

A. W. BEATTIE CAREER CENTER

SECTION: PROGRAMS

TITLE: SERVICES TO DISTRICTS/
AGENCIES

ADOPTED: April 22, 1999

REVISED: April 30, 2014

APPROVED: May 22, 2014

<p>1. Purpose</p> <p>2. Guidelines</p>	<p style="text-align: center;">116. SERVICES TO DISTRICTS/AGENCIES</p> <p>The primary purpose for all the equipment and facilities owned by the A. W. Beattie Career Center Consortium is to provide instruction for youth and adults. Therefore, priorities of use of all equipment and facilities will be given to instructional programs provided by the Career Center.</p> <p><u>Participating Districts</u></p> <p>Requests for services and/or equipment and facilities from the Career Center may be granted with the following provisions:</p> <ol style="list-style-type: none"> 1. Work orders for requested services by participating districts are approved by the Executive Director or designee. 2. The use does not interfere with or cause the instructional program to be altered or delayed. 3. Necessary costs incurred due to the use of equipment, supplies and/or facilities is paid by the participating districts including depreciation and ordinary operating/maintenance costs. 4. The equipment to be used is operated by a trained person approved by the Career Center Executive Director. 5. The A. W. Beattie Career Center is not held liable for the quality or performance of services. 6. The service performed is not used for profit or sales by the participating districts. 7. Any costs charged to the participating districts shall be accounted for in the appropriate fund of the Career Center.
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Agencies

Requests for services and/or the use of equipment, supplies and facilities from the Career Center may be granted to agencies other than participating school districts, such as the Community College of Allegheny County, AIU, with the following provisions:

1. The Joint Operating Committee hereby authorizes the Executive Director to provide approval for short term contracts with agencies for services and/or equipment, supplies and facilities. Long term contracts (12 months or beyond) are submitted to the Joint Operating Committee for consideration of approval.
2. The service and/or equipment, supplies and space requirements shall not interfere with or cause the instructional program to be altered or delayed.
3. Amounts paid by the agency shall equal all the costs incurred by providing the service plus a reasonable return on the investment in building and equipment. It is not the intent of the school to make an excessive profit.
4. Services shall not be rendered for religious or political activities.
5. The Career Center is not held liable for the quality or performance of services.
6. The contracted service is performed by or under the direction of the professional staff of the Career Center.
7. Any funds received for such services shall be accounted for in the appropriate account of the Career Center.