



Audit Committee Meeting

Thursday, April 23, 2026

Education Centre, Norfolk Room

4:30 p.m.

AGENDA

- A - 1 **Opening** (Chair)
- (a) Roll Call
 - (b) Declaration of Conflict of Interest
 - (c) In-Camera Session **(4:30 pm)**
 - (d) Welcome to Open Session / Land Acknowledgement Statement
The Grand Erie District School Board recognizes Six Nations of the Grand River and Mississaugas of the Credit First Nation, as the longstanding peoples of this territory. We honour, recognize, and respect these communities as well as all First Nations, Métis and Inuit Peoples who reside within the Grand Erie District School Board. We are all stewards of these lands and waters where we now gather, learn and play, and commit to working together in the spirit of Reconciliation.
 - (e) Call to Order
 - (f) Approval of Agenda (Additions/Deletions)
Recommended Motion: "That the Audit Committee agenda be approved."
 - (g) In-Camera Report
- B - 1 **Consent Agenda** (Chair)
Recommended Motion: THAT the Audit Committee accepts the April 23, 2026 Consent Agenda and the recommendations contained therein:
- * (a) Minutes of the Audit Committee dated November 13, 2025 be approved.
 - (b) Receive the Consolidated Due Diligence Report.
- C - 1 **Business Arising from Minutes and/or Previous Meetings** - NIL
- D - 1 **External Audit**
- (a) Appointment of the External Auditors (Chair)
Recommended Action: THAT the appointment of Millard Rouse & Rosebrugh LLP as external auditors for the 2025-26 financial year be forwarded to the April 27, 2026, Regular Board Meeting for approval."
- E - 1 **Other Business**
- * (a) Budget Overview (2026-27) (R. Wyszynski)
 - (b) Audit Committee Governance Training – June Meeting (R. Wyszynski)
- F - 1 **Adjournment**
Recommended Motion: "THAT the Audit Committee meeting be adjourned."
- G - 1 **Next Meeting:** Thursday, June 11, 2026 at 4:30 p.m. (In person)



Audit Committee Meeting

Thursday, November 13, 2025

4:30 PM

Education Centre, Norfolk Room

MINUTES

Present: Members: Chair – J. Bradford (Trustee), T. Waldschmidt (Trustee), L. Whiton (Trustee), E. Hodgins (Volunteer), A. Thakker (Volunteer)
Management: J. Roberto (Director), R. Wyszynski (Superintendent of Business), A. Van Doorn (Senior Manager of Business Services)
KPMG (Internal Auditors): S. Bedi
Millards (External Auditors): M. McNally

Guests: R. Collver (Trustee), C.A. Sloat (Trustee), J. Tozer (Superintendent of Human Resources)

Recording Secretary: L. Howells, Executive Assistant to the Superintendent of Business

A - 1 **Opening (4:30 p.m.)**

(a) **Roll Call**

Roll Call was completed.

(b) **Declaration of Conflict of Interest – Nil**

(c) **In-Camera Session (4:36 p.m.)**

Moved by: E. Hodgins

Seconded by: A. Thakker

THAT the Audit Committee move In-Camera.

Carried

(d) **Welcome to Open Session Land Acknowledgement Statement**

Committee Chair Bradford read the Land Acknowledgement statement.

(e) **Call to Order**

Committee Chair Bradford call the regular Audit Committee meeting to order at 5:16 p.m.

(f) **Approval of Agenda (Additions/Deletions)**

Moved by: A. Thakker

Seconded by: E. Hodgins

THAT the Audit Committee agenda be approved.

Carried

(g) **In-Camera Report - Nil**

B - 1 **Consent Agenda**

Moved by: E. Hodgins

Seconded by: A. Thakker

THAT the Audit Committee accepts the November 13, 2025, Consent Agenda and the recommendations contained therein:

(a) Minutes of the Audit Committee dated September 11, 2025 be approved.

(b) Receive the Consolidated Due Diligence Report as information.

Carried

C - 1 **Business Arising from Minutes and/or Previous Meetings - Nil**



Audit Committee Meeting

Thursday, November 13, 2025

4:30 PM

Education Centre, Norfolk Room

MINUTES

D - 1 **External Audit**

(a) **2024-25 Consolidated Financial Statements (August 31, 2025)**

M. McNally, Millards, provided a high-level overview of the Consolidated Financial Statements ending August 31, 2025. Superintendent Wyszynski provided the committee with the operational rationale for \$3.69 million deficit for 2024-25.

Moved by: A. Thakker

Seconded by: E. Hodgins

THAT the 2024-25 Consolidated Financial Statements be forwarded to the November 24, 2025, Regular Board Meeting for approval.

Carried

E - 1 **Other Business**

(a) **2025 Audit Committee Annual Report**

Superintendent Wyszynski stated this Annual Report is a requirement under the Regulation and noted the report has been updated for the 2024-25 fiscal year.

Moved by: L. Whiton

Seconded by: A. Thakker

THAT the Audit Committee Annual Report 2025 be forwarded to the November 24, 2025, Regular Board Meeting for approval.

Carried

F - 1 **Adjournment**

Moved by: E. Hodgins

Seconded by: A. Thakker

THAT the Audit Committee meeting be adjourned at 5:53 pm.

Carried

G - 1 **Next Meeting:** Thursday, March 26, 2026 at 4:30 p.m. (in person)



Audit Committee Consolidated Due Diligence Report

B-1-b

Item	2025-26 School Year											
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
All Statutory withholding (Income Tax, CPP, EI) have been submitted	LC	LC	LC	LC	LC	LC	LC					
Employer Health Tax paid and submitted for the month	LC	LC	LC	LC	LC	LC	LC					
Records of employment for any terminated or laid off employees completed and sent electronically to Service Canada.	LC	LC	LC	LC	LC	LC	LC					
OMERS (pension deductions from staff, company portion of pension and amounts remitted and report of additions and deletions of staff to plan) remitted.	LC	LC	LC	LC	LC	LC	LC					
Teacher's Pension Plan and Union Dues remitted.	LC	LC	LC	LC	LC	LC	LC					
Employee changes uploaded to ELHT Benefit Plan Administration.	DD	DD	DD	DD	DD	DD	DD					
H.S.T. return remitted.	JH	JH	JH	JH	JH	JH	JH					
New employees have been trained as required under Health and Safety Legislation.	LL	LL	LL	LL	LL	LL	LL					
Workplace inspections were completed during the period.	LL	LL	LL	LL	LL	LL	LL					
Required JOHSC committee meetings were held during the period.	LL	LL	LL	LL	LL	LL	LL					

Staff include: LC-Laurie Campbell, DD-Diane De Vos, JH-Julie Hardie, LL-Lena Latreille,



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education, CEO & Secretary to the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Budget Process 2026-27**
DATE: February 9, 2026

Background

The Finance Committee provides updates on the budget development process and gathers input to support the 2026-27 Estimates Budget.

Timelines

The fiscal school year is defined as the period commencing September 1 and ending August 31. The Ministry of Education's reporting and accountability requirements stipulate that 2026-27 budgets must be submitted prior to the end of June 2026. The following schedules provide an overview and timeline of the process:

January 2026

- Internal budget development cycle for staff is initiated. Business Services will conduct a review of the 2025-26 Estimates and Revised Budgets, analyze associated risks and challenges, and initiate the formulation of assumptions regarding the revenue and expense landscape for the forthcoming school year.
- Consultation plan with key stakeholders is initiated to gather input and ensure alignment with strategic priorities. This collaborative approach aims to optimize resource allocation, enhance financial stability, and support the achievement of the Strategic Plan and supplementary Annual Learning and Operating Plans (ALOPs). By integrating a comprehensive data analysis and stakeholder feedback, a balanced budget will be developed to meet system and school communities' needs while mitigating potential financial risks.

February 2026

- Initial budget information is presented to the Finance Committee
- Planning department begins to draft preliminary enrolment

March 2026

- Enrolment projections are re-assessed, and initial enrolment is formulated
- Review of Ministry of Education's Core Education Funding (Core Ed) to assess impacts
- Develop initial Core Ed revenue projection
- Budget survey is developed and released
- Budget assumptions are developed
- Staffing models are updated based on projected enrolment
- Revenue projections are reviewed
- Consideration of changes or ratification of collective agreements
- Expense projections methodologies are determined
- Utilize plans for the new and continuing Responsive Education Program (REPs)

April 2026

- Review enrolment projections
- Review staffing changes
- Debrief Core Education Funding
- Review budget survey results from stakeholders
- Identify budget pressures, risks and challenges
- Highlight major investments, initiatives, changes or reductions

May 2026

- Prepare draft budget
- Present additional budget information to Finance Committee

June 2026

- Present draft budget to Finance Committee
- Forward budget to the Board of Trustees
- File budget with Ministry of Education before June 30

Key Budget Considerations**Enrolment**

Enrolment in Grand Erie increased steadily over the last number of years. After two consecutive years of significant enrolment growth, enrolment has slowed down considerably. The 2025-26 Revised Estimates Budget experienced a decrease of approximately 86 students across the system when compared to the 2024-25 Financial Statements. The enrolment numbers for the Board for the past four budget cycles are provided below:

- 2021-22 26,216 ADE
- 2022-23 27,052 ADE (+ 836 or 3.2% increase)
- 2023-24 27,894 ADE (+ 842 or 3.1% increase)
- 2024-25 28,261 ADE (+ 367 or 1.3% increase)
- 2025-26 28,175 ADE (- 86 or 0.03% decrease)

As enrolment has plateaued, a conservative approach was critical in balancing the 2025-26 Revised Estimates budget. As described in our [Long-Term Accommodation Plan](#), enrolment growth is expected to continue to grow for the foreseeable future at a rate between 0.5% and 1.0% for each panel. The Planning department expects enrolment to increase slightly for 2026-27 for both panels when compared to the 2025-26 Revised Estimates numbers.

Ministry of Education

In advance of the 2024-25 school year, the Ministry made significant changes to its funding model to support a streamlined funding formula that is simpler to understand and strengthens school board accountability with minimal redistributive impacts.

Budget Pressures

The development of the annual budget will continue to leverage conservative enrolment and revenue estimates. The 2026-27 budget considerations include:

- Increased market impact on the price of goods and services
- Associated costs of fill rates and absences
- Deferred maintenance
- Impact of aging debt and unsupported capital costs
- Rising costs of statutory benefits (CPP and EI) continue to be under-funded
- Rising cost of transportation services
- Aging technology infrastructure and cyber security investments
- Rising costs of resources to support student learning and well-being
- Contract negotiations
- Rising costs associated with Workplace Safety and Insurance Board (WSIB) claims
- Specialized Services funding model

Outlook

The budget development process will continue to be shaped by a complex and evolving fiscal environment. Inflation and labour market pressures are expected to place pressure on operating costs, particularly in areas such as transportation, technology, staffing, utilities, and contracted services. Provincial funding decisions may be influenced by broader fiscal constraints. Changes to funding formulas, regulatory requirements, or compliance expectations could have material budgetary implications, particularly if new mandates are introduced without corresponding funding adjustments.

Stable or declining enrolment limits incremental funding growth, while many cost drivers, such as facilities, service contracts, and core staffing, remain largely fixed. This underscores the importance of aligning resources with demonstrated need, optimizing service delivery models, and ensuring that investments are evidence-based and sustainable. Strategic use of reserves, careful management of one-time grants, and a continued focus on long-term financial sustainability will be essential.

The 2026-27 budget development process will prioritize fiscal prudence, risk management, and investments that target the classroom. Careful planning, analysis, and alignment with strategic and operational priorities will support informed decision making. The budget will focus on the goals and objectives aligned to enhance staff and students leveraging guidelines from the Ministry of Education. The objective is to produce a balanced budget by June 30, 2026.

Grand Erie Multi-Year Plan

This report is connected to all priorities: Learning, Well-being, and Belonging.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer