

Private Tutors In the Schools

A private tutor is someone who works for a licensed agency and received specific training in the need area. A private tutor works for the parent/guardian of the student and is not an employee of the school district. Private tutor service needs are determined and requested by the parent and do not involve the IEP or 504 services. Bismarck Public Schools will not reimburse for services. Services provided by the private tutor do not replace school services.

The Bismarck School District will allow private tutors on school grounds during the day when the following conditions are met:

1. The private tutor creates an agreement which contains information on insurance, indemnification, confidentiality, compensation stating the school district is not the guarantor, rental fees, responsibilities of provider, responsibilities of District, terms of the MOU: duration, independent contractor statement, assignments and subcontracts, force majeure, severability, and applicable law and venue.
2. A release of information by the parent giving permission for Bismarck Public Schools and the private tutor to exchange information.
3. The private tutor will follow the facilities scheduling process as referenced in administrative rule ABBB-AR1. The principal will have final determination if space is available. The private tutor and student will meet in an individual space during tutoring sessions due to confidentiality of other students.
4. An employee of the private tutor who will be on school grounds will be required to give authorization and submit a state and federal background check as referenced in Bismarck Public School Administrative Policy DBAC. The employee will also be required to follow mandatory reporting requirements, 8 hours of mental health training, and fulfill the NDCC 15.1-21-12.1 required reading training before providing services.
5. The Bismarck Public Schools' staff will continue to adhere to child find obligations. If the school district did not know needs were present, the provider involvement may start the child find process.
6. Students must maintain the classroom schedule. Principals will have final determination for the time of services. Scheduling preference will be given to before or after school time. The private tutor will not interrupt the instructional integrity of the classroom. Students will not be taken out of core instruction: reading, math, science, social studies, music, or PE. Space may be limited or unavailable depending on school events.

7. Supervision of the private tutor will be the responsibility of the agency employing the individual. When students are receiving services, the student will be under the supervision of the private tutor. The Bismarck Public School District is not responsible for any actions of the agency and private tutor.
 8. Bismarck Public School adult supervision, such as aide support, will not be present for the private tutor sessions.
 9. Private tutor employees will follow staff ethics and conduct referenced in Bismarck Public School Administrative Policy DE.
 10. Bismarck Public Schools will keep record of absences due to time with the private tutor. This time will not count against the student for absences but be collected for programming.
 11. Bismarck Public Schools is held harmless if a private tutor fails to deliver on services, the District is not responsible for the failure.
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