

SUPPLEMENTAL SERVICES

- I. The Talbot County Board of Education recognizes that private tutors are occasionally used by students to receive Carnegie credits or supplemental services as provided under the Federal “No Child Left Behind” Act of 2001, Section 1116. The goals are to help an individual student improve his/her academic work and to assist a student in meeting course requirements in order to accumulate credit to meet graduation requirements.
- II. An approved private provider certified through Maryland State Department of Education may be employed by Talbot County Board of Education. This private contractor would provide supplemental services in reading and/or math services to identified Title I students in Title I School Improvement schools. When applicable, parents will be notified of this option by June 15 of each school year. The Coordinator of Federal Programs will facilitate the agreement with the provider. This agreement will include the following:
 - A. consultations between the school, parent, and provider to determine goals for a student
 - B. determination of how the student’s progress will be measured
 - C. establishment of a timeline for improving achievement (in case of Individualized Education Program under section 614 (d) of the Individuals with Disabilities Education Act).
 - D. an outline of how the student’s parents and the student’s teacher will be regularly informed of the student’s progress
 - E. provision for the termination of the agreement if the provider is unable to meet goals and timetables
 - F. schedule of payments to the provider by Talbot County Board of Education
 - G. signed confidential statement of provider to not disclose to the public the identity of any student eligible for, or receiving, supplemental educational services without the written permission of the parents of such student
- III. A private tutor may be employed to receive credits provided the following conditions have been met:

- A. The tutor is certified to teach the course(s) being taught.
- B. All resources of the school system have been fully utilized.
- C. Approval has been granted by the student's principal.
- D. The tutor has met with the classroom teacher and principal to reach an understanding of the course objectives and requirements.
- E. The tutor shall be required to submit reports periodically of the work covered and a final report on the quality of the work completed by the student.
- F. The classroom teacher shall be responsible for administering the appropriate examinations in the subject(s) taught and for recommending to the principal whether the student's work merits high school credit.
- G. Total of not more than three units earned in private lessons may be accepted toward high school graduation requirements, unless the student is homebound and has been working in a program under the direction of a local school system.
- H. No teacher regularly employed in the student's school shall work as a paid private tutor for credit without permission from the Superintendent.

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