

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(REGULATION)

IMPLEMENTATION
GUIDELINES

The following guidelines will be used to implement policy DBD (LOCAL):

An employee will not privately tutor his or her own students for pay, except during the summer months. "His or her own students" is defined as:

Elementary/Secondary – teacher of record assigning grades to the student.

1. District resources, assessments, materials and equipment are not to be utilized for private tutoring. Facilities may be used provided all district guidelines/procedures have been followed.
2. An employee who tutors his or her own students in the summer must follow the same guidelines that tutors outside the District must follow. See GDK (LEGAL and LOCAL)
3. A tutor nor the teacher of record will be allowed to discuss the child's progress unless the parent has given written permission to the teacher to exchange information with and/or work with the tutor.
4. A tutor will not be allowed to request testing, assignments or any other information from the child's teacher unless the parent has given written permission to the teacher to release this information. A tutor is considered to be a third party and school officials cannot release information to the third party about any student other than in compliance with the Family Education Rights and Privacy Act (FERPA). (It is recommended that information about the child be shared with the parent directly and the parent communicates the information to the tutor.)