



Frequently Asked Questions

1. What is ASAP Tutoring?

- The Academic Support and Achievement Program (ASAP) provides targeted, intensive academic support to identified, high-need foster and probation youth through one-on-one or small group afterschool tutoring by LAUSD teachers and/or counselors. ASAP was established in 2015 as a result of the reorganization of the former Neglected, Delinquent, and/or At-Risk Youth Program.

2. Is the ASAP tutoring virtual?

- Yes, ASAP tutoring is currently virtual/online as in-person tutoring is not an option at this time. Pre-COVID, tutoring occurred at students' school of attendance, short term residential therapeutic program (STRTP, formerly known as group home), or foster home. Post-COVID, tutors will have the option to continue virtually, provide in-person tutoring, or implement a hybrid model based on students' needs.

3. When is tutoring provided?

- ASAP is an after-school tutoring program. Tutors may only provide tutoring services after completion of LAUSD contracted hours. (Example: if contracted hours are 8:00-4:30 p.m., then tutor may start at 4:30 p.m.).

4. How many hours do ASAP tutors work per week?

- The minimum commitment is 4 hours per week. The maximum hours a tutor may work is 10 hours per week. No weekend or holiday tutoring is permitted.

5. How many hours of tutoring do the students receive?

- Each student/tutee may receive a maximum of 5 hours per week of tutoring services. However, some students may only want/need 1 hour per week of tutoring or want/need 3 hours per week of tutoring, etc. depending on their individual situation. Although students can receive a maximum of 5 hours per week of tutoring, it is not required.

6. What time of the day is tutoring provided?

- Tutoring may only be provided after school between the hours of 3pm - 8pm for TK-5th grade, and 3pm - 9pm for 6th-12th grade. There may be some exceptions on "Unassigned Days".

7. What is the duration of tutoring?

- Students may receive ASAP tutoring services for the entire school year. Each tutoring referral is closed at the end of the school year and students must be referred again the following school year if services are still needed and student still qualifies. Tutor positions are also limited to one school year and must be renewed every school year.

8. How many students can I tutor?

- Student tutees assignments may vary from two to six students. The maximum tutee allocation is typically six students. Exceptions may be made if there are multiple students

residing in the same STRTP and/or foster home and tutor is available to service all of students in the identified placement.

9. What documentation is required?

- Each tutor session must be documented using the Welligent.com platform on a weekly basis and include details about the instruction provided during tutoring.
- Each tutor must develop an Individual Student Plan (ISP) for each student that outlines the content/material that the tutor and student will focus on during their sessions. The ISP is developed at the start of tutoring period and revised as needed based on student's changing needs.

10. Is there an ASAP curriculum?

- No, there is no ASAP curriculum. Tutors use their own materials and plan their own lessons based on students' academic needs and grade level expectations. Tutors may refer to and use students' classroom textbooks to assist students with classwork/homework and test preparation.

11. How is student progress monitored?

- The Wide Range Achievement Test -5 (WRAT5) must be administered as a pre-test within the first two to three tutoring sessions with a new student; and as a post-test every 60 days after the date the pre-test was completed. Scores to be submitted to ASAP mailbox.

12. How are tutor referrals processed?

- Referrals for tutoring are submitted to the ASAP program by Specialized Student Services/Title 1 counselors. The ASAP administrator matches students with tutors based on grade level and geographic location. Once a match is identified, the ASAP administrator emails the tutor with potential assignment. The tutor responds with a "yes" or "no" to the proposed assignment. If tutor accepts the assignment, the tutor is then added as the ASAP provider in student's Welligent record.

13. Which students qualify for ASAP tutoring?

- Students qualify for ASAP tutoring if they are residing in out-of-home placements (e.g., foster home, STRTP) and struggling academically.

14. Who may apply to work as an ASAP tutor?

- Current LAUSD employees may who possess a clear teaching credential or valid clear pupil personnel services credential with specialization in school social work, school counseling, or child welfare and attendance may apply to work as ASAP tutors.

15. Is there a separate paycheck for ASAP tutors?

- ASAP payment aligns with LAUSD certificated pay periods. Off-cycle payments may be generated for dates not covered on the regular cycle.

If you are interested in becoming an ASAP tutor, please see the instructions to apply on the ASAP website at: <https://achieve.lausd.net/Page/12895>. You may also email asap@lausd.net with questions.