



## **Paraprofessional Staff Development**

► **State & National Resources**



*Compiled by:*

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*With contributions from representatives of:*

- Local Administrators of Special Education
- Missouri Association of Paraprofessionals in Education
- Special Education Effective Practices in the Missouri Department of Elementary and Secondary Education

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*Please contact CISE to borrow library resources listed in this document or to comment on this list.*



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## ● ● ● ● ● ● ● **Special Education Process and Information**

### *CISE Resources*

#### **Resource Material**

- LP 1006 Minnesota paraprofessional resources (1999)
- LP 1073.03 Special needs learners: A guide for paraeducators (1992)

#### **Group Training Material (Trainer Prompts, Handouts, Overheads, etc.)**

- LP 575 Training program for para-professionals working in special education and related services (1990)
- LP 1306.01 Education of students with disabilities: Goals and implications (video/manuals) (2001)
- LP 1306.02 Paraeducator's role in the educational workforce (2001)

### *Online Resources*

#### **Paraeducator Resource and Learning Center (PRLC)**

(Vermont independent study online courses)

[www.uvm.edu/~uapvt/prlc/about.html](http://www.uvm.edu/~uapvt/prlc/about.html)

- Unit 4: Characteristics of Children & Youth with Various Disabilities

#### **Project PARA: Paraeducator Self-Study Program**

<http://para.unl.edu/para/TrainingIntro.html>

- Unit 2: Ethical Issues for Paraeducators
- Unit 8: A Guide to Special Education Programs and Procedures

### *Agencies/Activities/ Events*

#### **DESE Special Education Compliance Section Resources**

<http://dese.mo.gov/divspeced/Compliance/>

This web site has links to the laws and regulations governing special education. It also outlines the educational process, guidance and complaint system.

## ● ● ● ● ● ● ● **Collaboration and Teaming**

### *CISE Resources*

#### **Resource Material**

- LP 1073.02 Collaboration and teaming: A guide for para-educators and the teacher (1992)
- LP 3290 Working together for successful paraeducator services (2002)
- LP 3383 Guide to schoolwide planning for paraeducator support (2001)

#### **Group Training Material**

- LP 930 Building team pride: Teachers and paraprofessionals working together (1995)
- LP 1306.03 Strengthening interpersonal communication skills (2001)
- LP 1906.03 Working with other adults in the inclusive classroom (1996)



## Online Resources

### **Paraeducator Resource and Learning Center (PRLC)** (Vermont online independent study courses)

[www.uvm.edu/~cdci/prlc/](http://www.uvm.edu/~cdci/prlc/)

- Unit 1: Collaborative Teamwork
- Unit 5: Roles and Responsibilities for Paraeducators and Other Team Members

### **Project PARA: Paraeducator Self-Study Program**

<http://para.unl.edu/para/TrainingIntro.html>

- Unit 7: Effective Communication with Students, Teachers and Other Paraprofessionals

## Agencies/Activities/ Events

### **STARR teachers from the Heart of Missouri RPDCs**

[www.coe.missouri.edu/~rpdc/starr.shtml](http://www.coe.missouri.edu/~rpdc/starr.shtml)

Training Topics:

- Cooperative Learning
- Multiple Intelligences
- Brain-based Instructional Strategies
- MAP/Authentic Instruction
- Classroom Management/Discipline Strategies/Conflict Resolution
- Academic Subject Area Instruction

## ● ● ● ● ● ● ● **Classroom Strategies**

## CISE Resources

### **Resource Material**

- LP 1073.04 Behavior management: A guide for para-educators (1992)
- LP 1073.05 Observation: A guide for para-educators (1992)
- LP 1073.06 Effective instruction: A guide for para-educators (1992)
- LP 1787 Learning to listen: Positive approaches and people with difficult behavior (1996)
- LP2870 A paraprofessional's handbook for working with students who are visually impaired (1997)

### **Group Training Material**

- LP 766 Guidelines for tutoring in the classroom (1994)
- LP 1186.01 Core curriculum and training program to prepare para-educators to work in inclusive classrooms serving school age students with disabilities (2000)
- LP 1306.04 Strengthening behavior (video/manuals) (1993)
- LP 1306.05 Strengthening skills with effective instruction (1993)
- LP 1610 The effective educator: A training program for paraeducators (1995)
- LP 1758.04 Positive behavior strategies for paraprofessionals (1999)
- LP 1906.02 Working with students in the inclusive classroom (1996)



# Paraprofessional Staff Development: State & National Resources

## *Online Resources*

### **Paraeducator Training Project, University of Vermont**

[www.uvm.edu/~uapvt/paraprep/course.html](http://www.uvm.edu/~uapvt/paraprep/course.html)

- *Mini-course for Paraeducators: Supporting Students with Challenging Behaviors* (Downloadable group training materials and ideas from Vermont)
- *Implementing and Monitoring Teacher-Planned Instruction* (Training and practicum materials available online from Vermont) – under construction

### **Paraeducator Resource and Learning Center (PRLC)**

(Vermont online independent study courses)

[www.uvm.edu/~cdci/prlc/](http://www.uvm.edu/~cdci/prlc/)

- Unit 2: Inclusive Education
- Unit 6: Implementing Teacher-planned Instruction

### **Project PARA: Paraeducator Self-Study Program**

<http://para.unl.edu/para/TrainingIntro.html>

- Unit 3: Organization and Management of the Classroom
- Unit 4: Developing Instructional Skills
- Unit 5: Behavior Management
- Unit 6: Observing and Recording Student Performance

## *Agencies/Activities/ Events*

### **STARR teachers from the Heart of Missouri RPDCs**

[www.coe.missouri.edu/~rpd/starr.shtml](http://www.coe.missouri.edu/~rpd/starr.shtml)

Training Topics

- Cooperative Learning
- Multiple Intelligences
- Brain-based Instructional Strategies
- MAP/Authentic Instruction
- Classroom Management/Discipline Strategies/Conflict Resolution
- Academic Subject Area Instruction



## ● ● ● ● ● ● ● ● ● ● **General Orientation**

### *CISE Resources*

#### **Resource Material**

- LP 1006 Minnesota paraprofessional resources (1999)
- LP 1236 Piecing together the paraprofessional puzzle (1994)
- LP 2753 Strengthening and supporting teacher/provider-paraeducator teams: Guidelines for para-educator roles, supervision, and preparation, (1999)
- LP 3030 Paraprofessional mentor program (1998)

#### **Group Training Material** (Trainer Prompts, Handouts, Overheads, etc.)

- LP 575 Training program for paraprofessionals working in special education and related services (1990)
- LP 1186.01 Core curriculum and training program to prepare paraeducators to work in inclusive classrooms serving school age students with disabilities (2000)
- LP 1186.02 Core Curriculum and training program to prepare paraeducators to work in center and home based programs for young children with disabilities from birth to age five (2002)
- LP 1186.03 Core curriculum and training program to prepare paraeducators to work in transitional services and supported employment programs (1999)
- LP1186.04 Core curriculum and training program to prepare paraeducators to work with learners who have limited English proficiency (1998)
- LP 1306.01 Education of students with disabilities: Goals and implications (1993)
- LP 1306.02 Working as a para-educator (1993)
- LP 1758.01 The paraprofessional: An introduction (1999)
- LP 1758.02 Providing cross-cultural support services to individuals with disabilities and their families (1999)
- LP 1801 Before the bell rings: What every paraeducator should know (1995)
- LP 1906.01 Where do I start? (1996)
- LP 1926 The paraprofessional's guide to the inclusive classroom: Working as a team (2001)

### *Online Resources*

#### **Project PARA: Paraeducator Self-Study Program**

<http://para.unl.edu/para/TrainingIntro.html>

- Unit 1: Roles and Responsibilities of Paraeducators
- Unit 2: Ethical Issues for Paraeducators

#### **Minnesota Paraprofessional Consortium**

<http://ici2.umn.edu/para/>

This consortium provides guidance on activities designed to support and enhance Minnesota's paraprofessional workforce. The site includes resources, news, and activities that assist paraprofessionals in their work. The Para e-Link provides online training for paraprofessionals to improve and enhance their skills in the nine core competency areas established by the consortium. A PowerPoint tour of this program can be watched to learn more about training provided.



## **National Resource Center for Paraprofessionals (NRCPC)**

[www.nrcpara.org](http://www.nrcpara.org)

This web site has a resource section on paraprofessional's roles and responsibilities, training, career development, and research, as well as links to other paraprofessional web sites.

### *Agencies/Activities/ Events*

#### **STARR teachers from the Heart of Missouri RPDCs**

[www.coe.missouri.edu/~rpdc/starr.shtml](http://www.coe.missouri.edu/~rpdc/starr.shtml)

Training Topics

- Mentoring

## ● ● ● ● ● ● ● **Teacher Supervision**

### *CISE Resources*

#### **Resource Material**

- |            |   |
|------------|---|
| LP 930     | Building team pride: Teachers and paraprofessionals working together (1995)   |
| LP 1073.07 | Para-educators in the schools: A guide for school administrators (1992)   |
| LP 1073.01 | Issues, roles and responsibilities: A guide for the teacher and paraeducator (1992)   |
| LP 1831    | Report of the Consortium of Organizations on the Preparation and Use of Speech-Language Paraprofessionals in Early Intervention and Education Settings (1997) |
| LP 2100    | Guide for effective paraeducator practices in Iowa (1998)   |
| LP 2753    | Strengthening and supporting teacher/provider-paraeducator teams: Guidelines for paraeducator roles, supervision and preparation (1999)                       |
| LP 2941    | A teacher's guide to working with paraeducators and other classroom aides (2001)  |

#### **Group Training Material (Trainer Prompts, Handouts, Overheads, Etc.)**

- |         |   |
|---------|---|
| LP 765  | Teacher's role in supervising paraeducators in the classroom (1994) |
| LP 2054 | Colleagues in the classroom (1998)                                  |

### *Online Resources*

#### **Paraeducator Training Project, University of Vermont**

[www.uvm.edu/~uapvt/paraprep/course.html](http://www.uvm.edu/~uapvt/paraprep/course.html)

- *Mini-course for Paraeducators: Supporting Students with Challenging Behaviors* (Downloadable group training materials and ideas from Vermont)

#### **Project PARA: Paraeducator Self-Study Program**

<http://para.unl.edu/para/TrainingIntro.html>

#### **Supervisors of Paraeducators Self Study Program** (Nebraska online training program)

[www.para.unl.edu](http://www.para.unl.edu)



## ● ● ● ● ● ● ● Transition

### *CISE Resources*

#### **Group Training Material (Trainer Prompts, Handouts, Overheads, Etc.)**

- LP 1758.07 Transition: The role of the paraprofessional (1999)
- LP 1186.03 A core curriculum and training program to prepare paras to work in transitional services and supported employment programs (1999)

### *Agencies/Activities/Events*

#### **Business/Education Expectations: School-to-Career Partnership**

[www.schoolfunding.info/states/ks/adv\\_ks.php3](http://www.schoolfunding.info/states/ks/adv_ks.php3)

The School-to-Career Partnership is a bi-state regional effort of Greater Kansas City designed to help students explore careers and acquire the skills, knowledge and attitudes to succeed in a rapidly changing world. It provides resources and services for the school-to-career initiative, such as professional development for educators, training and technical assistance for employers, funding for innovative teaching practices, and research and development.

#### **Clearinghouse on Adult, Career, and Vocational Education (ACVE)**

<http://cete.org/acve>

This link from the web site of the Center on Education and Training For Employment at Ohio State University allows access to the full-text, online publications of the former ERIC Clearinghouse on Adult, Career, and Vocational Education.

#### **University of Minnesota Institute on Community Integration**

<http://ici.umn.edu>

The Institute on Community Integration is a federally designated University Center for Excellence in Developmental Disabilities (UCEDD). It provides services and social supports to individuals with disabilities and their families through research, professional training, technical assistance, and publishing activities.

## ● ● ● ● ● ● ● Early Childhood

### *CISE Resources*

#### **Resource Material**

- LP 803 Positioning for infants and young children with motor problems (1988)
- LP 1246.22 Positioning, turning and transferring (1995)
- LP 1294 Beyond the sandbox: Teaching assistants in early childhood education (1993)
- LP 2098 Kids included through technology are enriched (1997)

#### **Group Training Material (Trainer Prompts, Handouts, Overheads, Etc.)**

- LP 1015.01 The caring environment (1992)
- LP 1015.13 Pathways of development (1992)
- LP 1186.02 Core curriculum and training program to prepare para-educators to work in center and home based programs for young children with disabilities from birth to age five (1993)
- LP 1758.05 Early childhood: The role of the paraprofessional (1999)





- LP 2725.01 Standards and you (Rev. 3/1999)
- LP2725.02 Basic care giving (Rev. 3/1999)

## *Online Resources*

### **Division for Early Childhood of the Council for Exceptional Children**

<http://www.dec-sped.org>

This nonprofit organization advocates for individuals who work with children with special needs, birth through age eight, and their families. Founded in 1973, the Division is dedicated to promoting policies and practices that support families and enhance the optimal development of children.

## *Agencies/Activities/Events*

### **National Association for the Education of Young Children**

[www.naeyc.org](http://www.naeyc.org)

NAEYC is the nation's largest organization of early childhood educators and others dedicated to improving the quality of programs for children from birth through third grade. It has publications that improve professional preparation and training through journals, books, brochures, videotapes, and other resources in the early childhood field.

## ● ● ● ● ● ● ● **Personal Care/Low Incidence Disabilities**

## *CISE Resources*

### **Resource Material**

- LP 2870 Paraprofessional's handbook for working with students who are visually impaired (1997)

### **Group Training Material (Trainer Prompts, Handouts, Overheads, Etc.)**

- LP 1758.06 Working with individuals who are medically fragile or have physical disabilities (1995)

## *Online Resources*

### **Supporting Students with Low Incidence Severe Disabilities** (Vermont training and practicum material available online)

[www.uvm.edu/~uapvt/paraprep/lowinci.html](http://www.uvm.edu/~uapvt/paraprep/lowinci.html)

## *Agencies/Activities/Events*

### **Missouri School for the Deaf, Resource Center on Deafness**

<http://red.msdc.k12.mo.us/>

The Resource Center on Deafness (RCD) at the Missouri School for the Deaf in Fulton, Missouri, serves as an information source for teachers, principals, and special education directors who work with deaf and hard-of-hearing children and their families. The Center provides many services, all at no cost, to parents or school districts.

### **Missouri School for the Blind Outreach Services**

[www.msb.k12.mo.us](http://www.msb.k12.mo.us)

Missouri School for the Blind, upon request, provides outreach services to public, private and parochial schools in Missouri. These services include functional vision assessments, orientation and mobility assessments, braille assessments, and a consultation program.



### **State Schools for the Severely Handicapped**

<http://dese.mo.gov/divspeced/stateschools/>

The State Schools for Severely Handicapped is a statewide public school system serving Missouri students with severe disabilities ages 5 through 21.

## ● ● ● ● ● ● **NCLB Requirements for Paraprofessionals**

### *Online Resources*

#### **Qualification for Paraprofessionals**

<http://dese.mo.gov/divimprove/fedprog/instrucimprov/qualpara.html>

Paraprofessionals hired after 1/08/02 and working in a Title I, Part A program must meet certain educational qualifications.

#### **Special Education Listserv**

<http://dese.mo.gov/divspeced/Administration/ListServPostings/LS10.20.03.html>

Special education paraprofessionals must meet requirements set forth under the federal legislation No Child Left Behind.

#### **NCLB—Summary of Program Changes**

<http://dese.mo.gov/divimprove/nclb/nclbcompanion.pdf#page=5>

This is a companion document to the Administrative Manual for the Consolidated Federal Programs. It serves as an informational tool that relates the impact of the law on the programs administered by the Federal Grants Management Section at the Missouri Department of Elementary and Secondary Education.

#### **Title 1: Paraprofessionals Non-Regulatory Guidance, March 1, 2004**

[www.ed.gov/policy/elsec/guid/paraguidance.pdf](http://www.ed.gov/policy/elsec/guid/paraguidance.pdf)

This document addresses requirements for paraprofessionals set forth in the No Child Left Behind Act.