

Ministry of Education
School Business Support Branch
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Ministère de l'Éducation
Direction du soutien aux activités
scolaires
2 Rue Carlton, #710
Toronto ON M5B 1J3



2017: SB23

MEMORANDUM TO: Senior Business Officials
Regional Internal Audit Managers

FROM: Cheri Hayward
Director
School Business Support Branch

DATE: **September 1, 2017**

SUBJECT: **Update on Ministry Support for Audit Committees and Internal Audit**

I would like to inform you about a temporary change in ministry support for the audit committees and internal audit initiative.

Paula Hatt, Senior Analyst, Audit is currently on a leave of absence. To cover the main functions of the position during this leave, Andrea Eltherington, Senior Regional Internal Auditor, West of Central Region has agreed to a part-time secondment with the ministry. Andrea will be supporting the ministry from September 2017 to the end of March 2018, assisting the School Business Support Branch for an average of two days per week. She will spend the remainder of the time in her internal audit home position.

Andrea is an experienced internal auditor with close to 7 years of sector experience. Her experience with both internal audit and school board audit committees will ensure that the sector continues to receive the necessary support on these initiatives.

Every effort will be taken to ensure there is no conflict of interest encountered as Andrea undertakes this dual role.

Andrea can be reached at 416-326-1170 or by email at Andrea.Eltherington@ontario.ca.

I would like to thank Andrea for agreeing to fill this role, as well as the West of Central Regional Internal Audit Team and Waterloo Region District School Board for supporting this opportunity.

Original signed by

Cheri Hayward
Director
School Business Support Branch

cc: Dan Duszczyszyn, Regional Internal Audit Coordinator