

Agamim Classical Academy Cash Management Procedures



❖ **Objectives:**

- Follow Agamim Investment policy
- Follow all bond covenants
- Maintain principal
- Provide liquidity
- Provide income

❖ **Portfolio:**

- Initial allocations approved by Finance Committee and/or School Board
- Interest rate risk fully explained
- Duration of portfolio at or below 2 years
- Responsibility of School Leadership to monitor duration of the portfolio making trades as necessary to maintain maximum income within duration targets

❖ **Trade Execution:**

- School Leadership proposes trades to Designated CFO for review
- Executions provided to Leadership Team and CFO via email as soon as available

❖ **Oversight:**

- Finance Committee responsible for monthly review of cash management account
- Finance Committee reviews all trade confirmations
- Finance Committee advises School Board on duration of the portfolio
- Board gets monthly report on cash management activities – summarized in monthly financial report.