

<b>Kelsey School Division Box 4700 The Pas, MB R9A 1R4</b>	<b>Code: DG</b>
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**FINANCIAL PRACTICES**

1. Banking services and audit services shall be tendered every three years. The Board shall, by resolution, designate the banking firm and the auditing firm for the School Division.
2. The Secretary Treasurer and the Board Chair or the Vice-Chair are authorized to sign all cheques, by-laws, and other official and legal documents on behalf of the Board of the Kelsey School Division.
3. The Board shall cause the Secretary Treasurer and other persons entrusted with money or property of the School Division to be bonded.