



# ALGONQUIN AND LAKESHORE CATHOLIC DISTRICT SCHOOL BOARD

## ADMINISTRATIVE PROCEDURES

### INVESTMENT POLICIES AND GOALS (Policy Statement: Investment Policies and Goals)

#### Purpose

To provide a procedure for managing the Algonquin and Lakeshore Catholic District School Board investment portfolio.

#### References

*Regulation 41/10 of the Education Act*

#### Procedures

##### 1. Eligible Investments

The Board has need on occasion to invest donations and surplus funds for various lengths of time. The Board will invest in securities as prescribed under Regulation 41/10 of the Education Act except as expressly approved by the Ministry of Education and Training and the Board.

##### 2. Investment Reporting

The Treasurer will provide to the Board an annual investment report containing the following Information:

- a) a statement about the performance of the portfolio of investments of the Board during the period covered by the report;
- b) a description of the estimated proportion of the total investments of the Board that are invested in its own long-term and short-term securities to the total investments of the Board and a description of the change, if any, in that estimated proportion since the previous year's report;
- c) a statement by the Treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investment policies and goals adopted by the Board;

- d) a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security; and
- e) such other information that the Board may require or that, in the opinion of the Treasurer, should be included.

**Appendices**

**Forms**

Approved: October 23, 2012

Reviewed: April 25, 2017