



FINANCE & OPERATIONS COMMITTEE MEETING
July 9, 2019 – 12p.m.
NLESD Headquarters
95 Elizabeth Avenue, St. John's, NL (Skype)

1. Call to Order

A meeting of the Finance and Operations Committee of the Newfoundland and Labrador English School Board was called to order at 12:10p.m. on Tuesday, July 9, 2019.

Members Present: Peter Whittle, Chair
Goronwy Price, Board Chair
John George, Committee Member
Wayne Lee, Committee Member
Winston Carter, Committee Member
Keith Culleton, Committee Member

NLESD Staff Present: Tony Stack, CEO/Director of Education
Terry Hall, CFO/ADE – Corporate Services
Jim Sinnott, Director of Facilities and Custodial Management
Susan Clarke, Administrative Assistant (Corporate Services/Recorder)

Regrets: Ray Bennett, Committee Member
Jennifer Aspell, Committee Member
Thomas Kendell, Committee Member

2. Approval of Agenda

It was moved by Goronwy Price, seconded by Peter Whittle that the agenda be adopted as presented. *Carried.*

3. Approval of Minutes – May 28, 2019

Deferred to next meeting

4. New Business (Motion)

4.1 External Auditor Appointment (2018-2019 to 2022-2023)

Tabled by Terry Hall, CFO/ADE – Corporate Services.

The Schools Act 1997 requires the District to submit to the Minister at the end of each school year, detailed statements of its accounts audited by a person licensed under the Chartered Professional Accountants and Public Accountants Act. The School District attempts to provide audited financial statements within 90 days of its year end.

Audited services are included in the scope of the Public Procurement Act and the District selected the Request for Proposal (RFP) method to identify a recommended supplier. The RFP included the following audit services:

1. Audit of the Newfoundland and Labrador English School District non-consolidated financial statements.
2. Audit of the Newfoundland and Labrador English School District consolidated financial statements (including school funds), effective for the 2019-2020 fiscal year.
3. Audit of the Newfoundland and Labrador International Education Inc.
4. Audit of the Newfoundland and Labrador Education Foundation Inc.
5. Special Audit Report of the funding provided by the Nunatsiavut Government under a Fiscal Financing Agreement.

Proposals were received from four suppliers. The proposals were ranked using the following criteria:

1. Expertise/experience/qualifications (25%)
2. Financial cost (50%)
3. Ability to meet timelines (20%)
4. Response to RFP (5%)

In accordance with the Public Procurement Act, the highest ranking proposal will be deemed to be the preferred supplier. Ernst & Young (EY) submitted the proposal with the highest rank.

Motion:

Moved by Peter Whittle, seconded by Winston Carter that the Finance and Operations Committee recommend to the Board, approval of the appointment of Ernst & Young (EY) as the external auditor for the five year period from 2018-2019 to 2022-2023. Carried.

5. Date of Next Meeting

The next meeting will be held at the call of the Chair.

6. Adjournment

Motion to adjourn by Peter Whittle at 12:17p.m. *Carried.*