OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

Report 20-074, 2019-2020 Annual Report on Internal Audit Activity was approved by Audit Committee as its annual report to the Board summarizing the work performed by the regional internal audit team (RIAT) during 2019-2020 in accordance with *Ontario Regulation 361/10, Audit Committees.* The following information has been prepared based on the report.

District School Board Name: Ottawa-Carleton District School Board

Fiscal Year: 2020

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

During the 2020 fiscal year, the following internal audits were started and/or completed by 31 August 2020:

1. **Attendance Support Review**
   As a consulting engagement, the objective of the review was to provide the District with an assessment of the processes used in its attendance support program as compared to leading practices and the practices used in other school boards of similar size. The review commenced during the previous school year and was completed in 2019-2020. The results of the review, which included opportunities to enhance processes, were shared with Audit Committee on 11 June 2020.

2. **Attendance Data Visualization**
   As a consulting engagement, the objective was to present the District's absenteeism data in a format that would enable management to interpret the data, form conclusions on usage and consider changes to improve staff attendance. The RIAT engaged Deloitte LLP to assist with the development of the model that focused on absences from September 2012 to August 2019. The results of the review were shared with Audit Committee on 11 June 2020.

3. **Follow-up Procedures on Past Audits**
   The RIAT customarily conducts follow-up procedures to ascertain the District's progress towards implementing changes in response to audit recommendations. The RIAT completed its update of follow-up procedures and provided a summary of outstanding recommendations. The update noted that a small number of recommendations remain outstanding. Further updates on the outstanding recommendations will be presented during 2020-2021.

Based on the internal audit plan, the District is not expecting an enrolment audit to be performed in the 2020 fiscal year.

Approved by Audit Committee on 21 October 2020

_____
Mark Fisher
Audit Committee Chair