

**DODGELAND SCHOOL DISTRICT**  
**Board Policy Manual**

**539.2**

**PRIVATE TUTORING BY DISTRICT EMPLOYEES**

Dodgeland School District employees may provide to students private tutoring services for pay under the following conditions:

1. Students are not currently enrolled in the employees' class(es) or participating in the educational program/services provided by the employees;
2. Employees make their own arrangements for private tutoring services with parents/guardians;
3. Employees do not promote or advertise private tutoring services to students or parents/guardians on school premises, at school-sponsored events, during contracted work hours or using district resources;
4. Building principals and/or immediate supervisors are notified of the tutoring arrangements and grant prior approval;
5. Tutoring services are provided outside the employees' contracted work days; and
6. Tutoring arrangements do not interfere with employees' ability to effectively carry out contracted job responsibilities.

Employees providing private tutoring services shall only be allowed to use school facilities or equipment for tutoring activities in accordance with Board policies and procedures regarding public use of school facilities and equipment.

Students shall not be dismissed from regular assigned classes or programs/services during the regular school day to meet with paid private tutors either on or off school premises.

Under special circumstances exceptions may be made when approved by the District Administrator.

The provisions of this policy apply to private tutoring services provided by employees during the regular school year and during the summer.

LEGAL REF.:   Sections   118.12    Wisconsin Statutes  
                          120.13  
                          120.13(17)

CROSS REF.:   342.5, Programs for Disadvantaged Students (Title I)  
                  342.62, Programs and Services for English Language Learners  
                  351, Summer School  
                  742, Authorized Use of School Owned Equipment  
                  830, Use of School Facilities

Approved: December 2, 1996  
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