



Excellence in Education

MEMORANDUM

Date: 05 April 2011
To: Board of Trustees
From: Trustee Gilchrist – Chair, Audit Committee
Resource Audit Committee
Persons:
Subject: **Audit Committee Meeting Minutes of 01 March 2011**

Recommendation

That the Board of Trustees receives as information the Minutes of the 01 March 2011 Audit Committee Meeting as presented at the Regular Board Meeting of 05 April 2011.


CJ:jlf



**MINUTES OF THE AUDIT COMMITTEE MEETING HELD AT THE
PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN
STONY PLAIN, ALBERTA ON 01 March 2011**

ATTENDANCE:

Richard Gilchrist, Board Chair
Dorcas Kilduff, Trustee
Ron Heinrichs, Trustee

CALL TO ORDER

The meeting was called to order at 4:00 p.m.

ACTION ITEMS

2.1 REVIEW OF AUDIT COMMITTEE POLICY

Further to the PricewaterhouseCoopers presentation to the Board of Trustees on 15 February 2011, a review was conducted by the Audit Committee of the Best Practices for Audit Committee Charter. It was determined that there was a need for some changes to the Audit Committee Policy. Richard Gilchrist will prepare a document and distribute it to the Audit Committee for their review and comments.

ITEMS FOR FUTURE AGENDA

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ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

The next Audit Committee Meeting will be held on May 3, 2011 at 4:00 pm.