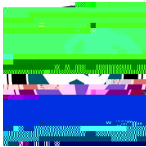


GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

Administrative Office



GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

Administrative Office: 451 Park Str

DRAFT

Seconded by Trustee Cipkar

THAT ITEMS H.1 and H.2 FROM THE PRIVATE SESSION OF THE NOVEMBER 13, 2023, AUDIT COMMITTEE MEETING BE PUT ON THE AGENDA OF THE COMMITTEE OF THE WHOLE PRIVATE SESSION BOARD MEETING OF DECEMBER 5, 2023, AS REPORTS.

CARRIED

H. APPROVAL OF MINUTES

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PROPOSED
AUDIT COMMITTEE MEETING
SCHEDULE FOR 202 -2 SCHOOL YEAR

| Meeting Date | Meeting Location | Meeting Time |
|-------------------------|--------------------|--------------|
| Monday, September , 202 | BoardCommitteeRoom | 3:00p.m. |
| Monday, November , 202 | BoardCommitteeRoom | 3:00p.m. |
| Monday, June 1 , 202 | BoardCommitteeRoom | 3:00p.m. |



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ACCOUNTANTS' REPORT WITH RESPECT TO THE PERIOD FROM
SEPTEMBER 1, 2023 TO MARCH 31, 2024

To the Ministry of Education

As requested by the Greater Essex County District School Board ("the Board"), we have performed the following



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

| Account Number | Account Description | Account Type | Amount |
|----------------|---------------------|--------------|--------|
|----------------|---------------------|--------------|--------|



4. We obtained a summary of the Column B.1 adjustments on Schedules 19 and 20, if any, to reverse entries over \$700,000 which recorded receivables and payables at August 31, 2023 and were not reversed in the Board's general ledger during the subsequent period. We randomly selected 20% of the entries (a minimum of 5), agreed them to the supporting documentation and verified the amount was included in the summary of the entries. We agreed the summary of the entries to Column B.1 of Schedule 19 "Consolidated Statement of Financial Position", and Schedule 20 "Revenues and Expenses", as applicable.

| Entry # | Schedule and Line # | Description of Adjustment | Amount |
|---------|---|--|--------------|
| AJE23 | Sch20E/Ln 11.1/Col C.7 Sch 19/Ln 4.1/Col C.7 | To reverse 8/31 accrual for Bill124 settled groups | \$10,503,623 |

The above item was the only item in the population. Procedure completed without exception.

- a. For samples above related to PS 3400 revenue over \$700,000, we



5. We obtained a summary of Column B.2 accrual adjustments on Schedules 19 and 20, if any, for adjustments over \$700,000 related to the period prior to March 31, 2024. We randomly selected 20% of the entries (a minimum of 5), agreed them to the supporting documentation and verified the ahe supportw -24.24 3,nj -0.Su022Tj 0 /GS-0.in t



7. We obtained supporting documentation for any Column C.1 adjustments made to reclassify Ministry Revenue between t



10. With respect to salaries and benefits earned for the period we obtained the payroll paid and payroll earned during the period from the Board, and performed the following:

- a. We obtained a listing of the general ledger entries and agreed the following amounts paid to the payroll journal, selecting from different employee groups, a maximum of 5 entries.

| Employee Group | Amount |
|----------------|----------|
| MGMPVP | \$5,651 |
| TMPUNION | \$62,774 |
| SESUPPLY | \$ |



12. We verified the mathematical accuracy of the prorated calculation of the employee future benefits liability and related expense adjustment, using the 2023-2024 estimates provided in the actuarial assessment at August 31, 20XX and found no differences. If 2023-2024 estimates are not provided in the August 31, 20XX assessment, verify if the board has used 2022-2023 expenses as the basis for prorating. We agreed the total employee future benefits liability to the total in Column E, after the required adjustment to Column C.6, on Schedule 19, "Consolidated Statement of Financial Position", line 2.20. We agreed the adjustment to expenses to the total in Column C.6 on Schedule 20, "Expenses".

Procedure completed without exception.

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

a. We obtained a summary of the other adjustment entries included in Column C.7 which related to the period prior to March 31, 2024 and required adjustment in Schedule 19 and 20. To check the new PSAS, the following lines are applicable.

(1) To check P3, Schedule 19 lines 6.1.0 "PSAS Adjustments for P3 accounting standard changes" and Schedule 20 line 11.5 "Interest Charges on Capital" and Schedule 20, line 8.15 "Amounts from Deferred Revenue – Other Third Party"



- b. We randomly selected 20% of the entries provided in a) above (a minimum of 5) over \$700,000 as detailed below and compared to the supporting documentation. We verified the amount related to the period prior to March 31, 2024 was included in the summary of entries.

Not applicable – no transactions.

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

Procedure completed without exception.

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

Completed, no findings noted.

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

Completed, no findings noted.

- f. In addition to the procedures above we completed the following procedures which relate to only one new PSAS standard:

- (1) For samples selected under 13(a)(2)



14. With respect to the School Generated Funds, we obtained the amounts included in the Consolidated Statement of Financial Position in the audited financial statements for the year ended August 31, 2023, agreed to supporting documentation and Schedule 19, "Consolidated Statement of Financial Position" in Column G.

Procedure completed without exception.

15. With respect to the Subsidiaries, we obtained the amounts included in the Consolidated Statement of Financial Position in the audited financial statements for the year ended August 31, 2023, agreed to supporting documentation and agreed to the Schedule 19, "Consolidated Statement of Financial Position" Column H.

Not applicable – no transactions.



- c. For the sample selected in b) we determined that the items were recorded in accordance with the “District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide” release 16.

Procedure completed without exception.

- 3. We conducted the following procedures with respect to Construction in Progress (CIP) assets:

- a. From the detailed listing of tangible capital assets for the 7-month period we selected 125 additions to CIP as follows:



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

| Asset Number | Asset Name | Amount |
|----------------------|--------------------------------------|-------------|
| B66028-A00000000224 | Gosfield North Central Public School | \$(111,691) |
| B66028-A00000000773 | Kingsville Public School | \$(43,122) |
| B66028-A000000001151 | Queen Elizabeth Public School | \$(119,566) |
| B66028-A000000003015 | Westview | \$(222,363) |
| B66028-A000000005052 | Forest Glade Primary Learning Centre | \$(75,486) |

- b. We recalculated the amortization in accordance with the “District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide” release 16 and agreed to the amortization reported in the detailed listing of tangible capital assets for the 7-month period for the assets selected.

Procedure completed without exception.

5. We conducted the following with respect to disposals of buildings (40 years) and land:

- a. From the detailed listing of tangible capital assets for the 7-month period we selected a sample of 3 disposals as follows:

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

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

Not applicable.

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

Not applicable.



III. Schedule 22A

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

Procedure completed without exception.

2. We conducted the following procedures for assets held for sale with respect to additions to land and land improvements with infinite lives, and building and land improvements with finite lives, for the period September 1, 2023 to March 31, 2024:
 - a. From the detailed listing of assets held for sale for the 7-month period supporting the data in Schedule 22A, we selected a sample of 3 additions



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

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

| Asset Number | Asset |
|--------------|-------|
|--------------|-------|



IV. Schedule 22ARO

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

Procedure completed without exception.

2. We conducted the following procedure with respect to ARO amortization of buildings (40 years):
 - a. From the detailed listing of tangible capital assets with ARO for the 7-month period we selected a sample of 5 amortization expenses as follows:

| Asset Name | Asset ID # | Amount |
|----------------------------------|----------------------|----------|
| Bellewood Public School | B66028-A00000000105 | \$33,522 |
| Hon W C Kennedy Secondary School | B66028-A000000002823 | \$15,921 |
| Vincent Massey Secondary School | B66028-A000000002995 | \$9,562 |
| A V Graham PS | B66028-A000000003414 | \$5,692 |
| Belle River District High School | B66028-A000000003418 | \$96,710 |

- b. We recalculated the amortization in accordance with the “District School Board & School Authority Tangible Capital Assets Provincial Accounting Policies & Implementation Guide” release 16 and agreed to the amortization reported in the detailed listing of tangible capital assets for the 7-month period for the assets selected.

Procedure completed without exception.

3. We conducted the following procedures with respect to column 3 “ARO Liability Changes in Estimates for the Period September 1, 2023 to March 31, 2024”:
 - a. From the detailed listing of tangible capital assets for the 7-month period supporting the data on



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

| Asset Name | Amount | Supportin g Documentation |
|----------------------------------|-----------|--|
| Margaret D Bennie Public School | \$4,236 | Ministry Instructions – “for school boards that applied 14.05% to their ARO liability at March 31, 2023, and have not applied any revaluation since then, the cost escalation rate of 3.66% is the recommended rate to be used for Public Accounts reporting at March 31, 2024.” |
| Queen Elizabeth Public School | \$5,543 | |
| Southwood Public School | \$16,968 | |
| Hon W C Kennedy Secondary School | \$36,597 | |
| Sandwich Secondary School | \$122,817 | |



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

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

No disposals occurred during the specified period.

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

Not applicable.



V. Schedule 27

1. We conducted the following procedures with respect to the adjustment to the opening ARO liability balance at September 1, 2023 in column 3 of Schedule 27 – Asset Retirement Obligation Liability Continuity (7-Month Activity):

- a. From line 1.2 “Buildings – 40 years”, we selected a sample of 7 assets as follows:

Only one asset in population:

| Asset Name | Asset ID # | Amount |
|-----------------------------|----------------------|-------------|
| Prince Andrew Public School | B66028-A000000001119 | \$(567,172) |

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

Asset Name





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

Not applicable.

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

Not applicable.

- f. For each accretion expense selected in a), we agreed the discount rate used in the calculation of the accretion expense to the amounts provided in the Ministry of Education “Instructions for Reporting March 31, 2024: Balances for Provincial Consolidation Reporting” document:

Not applicable.

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

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

Disposals:

| Asset Name | Asset ID # | Amount |
|-----------------|----------------------|-------------|
| WD Lowe (Giles) | B66028-A000000002996 | \$(919,097) |

No ARO abatements meet the criteria during the specified period.

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

| Asset Name | Amount | Supportin g Documentation |
|-----------------|-----------|--|
| WD Lowe (Giles) | (919,097) | Sales agreement – See Section III - Schedule 22A. Asset was disposed of during the year. |



VI. Schedule 29

1. We conducted the following procedures with respect to the liabilities/performance obligation incurred reported in column 4 of the Financial Liability tab and column 5 of the Performance Obligation tab of Schedule 29 – Public Private Partnerships Financial Liability and Performance Obligation Continuity for the 5 month period, April 1, 2023 - Aug 31, 2023:

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

No liabilities/performance obligations were incurred or changed during the specified period.

b. We obtained the P3 contract and/or supporting documentation used to determine the liability/performance obligation incurred or changed for each asset selected in a) and agreed the cost to specific documentation as follows:

Not applicable.

c. For the samples selected in a), we selected the largest liability/performance obligation and reperformed the calculation using the supporting documentation.

Not applicable.

d. We selected a sample of 2 additions and determined that the item was recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provincial Accounting Policies & Implementation Guide” release 1.

Not applicable.



VII. Schedule 30



2. We conducted the following procedures with respect to column 4 “Additions”:
 - a. For any amount greater than \$700,000, we obtained the detailed backing used to determine the addition and agreed it to the supporting data as follows:



4. We conducted the following procedures with respect to the “disposals” in column 6 on Schedule 30:

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

No liabilities were settled during the specified period.

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

Not applicable.

c. We selected a sample of 2 disposals and determined that the item was recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provincial Accounting Policies & Implementation Guide” release 1.

Not applicable.

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

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

No amounts meet the criteria during the specified period.

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

Not applicable.

c. We selected a sample of 2 payments and determined that the item was recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provincial Accounting Policies & Implementation Guide” release 1.

Not applicable.



- b. We selected a sample of 2 addition and determined that the item was recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provincial Account



- c. We selected a sample of 2 disposals and determined that the item was recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provincial Accounting Policies & Implementation Guide” release 1.

Not applicable.

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

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

No amounts meet the criteria during the specified period.

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

Not applicable.

- c. We selected a sample of 2 revenues and determined that the item was recorded in accordance with the ministry “District School Board & School Authority Public Private Partnerships Provinci



4. We conducted the following procedures with respect to the Purchase Intangibles “impairments” in column 6 and “accumulated amortization- impairments” in column 14 of for the period April 1, 2023 to August 31, 2023:

a. From the detailed listing of purchased intangibles for the 5-month period supporting the data in Schedule 31, we selected a sample of 2 impairments greater than \$700,000 as follows:

No impairments were found during the specified period.

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

Not applicable.

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

Not applicable.

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

Not applicable.

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

a. From the detailed listing of intangibles for the 5-month period we selected a sample of 2 disposals greater than \$700,000 as follows:

No disposals were found during the specified period.

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

Not applicable.



7. We conducted the followin



IX. Schedule 32

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

Procedure completed without exception.

2. We conducted the following procedures with respect to the Purchase Intangibles “transfer between asset classes” in column 4 and “accumulated amortization-transfer between asset classes” in column 12 of for the period September 1, 2023 to March 31, 2024:

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

No transfers were found during the specified period.

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

Not applicable.

3. We conducted the following procedures with respect to the Purchase Intangibles “additions” in column 5 of for the period September 1, 2023 to March 31, 2024:

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

No additions were found during the specified period.

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

Not applicable.

- c. For the sample selected in b) we determined that the items were recorded in accordance with the “District School Board & School Authority Purchased Intangibles Provincial Accounting Policies & Implementation Guide” release 1.

Not applicable.



4. We conducted the following procedures with respect to the Purchase Intangibles “impairments” in column 6 and “accumulated amortization- impairments” in column 14 of for the period September 1, 2023 to March 31, 2024:

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

No additions were found during the specified period.

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

Not applicable.

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

Not applicable.

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

Not applicable.

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

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

No disposals were found during the specified period.

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

Not applicable.



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

Not applicable.

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

Not applicable.

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

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

No transfers to financial assets were found during the specified period.

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

Not applicable.

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

Not applicable.

- d. For samples selected above, we determined that the items were recorded in accordance with PS 1202.064.

Not applicable.



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

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

No purchased intangibles, therefore, no amortization during the specified period.

- b. We recalculated the amortization in accordance with the “District School Board & School Authority Purchased Intangibles Provincial Accounting Policies & Implementation Guide” release 1 and agreed to the amortization reported in the detailed listing of purchased intangibles for the 7-month period for the assets selected.

Not applicable.

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

As a result of applying the above procedures, we found no exceptions. However, these procedures do not constitute an audit of these schedules and therefore, we do not express an opinion on Schedules 19, 20, 22, 22A, Sch 22ARO, Sch 27, Sch 29, Sch 30, Sch 31 or Sch 32 of EFIS as at March 31, 2024 and for the period from April 1, 2023 to August 31, 2023 and from September 1, 2023 to March 31, 2024.

Chartered Professional Accountants, Licensed Public Accountants

Windsor, Canada
May 15, 2024