

# SOUTHERN LEHIGH SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: TUTORIAL INSTRUCTION

ADOPTED: December 2, 2002

REVISED: January 25, 2010; October 12, 2015

REVIEWED: March 9, 2015

<p><b>Replaces Policy 4134</b></p>	<p>116. TUTORIAL INSTRUCTION</p>
<p>1. Purpose</p>	<p>The Board recognizes that the discharge of its responsibility to provide a thorough and effective education for each student in the district may require special help beyond the regular classroom program for some students.</p>
<p>2. Definition</p>	<p>Tutorial instruction shall be interpreted to mean individualized instruction provided by contracted teachers employed by the school district to their assigned students in addition to, and in support of, regular classroom instruction.</p> <p><u>Private</u> tutorial instruction shall be interpreted to mean paid tutorial instruction provided by contracted teachers employed by the school district to students, whether or not enrolled in the school district, in a private capacity as independent contractors and not as employees of the school district.</p>
<p>3. Delegation of Responsibility</p>	<p>Wherever possible, whether before, during, or after the regular school day, each contracted teaching staff member shall assist and provide tutorial instruction to assigned students in his/her classroom for the remediation of individual learning difficulties as part of their regular instructional duties.</p> <p>Unless he/she is appointed as a homebound instructor and paid for such services by the school district, no contracted teacher employed by the school district shall provide private paid tutorial instruction to any student enrolled in the school district, except by specific approval of the Superintendent.</p>
<p>4. Guidelines</p>	<p>When the student's learning interests and needs are sufficient to warrant help beyond the ordinary classroom instruction, special instruction and service, including private tutorial instruction, may be utilized.</p> <p>In certain cases where extra help is desirable and the parents request such assistance, the Superintendent or designee may provide parents or guardians with a list of District contracted professional employees who have made themselves available as private tutors.</p> <p>Contracted teachers interested in providing private paid tutorial instruction shall make their interests known to the Superintendent's Office. Information including</p>

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<p>Title 22 Sec. 11.22</p> <p>SC 24 P.S. Sec 111, 1205.1, 1327, 1332, 1333</p>	<p>the name and school of the student enrolled in the school district and the proposed area for private tutoring must be provided to the Superintendent’s Office for approval before private arrangements are made. Contracted teachers shall not provide private paid tutorial instruction to students during the regular school day and/or on school property.</p> <p>Except in the case of homebound instruction, the Superintendent shall not approve private paid tutorial instruction for any student enrolled in such a contracted teacher’s classroom.</p> <p><u>Excusal From School</u></p> <p>Upon the written request of the parent or guardian, a student may be excused at the discretion of the Superintendent during school hours for instruction in a field not offered in the district curriculum if such absence does not interfere with the regular program.</p> <p>The instructor’s qualifications must be approved by the Superintendent, including all state regulatory requirements for clearances.</p> <p>The district may establish reasonable conditions for excusal of a student for such instruction.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 1205.1, 1327, 1332, 1333</p> <p>State Board of Education Regulations – 22 PA Code Sec 4.12, 4.52, 11.22, 11.31, 11.33</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p>
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