



**Contact:** Mrs. Katy Lee

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### **What is the Layton Christian Academy Learning Lab?**

The Layton Christian Academy Learning Lab offers tutoring services for students who need extra help, and those who require tutoring to address their IEP or Learning Goals.

### **Who can participate in this program?**

Students who participate in this program are on a current IEP (Individualized Education Plan)/Learning Goals Plan or have been identified as having a learning challenge and would benefit from individualized or small group assistance in academics and/or improving English as a second language. Ultimately, this program is for any student who may need extra help to understand subject area content.

### **How it works:**

Tutoring time is organized through a team effort involving a student's parent(s), teacher(s), and the Director of Academic Services. Together, they will determine how to best meet the needs of a student and develop a course of action to help them achieve more academic progress and success.

### **Students on an IEP or a Learning Goals Plan are required to participate in tutoring services to work on their individualized goals in the areas of:**

- Reading
- Writing
- Math
- Speech/Language

Students who are not on a plan may also participate in tutoring services to address struggles or specific goals in a specified subject area(s).

### **Tutoring Services Action Plan**

- Students who receive tutoring services in one or more of these areas will have a yearly action plan to address their identified needs or goals.
- Based on a student's current plan, the Director of Academic Services will provide a recommendation for the time and frequency the student should be scheduled for weekly tutoring services.
- If a child is not on a plan, the Director of Academic Services, teacher(s) and parent(s) will discuss the areas of concern and determine how much time is recommended for tutoring.
  - For example: A student may be recommended to be seen for 40 minutes of tutoring, 4 days a week for a total of 160 weekly minutes.
- It may be the recommendation of the Director of Academic Services to schedule a student as a part of a tutoring small-group. This may be done to allow a student to work within a group of peers, which can be beneficial in the learning process.
- A student's Learning Goals Plan will be reviewed each academic quarter to assess student progress. If it is determined the student needs additional or a decrease in tutoring time, an adjustment recommendation will be communicated to the student's parent(s).



### Tutoring Services Fee Schedule

The Director of Academic Services has determined that your child needs weekly tutoring services. The fee for tutoring services **is in addition to** the regular tuition and fees for enrollment at LCA.

The fee schedule for the **2024-2025** academic year is below. Place an check on the line next to the number of minutes per week you would like your student to receive tutoring services.

- 40 minutes per week @ \$35 per week
- 60 minutes per week @ \$40 per week
- 80 minutes per week @ \$50 per week
- 120 minutes per week @ \$60 per week
- 160 minutes per week @ \$70 per week

### Tutoring Services Agreement

I/We understand and agree to the terms of the tutoring services agreement for my/our child,

who is in grade .

It is understood that fees incurred for tutoring services are in addition to regular tuition and registration fees of Layton Christian Academy. It is also understood LCA tutoring services are not a public-school Special Education program.

I/We have chosen                    minutes per week in the amount of \$                    weekly for each remaining week of the 2024-2025 school year and all fees will be added to our FACTS Management account.

I/We understand that if I/we choose to un-enroll a child from the Learning Lab tutoring services, the LCA Accounting Office must be contacted before the first school day of the month, in writing.

Parent Name

Director of Academic Services Name

Email for Updates

Signature

Parent Signature

Date

Date

**PLEASE SUBMIT YOUR COMPLETED FORM HERE**

**Upload Here**

Once the Director of Academic Services countersigns this agreement, a copy will be emailed back to you, tutoring sessions will begin, and accounting will apply the service fees to your child's FACTS Management account.