



FINLEY SCHOOL DISTRICT #53

ALL KIDS ACHIEVING

224606 E Game Farm Rd, Kennewick WA 99337 509-586-3217 FAX 509-586-4408

Requirements for Paraeducators and Paraeducator Substitutes for the Finley School District,

There are 3 certification processes that are required for both substitute and permanent employment with the Finley School District, as a paraeducator. These certifications are also strongly recommended for temporary employment. They are as follows: 1) First Aid/CPR certification; 2) Completion of the 14 Competencies for Paraeducators in Washington State; and 3) acquired status as “Highly Qualified” according to the NCLB (No Child Left Behind) Law.

1. First Aid/CPR Certification:

There are trainings available in the Tri-Cities to receive this certification. American Red Cross and Occupational Training through KGH are a couple of local sources. There is a renewal training offered by the district once a school year, usually around the start of school. When the district offers the renewal training it is at no cost.

2. Washington State 14 Core Competencies for Paraeducators Certification:

Below is a list of the 14 competencies that were developed and recommended by OSPI and the legislature. These have been in effect for at least 5 years, and many training have been offered either by school districts and ESD 123.

There is a convenient way for you to complete Competencies #1-11, and #13.

It is by using an on-line training website that the Finley School District subscribes to:
paraeducator.com

The #12 and #14 Competencies must be taught by a registered nurse. Usually the ESD 123 offers this class once a year. You may call them to find out when that is at 547-8441. It is possible that the training for these two competencies could be offered in Finley School District, if there is enough demand.

Washington State Recommended Core Competencies:

To work in education and related services programs for children and youth with disabilities, paraeducators will demonstrate:

1. understanding the value of providing instructional and other direct services to all children and youth with disabilities;
2. understanding the roles and responsibilities of certificated/licensed staff and paraeducators;
3. knowledge of (a) patterns of human development and milestones typically achieved at different ages, and (b) risk factors that may prohibit or impede typical development;
4. ability to practice ethical and professional standards of conduct, including the requirements of confidentiality;
5. ability to communicate with colleagues, follow instructions, and use problem solving and other skills that will enable the paraeducator to work as an effective member of the instructional team;
6. ability to provide positive behavioral support and management;
7. knowledge of the legal issues related to the education of children and youth with disabilities and their families;
8. awareness of diversity among the children, youth, families and colleagues with whom they work;



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9. knowledge and application of the elements of effective instruction to assist teaching and learning as developed by the certificated/licensed staff in a variety of settings;
10. ability to utilize appropriate strategies and techniques to provide instructional support in teaching and learning as developed by the certificated/licensed staff;
11. ability to motivate and assist children and youth;
12. knowledge of and ability to follow health, safety and emergency procedures of the agency where they are employed;
13. awareness of the ways in which technology can assist teaching and learning;
and
14. awareness of personal care and/or health related support.

3. Certification as “Highly Qualified Paraeducator”, according to the NCLB Law:

There are 4 ways that a paraeducator can become certified as “Highly Qualified.”

1. Hold a B.S. or A.A. degree. Provide the district with official transcripts from the college where the degree was earned.
2. Have completed 74 college quarter credits (no time limit). Provide the district with official transcripts from the college/s at which you earned credit.
3. Complete a Portfolio Assessment of All Related Life Experiences. This option is very complex, and must follow strict guidelines set up by OSPI at the state level. If you are interested in pursuing this option, be advised it can take from 3 months to a year to complete. State guidebooks for this process are available at the district office through the personnel office.
4. Take and Pass the Education Testing Service (ETS) ParaPro Assessment with a minimum score of 460. (*This is the most frequently used option by staff for obtaining the certification*). This test covers basic reading, writing, and math skills. It can be taken at the district office on the computer. 2 ½ hrs. are allowed for the test.

Additional Information: Upon approval/hire as a substitute paraeducator, you will be given further instructions for completing a fingerprint and background check through the Washington State Patrol, as required by law for staff with regular access to children.

It is important to note, that in some unusual cases, a paraeducator may have been hired without all the above certifications in place. This may happen if a special program or student need exists, such as a required bilingual employee, or an employee specially trained to work with a medically fragile child. However, the hiring is done with the understanding that the employee will start work on the 3 required certifications, show steady progress, and complete them within 90 days of employment