

# REGULATION

NUTLEY  
SCHOOL DISTRICT

TEACHING STAFF MEMBERS  
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Tutorial Services

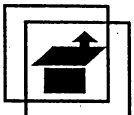
## R 3232 TUTORIAL SERVICES

### A. Tutoring in the Instructional Program

1. Teachers will make every reasonable effort to assist pupils assigned to them who need extra help in the reinforcement of skills.
2. In-school tutoring assistance may be given during the course of the school day or during the periods immediately before or after the school day.
3. In-school tutoring is part of a teaching staff member's district responsibility and no teacher may charge a fee for such services.

### B. Tutoring Outside the School

1. A teacher who believes that a pupil would profit educationally by regularly scheduled outside tutorial help will so inform the building principal. No such recommendation may be made until the teacher has offered extra help in accordance with §A.
2. If the building principals concurs in the teacher's recommendation, he or she will notify the pupil's parent or legal guardian.
3. The responsibility of securing a tutor rests with the parent or legal guardian, but the teacher and, where applicable, the pupil's guidance counselor should be prepared to discuss the pupil's performance and needs with the parent or legal guardian.
4. On the parent or legal guardian's written request (in accordance with Policy No. 8330), the teacher should cooperate with the tutor in providing information and materials used in class and in specifying skills needing reinforcement.
5. Private tutoring is to be provided off school premises, and reimbursement is to be made by the pupil or parent or legal guardian directly to the tutor.
6. Teachers are prohibited from providing private tutoring services to pupils assigned to them in the regular school program. A teacher who tutors a pupil privately may not participate as a member of an evaluation team or special review assessment team for that pupil.



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7. No tutoring for which a teacher receives a fee shall be carried on in the school building.

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