

# POLICY

## Board of Education Bernards Township

File Code: 3138

### PRIVATE TUTORING/PERSONAL SERVICES

The Board recognizes that the discharge of its responsibility to provide a thorough and efficient system of education for each child in the District may require special help for some pupils beyond the regular classroom program. Tutorial instruction shall be interpreted to mean private individualized instruction additional to, and in support of, regular classroom instruction.

Wherever possible within the working day, each teaching staff member shall assist pupils in the remediation of individual learning difficulties.

In certain cases where extra help is desirable and the parents/guardians request such assistance, a teacher or administrator may recommend that the parents/guardians secure private tutorial services for the pupil.

To avoid placing a teacher in a position where he/she may have a conflict of interest, teachers shall not tutor, or provide personal services, such as house-sitting or childcare for a fee, to pupils enrolled in their classes or upon whose evaluation or assignment they may be called upon to pass during the current school year. Nor shall any employee of the Board make a commitment to perform services for extra pay when he/she has been instrumental in recommending the need for those services. In cases where personal health/welfare services that are provided to special needs students during the day are requested to be provided at parental cost after school hours and off of school property, with the permission of the Director of Special Services the instructional aide who has been trained in that service may be authorized to provide the services, at parental cost, provided that he/she has not been instrumental in recommending the need for those supplemental services.

Teachers shall not tutor any pupil for pay during regular working hours or on school premises. Materials used by tutors must be obtained at the expense of the tutor. School materials, texts, and supplies are not to be given to a tutor, regardless of whether the tutor is an employee of the district. School tests and exams are not to be shared with a tutor.

**ADOPTED:** December 14, 2009