

FINANCIAL GUIDELINES

In accordance with Sections 140 and 143 of the Alberta Education Act, the Superintendent has the responsibility to operate the school division in a sound and prudent fiscal manner. Therefore the Superintendent, or designate, shall

1. Ensure that generally accepted accounting principles for the public sector and Alberta Education's accounting requirements are followed.
2. Not expend more funds than are received or otherwise available in a fiscal year unless otherwise approved by the Board.
3. Not use any capital or operating reserves or accumulated surpluses except as authorized by the Board.
4. Comply with government requirements and contractual obligations.
5. Ensure tax payments and other government-ordered payments and/or filings are handled timely and accurately.
6. Ensure that funds are available to settle payroll and debts in a timely manner.

Approved: February 29, 2020

Reviewed: January 11, 2022