



Book	Policy Manual
Section	100 Programs
Title	Tutorial Instruction
Number	116
Status	Second Reading
Adopted	October 4, 1995
Last Reviewed	May 21, 2018

Purpose

The Board recognizes that the discharge of its responsibility to provide an education for each child in the district may require special help for some students beyond the regular classroom program.

Tutorial instruction shall be interpreted to mean individualized instruction additional to, and in support of, regular classroom instruction.

Authority

~~When the student's learning interests and needs are sufficient to warrant help beyond the ordinary classroom instruction, special instruction and services may be utilized. This determination will be made through joint consultation of the classroom teacher, parent and the appropriate representative of the administration. The district's determination shall be entirely discretionary and not subject to review. Said programs shall include:~~

- ~~1. Ongoing communication among administration, teaching staff members, and parent(s) or guardian(s) of pupils participating in special educational programs.~~
- ~~2. Evaluation procedures which measure pupil achievement related to such educational program objectives and standards.~~

Guidelines

During the school term, teachers shall not tutor their own pupils for pay **when tutoring is directly related to the curriculum and the class in which the student is enrolled**. ~~nor any other pupils in the section they are teaching. During the summer, a teacher may not tutor a pupil whom s/he has failed.~~

Tutoring for pay on school property or during the school day is not permitted.

Any secondary school pupil who wishes to make up a failure by summer tutoring should apply to his/her principal. A letter of approval will be sent to the pupil's parents. The tutoring shall cover at least six (6) weeks and shall include at least thirty (30) hours of instruction. The pupil is expected to spend at least one (1) hour preparing for each hour of instruction. After the tutor informs the principal that the requirements have been met, an examination is given at Wilson High School. The principal and department supervisor or chairperson determine, on the basis of the results, whether the pupil is to

receive credit for the course. If the pupil passes the examination, his/her mark on the record shall be changed from E to D.[\[1\]](#)

Whenever possible within the working day, each teaching staff member shall assist, when assigned to the remediation of students.

Legal

1. 22 PA Code 11.22

Last Modified by Mrs Regina Urso on May 14, 2018