

# A. W. BEATTIE CAREER CENTER

SECTION: PROGRAMS

TITLE: INSTRUCTIONAL SUPPLIES

ADOPTED: April 22, 1999

REVISED &  
APPROVED: February 28, 2013

110. INSTRUCTIONAL SUPPLIES	
<p>1. Authority SC 801</p>	<p>It shall be the policy of this Joint Operating Committee to supply each teaching staff member and student with the supplies and equipment that are deemed necessary for implementation of the approved instructional program.</p> <p>The Joint Operating Committee may require that students provide certain supplies for participation in program areas and extracurricular activities. PA Department of Revenue standards may require that applicable sales tax be charged on items purchased by students through the school.</p>
<p>2. Guidelines Title 22 Sec. 12.11</p>	<p>When individualized and nonreusable clothing or equipment is required for reasons of safety or health, students will be required to provide their own clothing or equipment, which shall meet standards set by the Career Center. Such standards shall be those reasonable related to the considerations of safety, health and protection of property.</p> <p>When students prepare useful items which they are permitted to keep, they shall pay the school the cost of the materials used.</p> <p>If, for the purposes of improved instruction, it is appropriate to have pupils purchase items for their personal use in shops, laboratories or classrooms the procedures or requirements for such purchases shall be approved by the Executive Director. Students who enroll in courses shall be informed of any necessity on their part to provide materials, equipment, etc., prior to their enrollment in a course.</p> <p>When policy exceptions impose a financial hardship on a student, the Career Center will assist with the costs. The Executive Director shall implement procedures to assure that no student is denied participation in the school program for financial reasons and to guard the privacy of each student.</p>
<p>School Code 801 PA Code Title 22 Sec. 12.11</p>	<p>A materials fee shall be charged to students for any materials used in excess of that allocation of materials prescribed for the satisfaction of particular programs or projects. In case of such charges it shall be the duty of the teacher in charge to provide the business office with the information necessary to collect any fees due. The collection, credit and deposit of such fees in the school treasury shall then become the responsibility of the business office</p> <p>Reference: Policy 616.1</p>