

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 4000

Personnel

AR 4137

Tutoring and Counseling

It shall be considered a conflict of interest for a District employee to tutor or provide services to students in the following situations:

1. Tutoring for compensation (monetary or material) of students who are on the teacher's current roll book.
2. Conducting group tutorials for compensation (monetary or material) which are designed to prepare students for secondary final exams. (Group is defined as more than one student in attendance.)
3. Use of a District classroom without permit to provide paid tutorial service.
4. Tutoring for extra compensation (monetary or material) during the contract day.
5. Providing counseling for therapy service for compensation (monetary or material) for a student within the provider's District caseload.
6. Recruiting and/or soliciting students, parents or other employees to recruit students for paid tutorial or counseling services.
7. Outside tutoring shall not be recommended as a substitute for the District's or school's educational responsibilities.
8. Tutoring students in the same course as the District employee is teaching.
9. Testing, counseling, or other services provided by school psychologists and DIS personnel (including, but not limited to, speech/language specialists, occupational therapists, etc.) shall not be provided to any students residing or attending schools within the District due to the nature of their district-wide services provision.

Exceptions to the above may only be granted by the Superintendent or his/her designee.

Amended: 10-18-05