and long-term disability benefits.

As part of ratified labour collective agreements for unionized employees that bargain centrally and ratified central discussions with the principals and vice-principals associations, the following Employee Life and Health Trusts (ELHTs) were established in 2016-17: OECTA, CUPE, OSSTF and trust for non-unionized employees including principals and vice-principals. The ELHTs provide health, life and dental benefits to teachers (excluding occasional teachers), education workers (excluding casual and temporary staff), other school board staff and retired individuals up to a school board's participation date into the ELHT. These benefits are being provided through a joint governance structure between the bargaining/employee groups, school board trustees associations and the Government of Ontario. The Board is no longer responsible to provide certain benefits to OECTA effective February 1, 2017, OSSTF effective February 1, 2018, CUPE effective March 1, 2018, principals and vice principals effective April 1, 2018 and non-union employees effective June 1, 2018. Upon transition of the employee groups' health, dental and life benefits plans to the ELHT, school boards are required to remit a negotiated amount per full-time equivalency

## 1. Significant accounting policies (continued)

(FTE) on a monthly basis. Funding for the ELHTs is based on the existing benefits funding embedded within the Grants for Student Needs (GSN), additional ministry funding in the form of a Crown contribution as well as Stabilization Adjustment.

Depending on prior arrangements and employee group, the Board provides health, dental and life insurance benefits for some retirees who are retired under these plans.

The Board has adopted the following policies with respect to accounting for these employee benefits:

- The costs of self-insured retirement and other employee future benefit plans are actuarially determined using management's best estimate of salary escalation, accumulated sick days at retirement, insurance, health care cost trends, disability recovery rates, long-term inflation rates and discount rates.
- The cost of retirement gratuities are actuarially determined using the employee's salary, banked sick days and years of service as at August 31, 2012 and management's best estimate of discount rates. Any actuarial gains and losses arising from changes to the discount rate are amortized over the expected average remaining service life of the employee group.
- For self-insured retirement and other employee future benefits that vest or accumulated over the periods of service provided by employees, such as life insurance and health care benefits for retirees, the cost is actuarially determined using the projected benefits method prorated on service. Under this method, the benefit costs are recognized over the expected average service life of the employee group.
- For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for worker's compensation, long-term disability and life insurance and health care benefits for those on disability leave, the cost is recognized immediately in the period the events occur. Any actuarial gains and losses that are related to these benefits are recognized immediately in the period they arise.
- The costs of multi-employer defined pension plan benefits, such as the Ontario Municipal Employees Retirement System pensions, are the employer's contributions due to the plan in the period. The costs of insured benefits are the employer's portion of insurance premiums owed for coverage of employees during the period.

### j) **Tangible Capital Assets**

Tangible capital assets are recorded at historical cost less accumulated amortization. Historical cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, as well as interest related to financing during construction and legally or contractually required retirement activities. When historical cost records were not available, other methods were used to estimate the costs and accumulated amortization.

Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

## 1. Significant accounting policies (continued)

Tangible capital assets, except land, are amortized on a straight-line basis over their estimated useful lives as follows:

<u>Asset</u>	<u>Estimated Useful Life in Years</u>
Land improvements with finite lives	15
Buildings and building improvements	40
Portable structures	20
Other buildings	20
First-time equipping of schools	10
Furniture	10
Equipment	5-15
Computer hardware	3
Computer software	5
Vehicles	5-10
Leasehold Improvements	Over the lease term

Assets under construction and assets that relate to pre-acquisition and pre-construction costs are not amortized until the asset is available for productive use.

Land permanently removed from service and held for resale is recorded at the lower of cost and estimated net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing. Buildings permanently removed from service and held for resale cease to be amortized and are recorded at the lower of carrying value and estimated net realizable value. Tangible capital assets which meet the criteria for financial assets are reclassified as “assets held for sale” on the Consolidated Statement of Financial Position.

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

### k) Government Transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made. If government transfers contain stipulations, which give rise to a liability, they are deferred and recognized in revenue when the stipulations are met.

Government transfers for capital are deferred as required by Regulation 395/11, recorded as deferred capital contributions (DCC) and recognized as revenue in the consolidated statement of operations at the same rate and over the same periods as the asset is amortized.

### l) Other Revenues

Other revenues from transactions with performance obligations, for example, fees or royalties from the sale of goods or rendering of services, are recognized as the board satisfies a performance obligation by providing the promised goods or services to the payor. Other revenue from transactions with no performance obligations, for example, fines and penalties, are recognized when the board has the authority to claim or retain an inflow of economic resources and when a past transaction or event is an asset. Amounts received prior to the end of the year that will be recognized in subsequent fiscal year are deferred

## **1. Significant accounting policies (continued)**

and reported as a liability. The majority of board revenues do not fall under the new PS 3400 accounting standard.

### **m) Investment Income**

Investment income is reported as revenue in the period earned.

When required by the funding government or related Act, investment income earned on externally restricted funds such as pupil accommodation, education development charges and special education forms part of the respective deferred revenue balances.

### **n) Long-term Debt and Capital Leases**

Long-term debt is recorded net of related sinking fund asset balances.

### **o) Budget Figures**

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Trustees. The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending within the guidelines of the funding model. The budget figures presented have been adjusted to reflect the same accounting policies that were used to prepare the consolidated financial statements.

### **p) Use of Estimates**

The preparation of consolidated financial statements in conformity with the basis of accounting described in Note 1(a) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the year. Accounts subject to significant estimates include retirement and other future employee benefits and the estimated useful lives of tangible capital assets. Actual results could differ from these estimates.

There is measurement uncertainty surrounding the estimation of liabilities for asset retirement obligations of \$7,453. These estimates are subject to uncertainty because of several factors including but not limited to incomplete information on the extent of controlled materials used (e.g. asbestos included in inaccessible construction material), indeterminate settlement dates, the allocation of costs between required and discretionary activities and/or change in the discount rate.

### **q) Education Property Tax Revenue**

Under Canadian Public Sector Accounting Standards, the entity that determines and sets the tax levy records the revenue in the financial statements, which in the case of the Board, is the Province of Ontario. As a result, education property tax revenue received from the municipalities is recorded as part of Grants for Student Needs, under Education Property Tax.

### **r) Non Monetary Transactions**

Non-monetary transactions include the exchange of non-monetary assets, liabilities or services for other non-monetary assets, liabilities or services with little or no monetary consideration involved. It also includes transactions where non-monetary assets, liabilities or services are transferred without any consideration given in return. Non-monetary transactions that lack commercial substance are measured at their carrying value.

## 2. Change in Accounting Policy – Adoption of New Accounting Standards

The Board adopted the following standards concurrently beginning September 1, 2023 retroactively: PS 3160 *Public Private Partnerships*, PS 3400 *Revenue*, and adopted PSG-8 *Purchased Intangibles* prospectively. There were no adjustments required as a result of the adoption of these standards.

PS 3160 Public Private Partnerships (P3s) provides specific guidance on the accounting and reporting for P3s between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

PS 3400 Revenue establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions. For exchange transactions, revenue is recognized when a performance obligation is satisfied. For non-exchange transactions, revenue is recognized when there is authority to retain an inflow of economic resources and a past event that gave rise to an asset has occurred.

PSG-8 Purchased Intangibles provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

## 3. Other Investments

Other investments are comprised of a redeemable GIC recorded at amortized cost. The investments are carried on the Statement of Financial Position.

	2024				2023			
	Issue Date	Maturity Date	Interest Rate (%)	Amount (\$)	Issue Date	Maturity Date	Interest Rate (%)	Principal Amount (\$)
Redeemable GIC – principal	Dec.19, 2023	Sep.16, 2024	5.4%	\$10,000	---	---	---	---
Interest				\$380				
Total				\$10,380	---	---	---	---

#### 4. Accounts receivable - Government of Ontario

The Province of Ontario (Province) replaced variable capital funding with a one-time debt support grant in 2009-10. York Catholic District School Board received a one-time grant that recognizes capital debt as of August 31, 2010 that is supported by the existing capital programs. The Board receives this grant in cash over the remaining term of the existing capital debt instruments. The Board may also receive yearly capital grants to support capital programs which would be reflected in this account receivable.

The Ministry of Education introduced a cash management strategy effective September 1, 2018. As part of the strategy, the ministry delays part of the grant payment to school boards where the adjusted accumulated surplus and deferred revenue balances are in excess of certain criteria set out by the Ministry.

	<u>2024</u> \$	<u>2023</u> \$
Account receivable – capital grant	169,663	202,749
Account receivable – delayed grant payments	<u>44,443</u>	<u>45,819</u>
<b>Closing balance</b>	<u><b>214,106</b></u>	<u><b>248,568</b></u>

#### 5. Deferred revenue

Revenues received and that have been set aside for specific purposes by legislation, regulation or agreement are included in deferred revenue and reported on the Consolidated Statement of Financial Position.

Deferred revenue set aside for specific purposes by legislation, regulation or agreement as at August 31, 2024 is comprised of:

	Balance as at August 31, <u>2023</u> \$	Externally restricted revenue and investment <u>income</u>	Transfers (to)/from Deferred Capital <u>Contributions</u>	Revenue Recognized and adjustments <u>in the period</u>	Balance as at August 31, <u>2024</u> \$
Legislative Grants - operating	8,684	83,906	-	84,275	8,315
Other Ministry of Education	176	8,105	-	8,103	178
Third Party	377	1,743	-	1,773	347
Other Provincial Grants	-	322	-	322	-
Deferred revenue – operating	<u>9,237</u>	<u>94,076</u>	<u>-</u>	<u>94,473</u>	<u>8,840</u>
Legislative Grants – capital	5,470	33,072	8,814	26,777	2,951
Other Ministry of Education	-	-	-	-	-
Proceeds of disposition	50,473	-	5,572	538	44,363
Education development charges	34,011	7,335	-	779	40,567
Deferred revenue – capital	<u>89,954</u>	<u>40,407</u>	<u>14,386</u>	<u>28,094</u>	<u>87,881</u>
<b>Total deferred revenue</b>	<u><b>99,191</b></u>	<u><b>134,483</b></u>	<u><b>14,386</b></u>	<u><b>122,567</b></u>	<u><b>96,721</b></u>

## 6. Deferred capital contributions

Deferred capital contributions include grants and contributions received that are used for the acquisition of tangible capital assets in accordance with regulation 395/11 that have been expended by year end. The contributions are amortized into revenue over the life of the asset acquired.

	<u>2024</u>	<u>2023</u>
	\$	\$
Opening balance	665,184	659,551
Additions to deferred capital contributions	29,437	42,280
Revenue recognized in the period	<u>(37,273)</u>	<u>(36,647)</u>
<b>Closing balance</b>	<b><u>657,348</u></b>	<b><u>665,184</u></b>

## 7. Asset retirement obligations

The Board discounts significant obligations where there is a high degree of confidence on the amount and timing of cash flows and the obligation will not be settled for at least five years from the reporting date. The discount and inflation rate is reflective of the risks specific to the asset retirement liability.

As at August 31, 2024, all liabilities for asset retirement obligations are reported at current costs in nominal dollars without discounting.

A reconciliation of the beginning and ending aggregate carrying amount of the ARO liability is below:

	<b>2024</b>	<b>2023</b>
<b>As at August 31</b>		
<b>Liabilities for asset retirement obligations at beginning of year</b>	<b>7,439</b>	<b>6,554</b>
Liabilities incurred/during the year	(54)	-
Increase in liabilities reflecting changes in the estimate of liabilities <sup>1</sup>	99	921
Liabilities settled during the year	<u>(31)</u>	<u>(36)</u>
<b>Liabilities for asset retirement obligations at end of year</b>	<b><u>7,453</u></b>	<b><u>7,439</u></b>

<sup>1</sup> Reflecting changes in the estimated cash flows and the discount rate

The Board made an inflation adjustment increase in estimates of 3.66% as at March 31, 2024, to reflect costs as at that date. In the 2022-23 financial statements, it was noted that the Board made an inflation adjustment increase in estimates of 14.05% as at March 31, 2023, in line with the Provincial government fiscal year end, to liability balances based on previous cost estimates, to reflect costs as at that date. Based on a lookback of fiscal year 2022-23, the estimated rate of 14.05% (based on the Canada Building Construction Price Index (BCPI) data from October 1, 2021 to September 30, 2022, used to estimate the April 1, 2022 to March 31, 2023 escalation rate), was higher than the actual increase in BCPI of 10.88% during April 1, 2022 to March 31, 2023. As a result, the additional inflation applied to the ARO liability from the prior year's estimate was taken into account when determining how much to escalate as at March 31, 2024 in alignment with the

## **7. Asset retirement obligations (continued)**

Provincial government fiscal year end. According to provincial instruction, if no other adjustments were made to estimates at August 31, 2023, boards were to use an adjustment rate of 3.66% at March 31, 2024. No further inflation adjustment increase was made as at August 31, 2024.

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## **8. Financial instruments**

### **Risks arising from financial instruments and risk management**

The Board is exposed to a variety of financial risks including credit risk, liquidity risk and market risk. The Board's overall risk management program focuses on the unpredictability of financial markets and seeks to minimize potential adverse effects on the Board's financial performance.

#### **Credit risk**

The Board's principal financial assets are cash, accounts receivable and investments, which are subject to credit risk. The carrying amounts of financial assets on the Statement of Financial Position represent the Board's maximum credit exposure as at the Statement of Financial Position date.

#### **Liquidity risk**

Liquidity risk is the risk that the Board will not be able to meet all cash flow obligations as they come due. The Board mitigates the risk by monitoring cash activities and expected outflows through extensive budgeting and maintaining sufficient cash on hand if unexpected cash outflows arise.

#### **Market risk**

The Board is exposed to interest rate risk and price risk with regard to its portfolio and other investments and interest rate risk on its long-term debts, all of which are regularly monitored.

The Board's financial instruments consist of cash, other investments, accounts receivable, accounts payable and accrued liabilities, and long-term debt. It is the Board's opinion that the Board is not exposed to significant interest rate or currency risks arising from these financial instruments except as otherwise disclosed.



## 9. Retirement and other employee future benefits

Retirement and other employee future benefits liabilities and expense as of August 31, 2024 is comprised of:

	August 31, 2024		
	Retirement Benefits	Other Employee Future Benefits	Total Employee Future Benefits
<b>Accrued employee future benefit obligations</b>	<b>\$ 6,963</b>	<b>\$ 10,751</b>	<b>\$ 17,714</b>
Current year benefit cost	\$ -	\$ 4,214	\$ 4,214
Change due to data correction	-	-	-
Amortization of actuarial gains/(losses)	8	(278)	(270)
Interest on accrued benefit obligation	285	320	605
<b>Employee future benefits expenses</b>	<b>\$ 293</b>	<b>\$ 4,257</b>	<b>\$ 4,549</b>

Retirement and other employee future benefits liabilities and expense as of August 31, 2023 is comprised of:

	August 31, 2023		
	Retirement Benefits	Other Employee Future Benefits	Total Employee Future Benefits
<b>Accrued employee future benefit obligations</b>	<b>\$ 7,485</b>	<b>\$ 9,080</b>	<b>\$ 16,565</b>
Current year benefit cost	\$ -	\$ 2,868	\$ 2,868
Change due to data correction	-	-	-
Amortization of actuarial gains/(losses)	41	(475)	(434)
Interest on accrued benefit obligation	283	266	549
<b>Employee future benefits expenses</b>	<b>\$ 324</b>	<b>\$ 2,659</b>	<b>\$ 2,983</b>

<sup>1</sup> Excluding pension contributions to the Ontario Municipal Employees Retirement System, a multi-employer pension plan, described below.

## 9. Retirement and other employee future benefits (continued)

### (a) Actuarial Assumptions

The accrued benefit obligations for employee future benefit plans as at August 31, 2024 are based on actuarial assumptions of future events determined for accounting purposes as at August 31, 2024. Actuarial probabilities were determined and based on updated average daily salary and banked sick days as at August 31, 2024. The economic assumptions used in these valuations are the Board's best estimates of expected rates as follows:

	<u>2024</u> %	<u>2023</u> %
Inflation		
Workplace Safety and Insurance Boards Obligation ("WSIB")	2.0	2.5
General inflation for all benefits	2.0	2.0
Wage and salary escalation		
Sick leave benefits	2.0	2.0
Insurance and health care cost escalation		
WSIB health care costs	4.0	4.0
Health care cost escalation	5.0	5.0
Dental benefit care escalation	5.0	5.0
Discount on accrued benefit obligation		
WSIB obligation	3.8	4.4
Sick leave benefits, life insurance, health care and long-term disability	3.8	4.4

### (b) Retirement Benefits

#### (i) Ontario Teacher's Pension Plan (OTPP)

Teachers and related employee groups are eligible to be members of OTPP. Employer contributions for these employees are provided directly by the Province of Ontario. The pension costs and obligations related to this plan are a direct responsibility of the Province. Accordingly, no costs or liabilities related to this plan are included in the Board's consolidated financial statements.

#### (ii) Ontario Municipal Employees Retirement System ("OMERS")

All non-teaching employees of the Board are eligible to be members of the OMERS, a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. The Board contributions equal the employee contributions to the plan. During the year ended August 31, 2024, the Board contributed \$12,029 (2023 - \$9,788) to the plan. As this is a multi-employer pension plan, these contributions are the Board's pension benefit expenses. No pension liability for this type of plan is included in the Board's consolidated financial statements.

#### (iii) Retirement Gratuities

The Board provides retirement gratuities to certain groups of employees hired prior to specified dates. The Board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements. The amount of the gratuities payable to eligible employees at retirement is based on their salary, accumulated sick days, and years of service at August 31, 2012.

## **9. Retirement and other employee future benefits (continued)**

### **(b) Retirement Benefits (continued)**

#### **(iv) Retirement life insurance and health care benefits**

The Board provides life insurance, health care and dental benefits to certain employee groups after retirement until the members reach 65 years of age depending on prior arrangements. The premiums are based, on the Board experience for those who have not transitioned to the ELHT, and retiree or active rates for those who have transitioned to the ELHT. Depending on the year of retirement, retiree premiums may be subsidized by the Board as defined by individual service contracts. The benefit costs and liabilities related to the subsidization are included in the Board's consolidated financial statements. In accordance with the Broader Public Sector Executive Compensation Act, 2014, employees with these benefits are no longer eligible for post-retirement benefits under the board's compensation plan except for the transition period (i.e., by the third anniversary of the effective date of the new executive compensation plan). Employees must have retired before August 31, 2019 to be eligible for post-retirement benefits and August 31, 2024 for Designated Executives.

### **(c) Other Employee Future Benefits**

#### **(i) Workplace Safety and Insurance Board Obligations**

- a. The Board is a Schedule 2 employer under the Workplace Safety and Insurance Act ("WSIB") and, as such, assumes responsibility for the payment of all claims to its injured workers under the Act. The Board does not fund these obligations in advance of payments made under the Act. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements. School boards are required to provide salary top-up to a maximum of 4 ½ years for employees receiving payments from the Workplace Safety and Insurance Board, where the collective agreement negotiated prior to 2012 included such a provision.
- b. The Workplace Safety and Insurance Board obligations for employee future benefit plans as at August 31, 2024 are based on actuarial valuations for accounting purposes as at August 31, 2024. These actuarial valuations were based on assumptions about future events.

#### **(ii) Long-Term Disability**

- a. The Board provides long-term disability benefits to certain employee groups. The costs of salary compensation paid to employees on long-term disability are fully insured and not included in this plan.

#### **(iii) Sick Leave Top-up Benefits**

A maximum of eleven unused sick leave days from the current year may be carried forward into the following year only, to be used to top-up salary for illnesses paid through the short-term leave and disability plan in that year. The benefit costs expensed in the financial statements relating to this are \$319 (2023 - \$456).

For accounting purposes, the valuation of the accrued benefit obligation for the sick leave top-up is based on actuarial assumptions about future events determined as at August 31, 2024 and is based on the average daily salary, and banked sick days of employees as at August 31, 2024.

## 10. Net long-term debt

Debenture debt and capital loans reported on the Consolidated Statement of Financial Position is comprised of the following:

(BNY – BNY Trust Company of Canada, OFA – Ontario Financing Authority)

Debenture/Loan	Interest	Maturity	2024 \$	2023 \$
BNY - #179	7.200	09-Jun-25	4,110	7,939
BNY - #182	6.550	19-Oct-26	6,181	8,388
BNY - #186	5.800	07-Nov-28	7,295	8,677
BNY - #188	4.789	08-Aug-30	18,976	21,647
OFA - #189	4.560	15-Nov-31	4,424	4,909
BNY - #190	5.376	25-Jun-32	29,144	31,993
OFA - #191	4.900	03-Mar-33	9,430	10,269
OFA - #192	5.347	15-Nov-33	3,466	3,740
OFA - #193	5.062	13-Mar-34	2,114	2,276
OFA - #196	5.047	15-Nov-34	21,806	23,348
OFA - #197	5.232	13-Apr-35	729	777
OFA - #198	3.942	19-Sep-25	9,632	16,458
OFA - #199	4.833	11-Mar-36	926	983
OFA - #201	3.564	09-Mar-37	11,366	12,055
OFA - #202	3.799	19-Mar-38	7,719	8,136
OFA - #203	4.037	30-Oct-28	5,513	6,620
OFA - #204	4.003	11-Mar-39	8,237	8,637
OFA - #206	2.993	09-Mar-40	141	148
OFA - #207	3.242	15-Mar-41	5,656	5,905
Balance as at August 31			156,865	182,905

#### 10. Net long-term debt (continued)

Principal and interest payments relating to net debenture debt, and capital loans of \$156,865 outstanding as at August 31, 2024 are due as follows:

	<u>Principal</u>	<u>Interest Payments</u>	<u>Total</u>
2025	27,386	7,211	34,597
2026	19,552	5,876	25,428
2027	16,538	4,962	21,500
2028	15,971	4,166	20,137
2029	15,089	3,379	18,468
Thereafter	<u>62,329</u>	<u>8,958</u>	<u>71,287</u>
Total	\$ <u>156,865</u>	\$ <u>34,552</u>	\$ <u>191,417</u>

Interest on long-term debt amounted to \$8,222 (2023 - \$13,795).

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#### 11. Temporary borrowing

The Board has lines of credit available to a maximum of \$75,000 on revolving facilities to address operating requirements to bridge capital expenditures.

Interest on the operating facilities range from the bank's prime lending rate minus 0.75%, while the CORRA based loans range from daily/term CORRA Rate plus 1.05%. All loans are unsecured, due on demand and are in the form of term loans.

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#### 12. Debt charges and capital loans and leases interest

	<u>2024</u>	<u>2023</u>
	\$	\$
Principal payments on long-term liabilities	26,040	25,908
Interest payments on long-term liabilities	8,222	9,519
Capital lease interest	<u>-</u>	<u>4,276</u>
Balance as at August 31	<u>34,262</u>	<u>39,703</u>

### 13. Grants for Student Needs

School boards in Ontario receive the majority of their funding from the provincial government. This funding comes in two forms: provincial legislative grants and location taxation in the form of education property tax. The provincial government sets the education property tax rate. Municipalities in which the board operates collect and remit education property taxes on behalf of the Province of Ontario. The Province of Ontario provides additional funding up to the level set by the education funding formulas. 80% (2023 – 88%) of the consolidated revenues of the Board are directly controlled by the provincial government through the grants for student needs. The payment amounts of this funding are as follows:

	<u>2024</u>	<u>2023</u>
	\$	\$
Provincial Legislative Grants	449,329	422,270
Education Property Tax	<u>191,144</u>	<u>189,977</u>
<b>Grants for Student Needs</b>	<b><u>640,473</u></b>	<b><u>612,247</u></b>

### 14. Expenses by object

The following is a summary of the expenses reported on the Consolidated Statement of Operations by object:

	<u>2024</u>	<u>2024</u>	<u>2023</u>
	Budget	Actual	Actual
	\$	\$	\$
Salary and wages	469,148	577,249	479,065
Employee benefits	80,180	93,812	83,840
Staff development	802	621	842
Supplies and services	54,538	58,764	54,522
Interest charges on capital	8,222	8,222	13,795
Rental expenses	642	724	579
Fees and contract services	34,036	33,281	32,273
Other	11,894	740	5,585
Transfer to other boards	-	856	-
Amortization and write-downs of tangible capital assets	37,693	37,371	36,651
Amortization expenses on TCA - ARO	<u>126</u>	<u>191</u>	<u>178</u>
<b>Total expenses</b>	<b><u>697,281</u></b>	<b><u>811,831</u></b>	<b><u>707,330</u></b>

15. Tangible capital assets

<u>Cost</u>	<u>Balance at August 31, 2023</u>	<u>Balance Sheet Reclass 2023</u>	<u>Opening Balance Adjusted</u>	<u>Additions and Transfers</u>	<u>Disposals, write-offs, Adjustments</u>	<u>Revaluation of TCA-ARO</u>	<u>Balance August 31, 2024</u>
Land	\$ 259,132	\$ -	\$ 259,132	\$ 2,444	\$ -	\$ -	\$ 261,576
Land improvements	57,330	10	57,340	6,868	-	-	64,208
Buildings	1,106,992	1,517	1,108,509	57,812	54	99	1,166,366
Furniture and equipment	12,888		12,888	3,386	5,171	-	11,103
Construction in progress	36,575	(1,527)	35,048	(34,496)	-	-	552
Capital lease assets	-		-	-	-	-	-
<b>Total cost</b>	<b>\$ 1,472,917</b>	<b>\$ -</b>	<b>\$ 1,472,917</b>	<b>\$ 36,014</b>	<b>\$ 5,225</b>	<b>\$ 99</b>	<b>\$ 1,503,805</b>
<u>Accumulated Amortization</u>	<u>Balance at August 31, 2023</u>	<u>Balance Sheet Reclass 2023</u>	<u>Opening Balance Adjusted</u>	<u>Additions and Transfers</u>	<u>Disposals, write-offs, Adjustments</u>	<u>Revaluation of TCA-ARO</u>	<u>Balance August 31, 2024</u>
Land improvements	\$ 23,232	\$ -	\$ 23,232	\$ 3,860	\$ -	\$ -	\$ 27,092
Buildings	513,482	-	513,482	31,593	-	-	545,075
Furniture and equipment	8,791	-	8,791	2,109	5,171	-	5,729
Capital lease assets	-	-	-	-	-	-	-
<b>Total amortization</b>	<b>\$ 545,505</b>	<b>\$ -</b>	<b>\$ 545,505</b>	<b>\$ 37,562</b>	<b>\$ 5,171</b>	<b>\$ -</b>	<b>\$ 577,896</b>
<b><u>Net book value</u></b>						<b><u>2024</u></b>	<b><u>2023</u></b>
Land					\$	261,576	\$ 259,132
Land improvements						37,116	34,098
Buildings						621,291	593,510
Furniture and equipment						5,374	4,097
Construction in progress						552	36,575
<b>Total net book value</b>					<b>\$</b>	<b><u>925,909</u></b>	<b><u>\$ 927,412</u></b>

<sup>1</sup>See Note 2 Change in Accounting Policy

## 15. Tangible capital assets (continued)

### a) Assets under construction

Assets under construction having a value of \$553 (2023 - \$35,048) have not been amortized. Amortization of these assets will commence when the assets are put into service.

### b) Write-down of Tangible Capital Assets

The write-down of tangible capital assets during the year was \$nil (2023 - \$nil).

16. Accumulated surplus	2024 \$	2023 \$
Accumulated surplus consists of the following:		
Invested in non-depreciable tangible capital assets	261,576	259,132
Employee future benefits to be covered in the future	(4,556)	(4,556)
Interest accrual	(1,843)	(2,179)
School Generated Funds	9,370	8,450
Asset Retirement Obligations to be covered in the future	(4,903)	(4,743)
Unrestricted	(9,883)	8,767
Total accumulated surplus	249,761	264,871

## 17. Ontario School Board Insurance Exchange (OSBIE)

The Board is a member of the Ontario School Board Insurance Exchange (OSBIE), a reciprocal insurance company licensed under the Insurance Act of Ontario. OSBIE insures general liability, property damage and certain other risks. Liability insurance is available to a maximum of \$24,000 per occurrence. Premiums paid to OSBIE for the policy year ending December 31, 2024 amounted to \$1,611 (2023 - \$1,659). There are ongoing legal cases with uncertain outcomes that could affect future premiums paid by the School board.

Any school board wishing to join OSBIE must execute a reciprocal insurance exchange agreement whereby every member commits to a five-year subscription period, the current one of which will end on December 31, 2026.

OSBIE exercises stewardship over the assets of the reciprocal, including the guarantee fund. While no individual school board enjoys any entitlement to access the assets of the reciprocal, the agreement provides for two circumstances when a school board, that is a member of a particular underwriting group, may receive a portion of the accumulated funds of the reciprocal.

- 1) In the event that the board of directors determines, in its absolute discretion, that the exchange has accumulated funds in excess of those required to meet the obligations of the Exchange, in respect of claims arising in prior years in respect of the underwriting group, the Board of Directors may reduce the actuarially determined rate for policies of insurance or may grant premium credits or policyholder dividends for that underwriting group in any subsequent underwriting year.



## **17. Ontario School Board Insurance Exchange (OSBIE) (continued)**

- 2) Upon termination of the exchange of reciprocal contracts of insurance within an Underwriting Group, the assets related to the Underwriting Group, after payment of all obligations, and after setting aside an adequate reserve for further liabilities, shall be returned to each Subscriber in the Underwriting Group according to its subscriber participation ratio and after termination the reserve for future liabilities will be reassessed from time to time and when all liabilities have been discharged, any remaining assets returned as the same basis upon termination.

In the event that a Board or other Board organization ceases to participate in the exchange of contracts of insurance within an Underwriting Group or within the Exchange, it shall continue to be liable for any Assessment(s) arising during or after such ceased participation in respect of claims arising prior to the effective date of its termination of membership in the Underwriting Group or in the exchange, unless satisfactory arrangements are made with in the board of directors to buy out such liability.

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## **18. Contractual obligations and contingent liabilities**

### **Contractual obligations**

The Board enters into contracts for construction and renovation of various new and existing schools. The Board's commitment under these contracts as at August 31, 2024 is \$608.

### **Contingent liabilities**

The Board is contingently liable with respect to litigation and claims, which arise from time to time in the normal course of business. The Board's has recorded contingent liabilities at August 31, 2024 of \$414.

## 19. Transportation consortium

In September 2010, the Board renewed its agreement with York Region District School Board in order to provide common administration of student transportation in the Region. This agreement was executed in an effort to increase delivery efficiency and cost effectiveness of student transportation for each of the Boards. Under the agreement, decisions related to the financial and operating activities of Student Transportation Services of York Region Consortium are shared. No partner is in a position to exercise unilateral control.

Each board participates in the shared costs associated with this service for the transportation of their respective students through Student Transportation Services of York Region. This entity is proportionately consolidated in the board's consolidated financial statements whereby the board's pro-rata share of assets, liabilities, revenues and expenses of the consortium are included in the board's consolidated financial statements. The board's pro-rata share for 2024 is 50.0% (2023 – 50.0%). The transportation consortium has no assets, liabilities or revenue for 2024 and 2023. Inter-organizational transactions and balances have been eliminated.

The following summarizes the School Board's share of expenses:

	<u>2024</u> <u>Total</u> \$	<u>2024</u> <u>Board</u> <u>Portion</u> \$	<u>2023</u> <u>Total</u> \$	<u>2023</u> <u>Board</u> <u>Portion</u> \$
Expenses	<u>1,967</u>	<u>983</u>	<u>1,572</u>	<u>786</u>

## 20. Repayment of "55 school board trust" funding

On June 1, 2003, the Board received \$3,008 from The 55 School Board Trust for its capital related debt eligible for provincial funding support pursuant to a 30-year agreement it entered into with the trust. The 55 School Board Trust was created to refinance the outstanding not permanently financed (NPF) debt of participating boards who are beneficiaries of the trust. Under the terms of the agreement, The 55 School Board Trust repaid the Board's debt in consideration for the assignment by the Board to the trust of future provincial grants payable to the Board in respect of the NPF debt.

As a result of the above agreement, the liability in respect of the NPF debt is no longer reflected in the Board's financial position. The flow-through of \$224 (2023 - \$224) in grants in respect of the above agreement for the year ended August 31, 2024, is recorded in these consolidated financial statements.

## **21. Related party disclosures**

The Ontario Financing Authority (OFA) provides financing to various public bodies on direction from the Province. These loans are included in the Province's consolidated financial statements.

The Board has principal amounts payable to OFA of \$91,159 (2023 - \$104,262). These loans bear interest ranging from 2.993% to 5.347% and mature from 2025 to 2041. Details of the loans are disclosed under Note 10.

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## **22. In-kind transfers from the Ministry of Public and Business Service Delivery**

The Board has recorded entries, both revenues and expenses, associated with centrally procured in-kind transfers of personal protective equipment (PPE) and critical supplies and equipment (CSE) received from the Ministry of Public and Business Service Delivery (MPBSD). The amounts recorded were calculated based on the weighted average cost of the supplies as determined by MPBSD and quantity information based on the board's records. The in-kind revenue for these transfers, recorded in Provincial grants - other, is \$110 with expenses based on use of \$110 recorded in Other expenses for a net impact of \$nil.

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## **23. Future accounting standard adoption**

The Board is in the process of assessing the impact of the upcoming new standards and the extent of the impact of their adoption on its financial statements.

**Applicable for fiscal years beginning on or after April 1, 2026 (in effect for the board as of September 1, 2026 for the year ending August 31, 2027). Standards must be implemented at the same time:**

### New Public Sector Accounting Standards (PSAS) Conceptual Framework:

This new model is a comprehensive set of concepts that underlie and support financial reporting. It is the foundation that assists:

- preparers to account for items, transactions and other events not covered by standards;
- auditors to form opinions regarding compliance with accounting standards;
- users in interpreting information in financial statements; and
- Public Sector Accounting Board (PSAB) to develop standards grounded in the public sector environment.

The main changes are:

- Additional guidance to improve understanding and clarity
- Non-substantive changes to terminology/definitions
- Financial statement objectives foreshadow changes in the Reporting Model
- Relocation of recognition exclusions to the Reporting Model
- Consequential amendments throughout the Public Sector Accounting Handbook

The framework is expected to be implemented prospectively.

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## **23. Future Accounting Standard Adoption (continued)**

### Reporting Model- PS 1202- Financial Statement Presentation:

This reporting model provides guidance on how information should be presented in the financial statements and will replace PS 1201- Financial Statement Presentation. The model is expected to be implemented retroactively with restatement of prior year amounts.

The main changes are:

- Restructured Statement of Financial Position
  - Introduction of financial and non-financial liabilities
  - Amended non-financial asset definition
  - New components of net assets- accumulated other and issued share capital
  - Relocated net debt to its own statement
  - Renamed the net debt indicator
  - Revised the net debt calculation
  - Removed the Statement of Change in Net Debt
  - New Statement of Net Financial Assets/Liabilities
  - New Statement of Changes in Net Assets Liabilities
  - Isolated financing transaction in the Cash Flow Statement
- 

## **24. Monetary resolution to Bill 124, The protecting a sustainable public sector for future generations act**

A monetary resolution to Bill 124 was reached between the Crown and the following education sector unions Elementary Teachers' Federation of Ontario (ETFO), Ontario Secondary School Teachers' Federation (OSSTF), Ontario English Catholic Teachers' Association (OECTA), and Association des Enseignantes et Enseignants Franco-Ontariens (AEFO) <Canadian Union of Public Employees (CUPE), Elementary Teachers' Federation of Ontario- Education Workers (ETFO-EW), Ontario Secondary School Teachers' Federation- Education Workers (OSSTF-EW), Education Workers' Alliance of Ontario (EWAO), Ontario Council of Education Workers (OCEW). This agreement provides a 0.75% increase for salaries and wages on September 1, 2019, a 0.75% increase for salaries and wages on September 1, 2020, and a 2.75% increase in salaries and wages on September 1, 2021, in addition to the original 1% increase applied on September 1 in each year during the 2019-22 collective agreements. The same increases also apply to non-unionized employee groups.

The Crown has funded the monetary resolution for these employee groups to the applicable school boards through the appropriate changes to the Grants for Student Needs benchmarks and additional Priorities and Partnerships Funding (PPF).

Due to this resolution, there is an estimated impact on salary and wages expenses of \$74,168 in the 2023-24 fiscal year. The portion related to 2019-20 to 2022-23 is \$52,881, with the remainder of \$21,287 related to 2023-24.

## York Catholic District School Board

# *Report*

**Report To:** Audit Committee  
**From:** Administration  
**Date:** November 12, 2024  
**Subject:** Consolidated Financial Statements for the Year Ended August 31, 2024

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### **EXECUTIVE SUMMARY**

Attached are the Consolidated Financial Statements for the Year Ended August 31, 2024.

### **BACKGROUND**

Administration has prepared the Consolidated Financial Statements for the year ended August 31, 2024. The statements have been audited by the board's external auditors, Doane Grant Thornton, Chartered Professional Accountants.

### **CURRENT SITUATION**

As noted in their independent auditor's report, the consolidated financial statements are prepared, in all material respects, in accordance with the basis of accounting described in the notes to the financial statements. In other words, they have provided a "clean" opinion. The details of the board's financial position and summary of operations have been provided in the previous reports.

### **RECOMMENDATION**

The Board's audited Consolidated Financial Statements for the year ended August 31, 2024 are submitted for Audit Committee and Board approval on November 12, 2024 with the following recommendations:

- 1. THAT the Board approve the 2023-24 Consolidated Financial Statements of the York Catholic District School Board, for the period ended August 31, 2024, as audited by Doane Grant Thornton LLP.**
- 2. That the 2023-24 Audited Consolidated Financial Statements of the York Catholic School Board, together with the Auditors' Report, will be made available and posted on the Board's website.**

Prepared by: Jesua Tsai, Manager, Financial Reporting and School Finance  
Submitted by: Calum McNeil, CFO and Treasurer of the Board  
Endorsed by: John De Faveri, Interim Director of Education

## York Catholic District School Board

# REPORT

**Report to:** Audit Committee

**From:** Administration

**Date:** November 12, 2024

**Report:** **AUDITED SUMMARY SCHEDULES OF EDUCATION DEVELOPMENT CHARGES (“EDC”)**

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### **EXECUTIVE SUMMARY**

The purpose of this report is to present for action the motion to approve the audited Summary Schedules of Education Development Charges for York Catholic District School Board (YCDSB) for the year ended August 31, 2024.

### **BACKGROUND INFORMATION**

YCDSB administers the collection and distributions of Education Development Charges on behalf of York Region District School Board (YRDSB) and York Catholic District School Board.

The following shows By-Law #7 rates for Education Development Charges for July 1, 2023 to June 30, 2024:

By-Law	Development Type	Combined	York Catholic District School Board	York Region District School Board
#7	Residential Development per dwelling unit	\$8,427	\$1,463	\$6,964
#7	Non-Residential Development per square foot of GFA	\$1.37	\$0.22	\$1.15

The following shows By-Law #8 rates for Education Development Charges for July 1, 2024 to June 30, 2025:

By-Law	Development Type	Combined	York Catholic District School Board	York Region District School Board
#8	Residential Development per dwelling unit	\$8,184	\$872	\$7,312
#8	Non-Residential Development per square foot of GFA	\$1.52	\$0.27	\$1.25

## **HIGHLIGHTS**

Appendix A provides a summary of all By-Laws since the inception of EDC in 1992.

The following chart summarizes the collection and distribution of EDC's from July 1, 2019 to August 31, 2024 for By-Law #7 officially approved internally under YCDSB By-Law #208 and By-Law #8 officially approved internally under YCDSB By-Law #209:

By-Law	Total	York Catholic District School Board	York Region District School Board	Effective Dates
<b>By-Law #7</b>	\$293,538,583	\$54,117,254	\$239,421,329	July 1, 2019 to June 30, 2024

The following chart summarizes the collection and distribution of EDC's from July 1, 2024 to August 31, 2024 for By-Law #8 (officially approved internally under YCDSB By-Law #209):

By-Law	Total	York Catholic District School Board	York Region District School Board	Effective Dates
<b>By-Law #8</b>	\$3,103,315	\$346,834	\$2,756,481	July 1, 2024 to June 30, 2029

*Note: The current balance of EDC collections (net of expenditures) of \$40,566,333 is reflected as Deferred Revenues in the Board's audited 2023-24 Financial Statements.*

## **SUMMARY SCHEDULES OF EDUCATION DEVELOPMENT CHARGES**

Enclosed are the draft Summary Schedules of Education Development Charges for the year ended August 31, 2024 as audited by Doane Grant Thornton LLP for the York Catholic District School Board and for the York Region District School Board.

## **RECOMMENDATION**

**THAT the Board approve the Summary Schedules of Education Development Charges of the York Catholic District School Board for the year ended August 31, 2024 as audited by Doane Grant Thornton LLP.**

Prepared by: Teresa Steenhoek, Manager – Accounting and Capital  
Submitted by: Calum McNeil, Chief Financial Officer & Treasurer of the Board  
Endorsed by: John De Faveri, Interim Director of Education

## APPENDIX A



### York Region - Summary of By-Law #1 to By-Law #8 As at August 31, 2024

	BY-LAW #1		BY-LAW #2		BY-LAW #3		BY-LAW #4		BY-LAW #5		BY-LAW #6		BY-LAW #6A		BY-LAW #7		BY-LAW #8			
	1992 - 1996		1996-1999		2000-2004		2004-2009 (to Julv 2009)		Aug 2009 to Julv 2014		Aug 2014 to Feb 2017		Mar 2017 to Jun 2019		Jul 2019 to Jun 2024		Jul 2024 to Jun 2029		CUMULATIVE	
EDC COLLECTIONS:																				
Residential	72,413,149	87%	59,913,998	81%	149,881,897	90%	75,300,807	89%	87,026,222	91%	90,653,100	94%	124,929,672	93%	271,152,436	92%	2,864,407	93%	934,135,688	91%
Non-Residential	10,781,328	13%	13,858,952	19%	15,895,998	10%	9,636,591	11%	9,057,820	9%	5,927,569	6%	8,699,248	7%	22,545,828	8%	227,591	7%	96,630,925	9%
Total Collected	83,194,477	100%	73,772,950	100%	165,777,895	100%	84,937,398	100%	96,084,042	100%	96,580,669	100%	133,628,920	100%	293,698,264	100%	3,091,998	100%	1,030,766,613	100%
Transfer to/from By-Laws	-32,234		32,234		-		-		-		-		-		-		-		-	
Refunds	-630,279		-24,111		-61,300		-28,851		-84,155		-107,178		-182,410		-316,046		0		-1,434,330	
Interest Earned less Bank Fees	553,593		746,698		218,358		69,989		35,298		51,104		52,745		156,365		11,317		1,895,467	
NET EDC COLLECTIONS	83,085,557		74,527,771		165,934,953		84,978,536		96,035,185		96,524,595		133,499,255		293,538,583		3,103,315		1,031,227,750	
DISTRIBUTIONS:																				
CSD-Centre Sud-Quest	-		277,371		-		-		-		-		-		-		-		277,371	
CSD Cath Sud-Quest	-		307,884		-		-		-		-		-		-		-		307,884	
YRDSB	58,921,965	71%	49,555,323	66%	96,823,045	58%	60,864,475	72%	65,084,987	68%	74,497,424	77%	112,810,921	85%	239,421,329	82%	2,756,481	89%	760,735,950	74%
YCDSB	24,163,592	29%	24,387,193	33%	69,111,908	42%	24,114,061	28%	30,950,198	32%	22,027,171	23%	20,688,334	15%	54,117,254	18%	346,834	11%	269,906,545	26%
TOTAL DISTRIBUTIONS	83,085,557	100%	74,527,771	100%	165,934,953	100%	84,978,536	100%	96,035,185	100%	96,524,595	100%	133,499,255	100%	293,538,583	100%	3,103,315	100%	1,031,227,750	100%
Undistributed EDC	0		0		0		0		0		0		0		0		0		0	



# Summary Schedules of Education Development Charges of

York Catholic District School Board

August 31, 2024

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# Independent Auditor's Report

**To the Trustees of  
York Catholic District School Board**

## **Opinion**

We have audited the accompanying Summary Schedules of Education Development Charges ("summary schedule") of York Catholic District School Board ("the Board") for the year ended August 31, 2024, and notes to the Summary Schedules of Education Development Charges, including a summary of significant accounting policies (together, "the Summary Schedules").

In our opinion, the Summary Schedules are prepared, in all material respects, in accordance with Canadian public sector accounting standards.

## **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Summary Schedules* section of our report. We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the Summary Schedules in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Responsibilities of Management and Those Charged with Governance for the Summary Schedules**

Management is responsible for the preparation of the Summary Schedules in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of the Summary Schedules that are free from material misstatement, whether due to fraud or error.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

## **Auditor's Responsibilities for the Audit of the Summary Schedules**

Our objectives are to obtain reasonable assurance about whether the Summary Schedules as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these Summary Schedules.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Summary Schedules, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Toronto, Canada  
November XX, 2024

Chartered Professional Accountants  
Licensed Public Accountants

**York Catholic District School Board  
Combined By-Law # 7 & By-Law # 8  
Summary Schedule of Education Development Charges**

Year ended August 31	2024	2023	2022	2021	2020	Cumulative Total
Revenue, collected						
Residential	\$ 6,594,625	\$ 4,624,908	\$ 19,058,587	\$ 12,207,843	\$ 8,228,292	\$ 50,714,255
Non-residential	<u>755,124</u>	<u>874,176</u>	<u>989,892</u>	<u>670,166</u>	<u>346,290</u>	<u>3,635,648</u>
	<b>7,349,349</b>	<b>5,499,084</b>	<b>20,048,479</b>	<b>12,878,009</b>	<b>8,574,582</b>	<b>54,349,903</b>
Interest earned	<b>8,100</b>	8,578	5,589	3,036	3,195	28,498
Bank charges	<u>(69)</u>	<u>(73)</u>	<u>(76)</u>	<u>(83)</u>	<u>(50)</u>	<u>(351)</u>
	<b>7,357,780</b>	<b>5,507,589</b>	<b>20,053,992</b>	<b>12,880,962</b>	<b>8,577,727</b>	<b>54,378,050</b>
Distributions						
Refunds	<b>22,742</b>	991	1,463	8,899	20,415	54,510
YCDSB	<u>7,335,038</u>	<u>5,506,598</u>	<u>20,052,529</u>	<u>12,872,063</u>	<u>8,557,312</u>	<u>54,323,540</u>
	<b>7,357,780</b>	<b>5,507,589</b>	<b>20,053,992</b>	<b>12,880,962</b>	<b>8,577,727</b>	<b>54,378,050</b>
Under (over) distribution of education development charges	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	<u>-</u>

# York Catholic District School Board

## By-Law # 8

### Summary Schedule of Education Development Charges

Year ended August 31	2024	2023	2022	2021	2020	Cumulative Total
Revenue, collected						
Residential	\$ 305,201	\$ -	\$ -	\$ -	\$ -	\$ 305,201
Non-residential	<u>40,428</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,427</u>
	<u>345,629</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Interest earned	1,209	-	-	-	-	1,209
Bank charges	<u>(4)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(4)</u>
	<u>346,834</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>346,834</u>
Distributions						
Refunds	-	-	-	-	-	-
YCDSB	<u>346,834</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>346,834</u>
	<u>346,834</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>346,834</u>
Under (over) distribution of education development charges	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>

**York Catholic District School Board**  
**By-Law # 7**  
**Summary Schedule of Education Development Charges**

Year ended August 31	2024	2023	2022	2021	2020	Cumulative Total
Revenue, collected						
Residential	\$ 6,289,424	\$ 4,624,908	\$ 19,058,587	\$ 12,207,843	\$ 8,228,292	\$ 50,409,052
Non-residential	<u>714,696</u>	<u>874,176</u>	<u>989,892</u>	<u>670,166</u>	<u>346,290</u>	<u>3,595,221</u>
	<b>7,004,120</b>	5,499,084	20,048,479	12,878,009	8,574,582	
Interest earned	6,891	8,578	5,589	3,036	3,195	27,289
Bank charges	<u>(65)</u>	<u>(73)</u>	<u>(76)</u>	<u>(83)</u>	<u>(50)</u>	<u>(347)</u>
	<b>7,010,946</b>	<u>5,507,589</u>	<u>20,053,992</u>	<u>12,880,962</u>	<u>8,577,727</u>	<u>54,031,216</u>
Distributions						
Refunds	22,742	991	1,463	8,899	20,415	54,510
YCDSB	<u>6,988,204</u>	<u>5,506,598</u>	<u>20,052,529</u>	<u>12,872,063</u>	<u>8,557,312</u>	<u>53,976,705</u>
	<b>7,010,946</b>	<u>5,507,589</u>	<u>20,053,992</u>	<u>12,880,962</u>	<u>8,577,727</u>	<u>54,031,215</u>
Under (over) distribution of education development charges	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>

# **York Catholic District School Board**

## **Notes to the Summary Schedules of Education Development Charges**

August 31, 2024

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### **1. Nature of operations**

Education Development charges are imposed by the York Catholic District School Board ("YCDSB") against residential and non-residential development, in order to recover growth-related net education land costs, as determined in compliance with the Education Act and its associated Regulations. The summary schedules represent five years of Education Development Charges for By-Law # 7 (YCDSB internal By-Law #208) effective for the period July 1, 2019 to June 30, 2024, and By-Law # 8 (YCDSB internal By-Law #209) effective for the period July 1, 2024 to June 30, 2029.

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### **2. Summary of significant accounting policies**

#### **Basis of presentation**

The summary schedules have been prepared on the accrual basis of accounting.

#### **Use of estimates**

In preparing the summary schedules, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the summary schedules and reported amounts of revenue and distributions during the period. Actual results could differ from these estimates.



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## **Risk Assessment and Regional Internal Audit Plan: 2024-25**

York Catholic District School Board

**Prepared by:**

Paula Hatt, CPA, CA, CIA, Senior Manager, Regional Internal Audit

The purpose of this report is to present the proposed Regional Internal Audit Plan for 2024-25 to the York Catholic District School Board's (YCDSB) Audit Committee for approval.

## **Background**

The Toronto and Area Regional Internal Audit Team (RIAT) provides independent and objective assurance and advisory services to six school boards in the GTA: (1) Dufferin-Peel Catholic District School Board, (2) Peel District School Board, (3) Toronto Catholic District School Board, (4) Toronto District School Board, (5) York Catholic District School Board and (6) York Region District School Board.

As required by the Ministry of Education, RIAT's mandate is to complete two internal audit or advisory (consulting) engagements annually for each school board in the region, in addition to follow-up activities. Selection of engagements is based on risks across the organization and consideration of where value can be added, while also considering audit coverage from previous years. Risk is defined as the possibility of an event occurring that will impact achievement of Board strategies and objectives.

## **Regional Internal Audit Risk Assessment**

Following the requirements of the Regional Internal Audit Charter and Internal Audit Standards, the process of selecting potential engagements included a risk assessment as follows:

- Questionnaires were distributed to the head of each process in the School Board Audit Universe. Information obtained included consideration of risk factors and rating of inherent risk (the risk of an event occurring in the absence of controls, as calculated through an assessment of impact and likelihood), management's assessment of the control environment, as well as management's top risks or issues for the area.
- A discussion was held with the CFO to review the results and confirm the risk ratings.

Refer to Appendix A for more details regarding the risk assessment methodology and definitions. Appendix B contains results of the risk assessment completed by YCDSB management.

## **Proposed Regional Internal Audit Plan**

The previous RIAT plan was for two years. However, for the reasons below, we will be pivoting to an annual plan:

- There are new supervisory officers who, once they become familiar with their portfolios in the coming months, may identify areas where RIAT can provide assistance.
- The board has a number of ongoing priorities and projects and using a shorter planning horizon will allow us to be more agile in responding to changing/emerging needs and risks.

We will conduct a risk refresh to inform the audit plan for 2025-26.

In addition to the results of the board-wide risk assessment, in proposing engagements we also consider the ability of the engagement to provide value to the board, management requests, engagements completed in recent years (as noted in Appendix B) and engagements conducted by RIAT at other boards in the region (refer to Appendix C).

Below are the two engagements proposed for the 2024-25 audit plan, for which we are seeking Audit Committee approval. Both engagements have been previously approved by the Audit Committee; however, RIAT is proposing to move Succession Planning from the 2023-24 plan to 2024-25. Succession planning was approved as an addition to 2023-24 plan (i.e., a third engagement). Given RIAT's mandate of two engagements per year (to ensure equitable services are provided to all boards in the region) and the significant effort anticipated for the expense reimbursement audit, we are proposing to move the approved Succession Planning engagement to 2024-25.

Process/Area	Engagement	Preliminary Engagement Objective
Succession Planning	Succession Planning for Senior Administration	The objective of this advisory engagement is to develop a consistent approach to succession planning, that will assist in managing key person risk for the Senior Administration positions. The engagement will include the update of a toolkit that RIAT previously developed for succession planning at other boards, which will then be used by management for each identified position to assess the vacancy risk and prepare a succession plan to select and develop individuals that can fill expected and unexpected vacancies. The toolkit will also help management to select appropriate action plans to further mitigate key person risk (due to both resignations and leaves of absence), such as retention strategies and mechanisms for knowledge sharing.
Policies and Procedures  Ethics, Conduct and Fraud	Audit of Expense Reimbursements for Trustees and Senior Administration	An audit of expense reimbursements paid to Trustees and Senior Administration, to confirm whether these were in compliance with Board policies and procedures in place at the time of the expense and to gain an understanding of the extent and types of exceptions approved. This engagement will also include a review of relevant policies and procedures to ensure they are appropriate.

## APPENDIX A – Risk Assessment Methodology

The questionnaires provided to management asked respondents to assess the inherent risk (impact x likelihood) and control environment for their respective area. These concepts are explained below.

### Inherent Risk:

Inherent risk is the risk considered **in the absence of controls** and is the product of ratings on two dimensions:

- (1) The likelihood of an event occurring
- (2) The extent to which the event would impact the achievement of Board objectives

Each of the above dimensions are rated on a scale of one to four, with the results multiplied to arrive at the overall inherent risk score. This is demonstrated in the inherent risk matrix below.

Inherent Risk Matrix					
Likelihood	Likely (4)	4	8	12	16
	Probable (3)	3	6	9	12
	Unlikely (2)	2	4	6	8
	Remote (1)	1	2	3	4
		Low (1)	Moderate (2)	High (3)	Critical (4)
Impact					

### Inherent Risk Ratings

Low
Moderate
Moderate-High
High

Management considers a number of factors when assessing likelihood such as complexity, volume/frequency of transactions, extent of recent changes in process or information systems, extent of reliance on automation, need for specialized skills, and the degree of reliance on estimation, valuation and judgment.

Factors that are considered when assessing impact include the significance of the department/business process to the Board's overall strategic objectives, potential impact to public image/reputation (reputational risk), dollar value of transactions within the process (financial risk), and the extent to which the process impacts other processes.

### Control Assessment:

An internal control is an action taken by the Board, management or other personnel to manage risk. By implementing one or more controls, the Board decreases the risk and increases the chance that goals and objectives will be achieved. The control assessment is an overall rating of the controls in place over an auditable unit. Through the survey, management is asked to rate overall controls on a four-point scale:

Controls Assessment	
4.0	Strong
3.0	Satisfactory
2.0	Opportunities for improvement
1.0	Limited controls or unknown

This rating is supported by a review of responses to other control-related questions in the survey, as well as through the discussions with management. While criteria are provided, the control rating is based on management's self-assessment. Therefore, there is a subjective element to assessing controls.

## APPENDIX B – Risk Ranked Audit Universe

The results below are based on management’s self assessment of inherent risk and the control environment. For information purposes, engagements completed over the past four years are also provided.

YCDSB AUDIT UNIVERSE		2024-25 Risk Assessment		Completed Engagements 2020-21 to 2023-24
Functional Area	Process	Inherent Risk	Control Assessment	
<b>Strategy and Governance</b>	Risk Management	Moderate	Opportunities for Improvement	
	Policies and Procedures	Moderate	Opportunities for Improvement	
	Project Management - IT	Moderate	Satisfactory	
	Project Management - Capital	Moderate	Opportunities for Improvement	
	Artificial Intelligence	Moderate-High	Opportunities for Improvement	
<b>Legal and Compliance</b>	Legislative Compliance	Moderate	Opportunities for Improvement	
	Privacy	Moderate-High	Opportunities for Improvement	
	Ethics, Conduct and Fraud	Moderate	Opportunities for Improvement	
<b>People</b>	Recruiting & Retention	Moderate-High	Opportunities for Improvement	
	Succession Planning	High	Opportunities for Improvement	
	Absenteeism	High	Opportunities for Improvement	
	Equity, Diversity & Inclusion	Moderate	Opportunities for Improvement	
	Student and staff health, safety and well-being	High	Opportunities for Improvement	
	Resource capacity/allocation	Moderate-High	Opportunities for Improvement	Peer Staffing Comparison - Non-Academic (2024) Payroll Review (2021)
	Skill Set	Moderate	Opportunities for Improvement	

YCDSB AUDIT UNIVERSE		2024-25 Risk Assessment		Completed Engagements 2020-21 to 2023-24
Functional Area	Process	Inherent Risk	Control Assessment	
<b>Service Delivery and Operations</b>	Academic Programming & Delivery	Moderate	Satisfactory	Special Education Financial and Operational Review (2023)
	Critical Incident Management	High	Satisfactory	Business Continuity Planning (2023)
	Capital Planning and Forecasting	Moderate	Satisfactory	
	Facility Management & Maintenance	Moderate	Satisfactory	
	Construction Management	Moderate-High	Satisfactory	
	Transportation	Moderate	Opportunities for improvement	
<b>Financial</b>	Financial Sustainability	High	Opportunities for improvement	School Finance Audits (2020)
	Procurement/Purchasing	Moderate	Opportunities for improvement	
<b>Technology</b>	Cyber Security	High	Opportunities for improvement	Cyber Security Audit (2024)
	IT Infrastructure & Resources	Moderate-High	Opportunities for improvement	
	Records & Information Management	Moderate	Opportunities for improvement	Records Management Framework (2021)

## **APPENDIX C – Engagements Completed at Other Boards (2022-23 & 2023-24)**

For information purposes, below is a list of engagements completed for other boards within the Toronto & Area Region in 2022-23 and 2023-24:

- Audit of Device Distribution to Students during the COVID-19 Pandemic
- Benchmarking - Board Administration & Governance Staffing
- Business Continuity Planning
- Legislative Compliance Tool (three boards)
- Managing Labour Relations
- Privacy Audit
- Records Management Audit
- PowerSchool Student Information System Post-Implementation Review
- Succession Planning for Critical Positions (two boards)





# York Catholic District School Board

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## **Annual Report to the Board of Trustees and Forwarded To the Ministry of Education For the year ended August 31, 2024**

November 12, 2024

**District School Board Name:** York Catholic District School Board

**Fiscal Year:** 2023/24

**Re: Annual Audit Committee report to the Ministry of Education as per  
Ontario Regulation 361/10**

During the 2023/24 fiscal year, the following internal audits or other engagements were completed by the Regional Internal Audit Team:

Engagement	Commenced	Completed	Presented
Special Education Financial & Operational Review	February 2023	September 2023	September 2023
Business Continuity Planning	September 2023	December 2023	April 2024
Cyber Security	January 2024	April 2024	April 2024
Peer Staffing Comparison: Non-Academic	June 2023	April 2024	April 2024

**AND**

Based on the Regional Internal Audit Plan, YCDSB is not expecting any Enrolment Audits to be performed.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature*  
Maria Iafrate, Audit Committee Chair

## YCDSB Regional Internal Audit Update

The following is the status of engagements from York Catholic District School Board's 2023-24 and 2024-25 Regional Internal Audit Plans<sup>1</sup>.

Year	Audits / Advisory	Audit Stage				
		Not Started	Planning	Fieldwork	Reporting	Complete
2023-24	3	1		2		
2024-25	1		1			

### Special Education Financial and Operational Review, Phase 2 (2023-24)

- Objective: To further assist management with some of the analysis recommended in the first phase, as needed. Management will inform RIAT if/when a second phase is required (this has not occurred to date).
- **Status: Not Started**
- In October, RIAT discussed the first phase of this engagement with the new Superintendent of Education: Exceptional Learners, who will review the report & recommendations. RIAT will touch base in early 2025 to determine whether a second phase is needed.

### Student Achievement Engagement - Analysis of EQAO Trends (2023-24)

- Objective: To analyze EQAO Trends for both Elementary and Secondary, by school, together with other metrics to determine whether there is any correlation between the EQAO trends/results and other data.
- **Status: Fieldwork**
- Fieldwork is underway for this engagement.

### Succession Planning for Senior Administration (2023-24)

- Objective: To develop a consistent approach to succession planning, that will assist in managing key person risk for the Senior Administration positions. The engagement will include the update of a toolkit that RIAT previously developed for other boards. YCDSB management will use the toolkit to assess the vacancy risk, prepare a succession plan and select appropriate action plans to further mitigate risk, such as retention strategies and mechanisms for knowledge sharing.
- **Status: Fieldwork**
- RIAT has completed the planning for this engagement. Management has requested that the fieldwork be deferred at the present time due to competing priorities.

<sup>1</sup> 2024-25 plan reflects the engagement added in September 2024.

#### Audit of Expense Reimbursements for Trustees and Senior Administration (2024-25)

- Objective: An audit of expense reimbursements paid to Trustees and Senior Leadership, to confirm if these expenses were in compliance with Board policies and procedures in place at the time of the expense and to gain an understanding of the extent and types of exceptions approved. This engagement will also include a review of relevant policies and procedures to ensure they are appropriate.
- **Status: Planning**
- RIAT is in the process of developing the scope for this engagement.

#### ***Other RIAT Work***

##### *Follow-up Activities:*

- RIAT re-circulated the findings register for updates on the implementation of management action plans from previously completed engagements, where necessary. A summary of the results is included in Appendix A.
- Through this process, RIAT identified four engagements that are ready to be followed up. Follow-up engagements will take place as time permits.
- A follow-up of the Transportation Audit, completed in 2019, is currently underway. As the audit was done concurrently with York Region DSB, the follow-ups are also being done concurrently as there are common findings.

##### *Risk Assessment & Audit Plan:*

- RIAT has completed the risk assessment and developed the proposed RIAT plan for 2024-25, which will be presented to the Audit Committee for approval. To improve agility, RIAT will be presenting the plan annually, rather than every two years.

## York Catholic District School Board

### Appendix A - Current Status of Findings on Completed Engagements Presented to the Audit Committee in November 2024

Plan Year	Report Date	Engagement Name	# of Findings	Current Status of Management Action Plan					Comments
				Not Started	In Progress	Mgmt. Assumes Risk	Closed - Mgmt. Assertion	Closed - RIAT Validated	
2011-12	Jun-13	Repairs and Maintenance	15	0	1	0	6	8	Revised implementation date of February 2025 for the in progress finding.
2014-15	Mar-15	IT Strategy Review	15	0	0	2	6	7	Due to budgetary constraints previously reported to the Audit Committee in May 2023, management may decide to assume risk (not implement) two findings. RIAT will confirm in 2025.
2014-15	Feb-15	Special Education Review	6	0	0	0	6	0	RIAT to follow up as time permits.
2015-16	Oct-16	IT Asset Management	3	0	1	0	2	0	Revised implementation date for the in progress finding is TBD. RIAT will get an update in 2025.
2016-17	Oct-17	Continuing Education	5	0	0	1	4	0	Management will not implement performance evaluation. This was reported to the Audit Committee in November 2022. RIAT will complete a follow-up on remaining findings as time permits.
2018-19	Jul-19	Transportation	6	0	0	0	6	0	Follow-up procedures are currently underway, covering both YCDSB & YRDSB.
2018-19	Nov-21	Records Management Consulting	9	4	3	0	2	0	Four long-term actions not started, as these are contingent on the completion of in progress findings.
2019-20	Aug-21	Payroll Review (Workflow Assessment)	26	0	0	0	26	0	Follow-up to take place in Spring 2025.
2022-23	Sep-23	Sp. Education Financial & Operational Review	12	12	0	0	0	0	RIAT has discussed this engagement with the new Superintendent of Education: Exceptional Learners, who will review the report & recommendations. RIAT will touch base in 2025 to get an update.
<b>Total</b>			<b>97</b>	<b>16</b>	<b>5</b>	<b>3</b>	<b>58</b>	<b>15</b>	

#### Definitions:

**Not Started:** Although the expected implementation date of management's action plan (developed to address the finding) has been reached, management has yet to work on the action plan. RIAT will request a further update in the fall of 2025.

**In Progress:** The target implementation date of management's action plan has been reached. Progress has been made toward implementation, but the action plan is not fully implemented. RIAT will request a further update in the fall of 2025.

**Management Assumes Risk:** Management has indicated or suggested that the action plan will not be implemented, due to factors such as budgetary constraints. The three in this category were previously reported to the Audit Committee, as indicated.

**Closed - Management Assertion:** Management provided RIAT with an update indicating that the action plan has been implemented (or that other action was taken to mitigate the risk). Once all action plans for that engagement have been implemented, the next step is for RIAT to schedule a follow-up to verify the action taken (i.e. confirm that findings are closed).

**Closed - RIAT Validated:** Through a previously completed follow-up engagement, RIAT has confirmed that the action plan was implemented or that other action was taken to mitigate the risk. The finding is considered to be closed, with no further follow-up required.

**Note:** Engagements are removed from the table once RIAT has completed a follow-up and confirmed that all findings are closed.

## York Catholic District School Board

# Report

**Report to:** Audit Committee  
**From:** Administration  
**Date:** November 12, 2024  
**Re:** External Audit Committee Member Update

---

This report updates the Audit Committee of the upcoming expiry of the three-year term of office for one External Audit Committee Volunteer Member as defined by approved Board motion. Mr. Mike Petrilli, CPA, CGA, CIA, was appointed as an External Audit Committee member for the period March 1, 2022 to February 28, 2025 and is not seeking reappointment.

Administration will proceed to advertise for an External Audit Committee Volunteer Member in preparation for the March 24, 2025 Audit Committee meeting.

In accordance with Ontario Regulation 361/10 “Audit Committees” under the Education Act, YCDSB established an Audit Committee on January 18, 2011 (Board Motion 2011:23 f – Appointment of External Audit Committee Members) which, per the Act, was comprised of three board members and two external persons who are not board members. Section 7, Term of Appointment, states that:

7. (1) *The term of office of a member of the audit committee who is a board member shall be determined by the board but shall not exceed four years.*
- (2) *The term of office of a member of the audit committee who is not a board member shall be determined by the board but shall not exceed three years.*
- (3) *Subject to subsection (4), a member of the audit committee may be reappointed.*
- (4) *An individual who is not a board member may not be appointed to the audit committee more than twice unless,*
  - (a) *the board advertised the position for at least 30 days; and*
  - (b) *after the 30 days, the selection committee did not identify any potential candidates.*
- (5) *When the term of a member of the audit committee expires, he or she continues to be a member until a successor is appointed or the member is reappointed.*

### **Summary:**

In accordance with the O. Reg. 361/10, a three-year term for Mr. Petrilli, External Audit Committee member, will expire on March 1, 2025 and, as such, the Board will proceed to seek/appoint successors.

Prepared and Submitted by:  
Endorsed by:

C. McNeil, Chief Financial Officer and Treasurer of the Board  
J. De Faveri, Interim Director of Education and Secretary of the Board