

Living Sky School Division No. 202

Administrative Procedure (AP) Manual



Procedure Name: Purchase of Educational Services

Procedure Type:	Programs and Curriculum	Implementation Date:	JAN 16, 2019
Procedure Number:	6.08	Last Revision Date:	DEC 20, 2023
AP Owner:	Director of Education	Last Review Date:	NOV 17, 2025
Legal Reference(s):	<i>Education Act, 1995, s. 178</i> <i>Education Regulations, 1999, s. 50</i>		

Background

Living Sky School Division (LSKYS) contracts for educational services and may pay tuition fees for students when it is not feasible or practicable to provide the services within the division.

Scope

This procedure applies to services and programs for students in all schools within LSKYS.

Procedures

1. The director of education or designate may recommend the purchase of services from other institutions and school divisions when LSKYS is unable to provide a specific program or service for a student. Such a service or program is to be consistent with those provided in accordance with the Ministry of Education's regulations and policies.
2. The director of education or designate may recommend the purchase of service from another school division when lack of classroom space or geographical location necessitates transportation to another school division.
3. All services purchased in accordance with this procedure are to be reported to the superintendent of business for LSKYS.

Related

7.06 Purchasing & Procurement

8.01 Transportation Services

Distance and Blended Learning Courses Protocol (*internal document*)