

ADMINISTRATIVE REGULATION

APPROVED: April 12, 2016

REVISED:

CENTENNIAL SCHOOL DISTRICT

116-AR-0. PRIVATE TUTORING

The instructional program for students provided by a properly qualified private tutor must comply with state law and regulations.

District approval is not required to commence private tutoring.

Qualifications

A properly qualified private tutor is defined as a person who is certified by the Commonwealth to teach in Pennsylvania public schools; who is teaching one (1) or more children who are members of a single family; who provides the majority of instruction to such child or children; and who is receiving a fee or other consideration for instructional services.

A private tutor must be certified by the Commonwealth of Pennsylvania to teach in the public schools of Pennsylvania. No person who would be disqualified from school employment by the provisions of 24 P.S. § 1-111(e) may be a private tutor. The private tutor must file with the Superintendent a copy of his/her Pennsylvania certification, state and federal criminal history information and child abuse history clearance.

Instruction

The District may provide instructional materials for a student's use.

Instruction must be given during the school year for a minimum of 180 days of instruction or for a minimum of 900 hours of instruction for elementary students and minimum of 990 hours of instruction for secondary students as the equivalent of 180 days.

Elementary Level Requirements –

Instruction of students by a properly qualified private tutor must include the following for elementary level students:

1. English, including spelling, reading and writing.
2. Arithmetic.
3. Geography.

4. History of the United States and Pennsylvania.
5. Science.
6. Civics, including loyalty to the state and national government.
7. Safety education, including regular and continuous instruction in the dangers and prevention of fires.
8. Health, including physical education and physiology.
9. Music.
10. Art.

Secondary Level Requirements –

Instruction of students by a properly qualified private tutor must include the following for secondary level students:

1. Art.
2. English.
3. Health.
4. Mathematics.
5. Music.
6. Physical education.
7. Science.
8. Social studies, including civics, world history, United States and Pennsylvania history.

At the discretion of the tutor, the instruction may include economics, biology, chemistry, foreign languages, trigonometry or other age-appropriate planned instruction as contained in Chapter 4 (relating to academic standards and assessment).

Evidence of Academic Progress

The student's parent/guardian must provide written assurance to the Superintendent by June 30 of each school year that the instructional requirements have been met.

When the District's Superintendent receives a complaint that a student being privately tutored is not making satisfactory progress, the Superintendent may request any of the following as evidence of academic progress and documentation of instructional time:

1. Samples of student work.
2. Assessments.
3. Progress reports.
4. Report cards.
5. Evaluations.
6. Logs maintained by the tutor or parent/guardian.
7. Attendance records.
8. Records indicating the dates and times instruction was provided.

Diplomas

There are no graduation requirements for privately tutored students. Students may choose to take the GED tests and then obtain a Commonwealth Secondary School diploma.

Reporting Requirements

Private tutors must report to the District the names and residences of all children between six (6) and eighteen (18) years of age they are tutoring, report when they cease to tutor such students, and notify the District of any tutored student who has been absent three (3) days, or the equivalent, during the term of compulsory attendance, without lawful excuse.

Dual Enrollment

At the District's discretion, students that are being privately tutored may be permitted to attend classes in the District's schools. Credits that are taken by dual enrollment will count toward curriculum requirements.