

**ARKANSAS DIVISION OF ELEMENTARY AND SECONDARY EDUCATION
RULES GOVERNING THE ARKANSAS TUTORING CORPS**

Effective Date: May 2, 2022

1.00 REGULATORY AUTHORITY AND PURPOSE

- 1.01 These rules shall be known as the Arkansas Department of Education Division of Elementary and Secondary Education Rules Governing the Arkansas Tutoring Corps.
- 1.02 These rules are enacted pursuant to the Arkansas State Board of Education's authority under Ark. Code Ann. §§ 6-11-105, 25-15-201 *et. seq.*, and Ark. Code Ann. § 6-15-3104.
- 1.03 The purpose of these rules is to establish the requirements and processes governing the Arkansas Tutoring Corps.

2.00 LEGISLATIVE INTENT

- 2.01 It is the intent of the Arkansas General Assembly to address learning loss by providing readily accessible tutors to Arkansas students preparing to enter kindergarten through grade six (K-6).

3.00 TUTORING PROGRAM

- 3.01 The Division of Elementary and Secondary Education shall oversee the establishment of the Arkansas Tutoring Corps.
- 3.02 The Division shall identify a curriculum aligned with Arkansas academic standards and developed to support children in the content areas of math and literacy.
- 3.03 The program shall be administered in collaboration with the state's Education Renewal Zones (ERZ)s.
- 3.04 The ERZs shall:
 - 3.04.1 Conduct needs assessments to determine the number of tutors needed in each area or ERZ;
 - 3.04.2 Ensure that tutoring services are prioritized for students in rural areas and other underserved students;

- 3.04.3 Actively recruit individuals to become tutors. These individuals may be, but are not limited to, the following:
 - 3.04.3.1 Individuals enrolled in a teacher preparation program;
 - 3.04.3.2 Retired teachers;
 - 3.04.3.3 Teachers who are currently certified;
 - 3.04.3.4 College students; and/or
 - 3.04.3.5 AmeriCorps members or volunteers.
- 3.04.4 Assist in securing tutoring assignments;
- 3.04.5 Provide training modules for tutors;
- 3.04.6 Provide ongoing support for tutors;
- 3.04.7 Keep ongoing documentation of hours worked by:
 - 3.04.7.1 A tutor in a public school.
 - 3.04.7.2 A tutor in a private school.
 - 3.04.7.3 A tutor in a community or faith-based program or residential facility.
 - 3.04.7.4 Community service volunteer approved by the ERZ or the Division.
- 3.04.8 Maintain a database of tutoring candidates to monitor progress for tutors completing initial certification and maintaining certification;
- 3.04.9 Maintain a database of school district feedback regarding the effect of tutoring on student progress; and
- 3.04.10 Create and maintain a network of approved Arkansas tutoring sites to link to qualified tutors.
- 3.05 The Division shall monitor the effectiveness of the program annually.
- 3.06 Continuation of the Arkansas Tutoring Corps program shall be contingent upon available funding.

4.00 THE ARKANSAS TUTORING CORPS

- 4.01 To become a certified member of the Arkansas Tutoring Corps, a candidate must complete initial training and certification, which will be done in two phases.
- 4.02 In order to become an Arkansas Tutoring Corps qualified tutor, an individual must meet the requirements of Phase I of the program, which include:
- 4.02.1 Completion and approval of Arkansas Tutoring Corps application;
 - 4.02.2 Successful completion of background checks, including: an Arkansas Child Maltreatment Central Registry Background Check and an Arkansas State Police/FBI background check, which must include the taking of fingerprints.
 - 4.02.2.1 Background check must be completed within twelve (12) months prior to application or before being approved as a “qualified tutor”;
 - 4.02.2.2 No waivers will be granted via the Arkansas Tutoring Corps program for a disqualifying offense; and
 - 4.02.2.3 Approved tutors are required to notify the Division of Elementary and Secondary Education of subsequent conviction(s) of disqualifying offenses or true finding(s) and placement on Child Maltreatment Central Registry.
 - 4.02.3 Completion of initial Arkansas Tutoring Corps training that prepares candidates to effectively utilize the identified curriculum chosen by the Division.
- 4.03 Upon completion of Phase I, candidates become a qualified tutor. A qualified tutor may contract with approved tutoring sites to provide tutoring services for students as part of the Arkansas Tutoring Corps. A qualified tutor may be compensated for tutoring services in addition to any compensation received as part of this program.
- 4.04 In order for a qualified tutor to be recognized as an Arkansas Tutoring Corps Certified Member, a tutor must complete Phase II of the program, which includes:
- 4.04.1 Completion of five (5) prescribed Professional Learning Modules;
 - 4.04.2 With support of the ERZ, secure a tutoring assignment(s) with one or

- more approved tutoring sites; and
- 4.04.3 Documentation of a total of at least 175 hours of tutoring at one or more approved, qualified tutoring sites, which include:
 - 4.04.3.1 A public school or open-enrollment public charter school located within Arkansas;
 - 4.04.3.2 An education service cooperative;
 - 4.04.3.3 An institution of higher education located within Arkansas; or
 - 4.04.3.4 A community facility that meets the requirements established by the division.
- 4.05 To maintain status as an Arkansas Tutoring Corps Certified Member, a tutor must annually:
 - 4.05.1 Participate in the renewal process, which includes additional training developed and specified by the program; and
 - 4.05.2 Continue tutoring at approved tutoring sites;
 - 4.05.3 Document at least a total of 175 hours of tutoring at an approved, qualified tutoring site annually.
- 4.06 The Arkansas Tutoring Corps program runs from September 1 through August 31 each year. Arkansas Tutoring Corps certified members will have priority placement in tutoring sites and an expedited renewal process.