

802.4 Financial Investments

Policy

The Board delegates to the Associate Superintendent Business Affairs, the authority to invest Division funds. Division financial investments shall be consistent with those of a prudent individual investing under a low-risk tolerance level.

Regulations:

1. Division financial investments shall be limited to:
 - 1.1 Canada Treasury Bills;
 - 1.2 Canada Bonds/Provincial Bonds;
 - 1.3 Bankers' Acceptance;
 - 1.4 Term Deposits.
2. Division financial investments shall be made only with the following institutions:
 - 2.1 Government of Canada;
 - 2.2 Government of Alberta;
 - 2.3 Select chartered banks and associated trust companies.
3. Division financial investments shall be limited to those instruments which are rated as follows:
 - 3.1 Short term and promissory notes:
 - 3.1.1 Dominion Bond rating service: R-1 High or R-1 Middle;
 - 3.1.2 Canadian Bond rating service: A-1+ or A-1.
 - 3.2 Bonds and Debentures:
 - 3.2.1 Dominion Bond rating service: AAA or AA;
 - 3.2.2 Canadian Bond rating service: AA+ or AA.
4. For the purposes of facilitating charitable giving, the Division may open a brokerage account with any of the institutions listed in 2 above for the purposes of receiving securities or other financial instruments in kind as a donation to the school Division. These securities or financial instruments shall be liquidated within five business days or receipt into the brokerage account. A charitable tax receipt will be issued to the donor for the value of proceeds of liquidations less any brokerage costs incurred.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

800 - Business Procedures

References

Alberta School Act: 60, 61

Division Policies: 801.9 Financial Planning and Management - General,
804.3 Financial Accountability and Audits

Other: Dominion Bond Rating Service, Canadian Bond Rating Service