

## **Professional Personnel**

### **Tutoring**

Teachers are expected to provide appropriate instructional support to the students in their classrooms. To avoid any potential conflict of interest, the Board establishes the following conditions for the tutoring of Center Cass District 66 students.

Tutoring shall be defined as private teaching by a staff member of a Center Cass District 66 student for pay. Teachers may tutor a child enrolled in the District subject to the following conditions:

1. No teacher or teacher aide may tutor a child from his/her own class.
2. Tutoring is not permitted in the school buildings.
3. No child shall be excused from school for tutoring.
4. Any teacher hired to tutor a Center Cass District 66 student is required to inform the District at the onset of tutoring. The information provided shall include: name of student, subject area, frequency of sessions, and whether the purpose for tutoring is for remedial or enrichment purposes.
5. All inquiries from parents about tutors should be referred to the building principal. The District shall maintain a list of teachers and retired Center Cass District 66 teachers who tutor students. Names from the list and contact information may be shared by the building principal with parents who request such information. The list is not to be published or distributed officially.

First Reading: March 13, 2012

Second Reading: April 10, 2012

Adopted: April 10, 2012