

GBRGB-R Tutoring for Pay

7/25/16

RATIONALE/OBJECTIVE:

Cobb County School District (District) recognizes that it may be improper for employees to receive remuneration of any form from students assigned to them. Therefore, employees involved in tutoring/instructing students outside the school day shall adhere to District Rules and the Georgia Code of Ethics for Educators.

RULE:**A. GEORGIA CODE (CODE) OF ETHICS FOR EDUCATORS:**

1. Standard 6 of the Code, "Improper Remunerative Conduct", states that, "an educator should maintain integrity with students, colleagues, parents, patrons, or businesses when accepting gifts, gratuities, favors, and additional compensation."
2. Standard 6 of the Code, defines unethical conduct to include, but not be limited to:
 - a. "Tutoring students assigned to the educator for remuneration unless approved by the local board of education/governing board or superintendent; and
 - b. "Coaching, instructing, promoting athletic camps, summer leagues, etc. that involves students in an educator's school system and from whom the educator receives remuneration unless approved by the local board of education/governing board or the superintendent."

B. COBB COUNTY BOARD OF EDUCATION (BOARD)/SUPERINTENDENT APPROVED PROGRAMS:

1. Private tutoring for pay whether by an employee or non-employee must be done off campus. Private tutoring for pay by an employee shall not include students assigned to the employee.
2. **School-Administered Programs:**
 - a. School-administered programs are those initiated at the local school level to provide tutoring outside the school day in a program developed by the individual school.
 - b. District employees may be employed for pay as instructors and/or supervisors in school administered programs. District employees may also utilize school facilities, materials or equipment for the purpose of tutoring students for pay in a school administered program when approved by the Superintendent or Level Assistant Superintendent.
 - c. Approval for school-administered programs must be requested by the Principal.
 - d. Written requests must be submitted to the Level Assistant Superintendent thirty (30) days in advance and include the following information:
 - (1) Name of program;
 - (2) Purpose of program;
 - (3) Students to be served; and
 - (4) Funding of the program.
 - e. Approval for school-administered programs must be re-submitted annually.
 - f. Fiscal management must be administered by the school.
 - g. District employees may be employed for pay as instructors and/or supervisors in school-administered programs.
3. **District-Wide Programs:**
 - a. District-wide programs are those initiated at the Central Office level and approved by the Superintendent or Chief Leadership Officer.

- b. District employees may be employed for pay as instructors and/or supervisors in district-wide programs. District employees may also utilize school facilities, materials or equipment for the purpose of tutoring students for pay in an approved district-wide program.

C. SCHOOL SUPPORT ORGANIZATION PROGRAMS:

The term "private tutoring for pay" does not include activities performed by District employees engaged by school support organizations, as defined in Administrative Rule KG-R (Use of School Facilities) using school facilities for fundraising activities, provided the school support organization adheres to the following:

1. The use of school facilities by school support organizations for fundraising must be in compliance with Administrative Rule KG-R (Use of School Facilities).
2. Fiscal management must be administered by the sponsoring school support organization.
3. Compensation paid to employees by school support organizations must comply with the provisions of Administrative Rule GBRG-R (Non-School Employment).

Reclassified an Administrative Rule: 9/1/04

Revised: 10/26/06

Revised and recoded: 7/19/12 (Previously coded as Administrative Rule GCRD)

Revised: 7/25/16