

The mission of the Paraprofessional Consortium is to promote training and support for paraprofessionals leading to improved outcomes for children, youth and families.

**Paraprofessional Consortium
December 19, 2002
Salt Lake Community College
Meeting Minutes**

Next Meeting Date:

January 22, 2003 State Office of Education 1:00-3:00

Attending the meeting:

John Latkiewicz, George Miller, Jim Madsen, Judy Stanfield, Dale Smith (Salt Lake Community College), Bryan Sprague, Elizabeth Jensen, Marilyn Likins, Ginny Wimmer, Carol Harrington, Jan Pace, Cynthia Burchett, Pamela Hallam (representing Alpine School District), Bruce Schroeder, Diana Fillmore, Marshall Garrett.

Meeting Notes:

Report from Standards Sub Committee - (Marshall Garrett, Diana Filmore, Marilyn Likins) Also see powerpoint "standards" presentation attachment

- The subcommittee looked at work done in the past by the national organization (NRCP) and other states (Rhode Island & Minnesota) in addition to past work done in Utah.
- The following general standards were approved by the consortium:
 - **Demonstrate professionalism and ethical practices.**
Paraprofessionals have a working knowledge of responsibilities and job expectations. Ethical practices are the foundation of all interactions.
 - **Support instructional opportunities.**
Paraprofessionals assist and participate in the planning, implementation, and monitoring of learning experiences.
 - **Support a positive learning environment.**
Paraprofessionals have a working knowledge of the learning environment - physical, social, emotional, and behavioral.

- **Communicate effectively and participate in the team process.**
Paraprofessionals interact proactively with students, parents, community, and staff to enhance student outcomes.
- Concerns/feedback expressed by consortium members included:
 - The standards should be used as part of the assessment for existing paraeducators. Assessment tools (portfolio, paper and pencil tests, etc.) should correspond to the standards that are finally approved.
 - Will these be considered entry level standards or an expression of the ideal standards?
 - What can/should districts do to train to and/or support paraprofessionals so they can meet the standards?
 - Important to define which paraprofessionals these standards will apply to (instructional versus bus aides or assistants)
 - It is important to use the word "standards" as opposed to the word "guidelines."
 - Consider the addition of a new bullet under "Support a positive learning environment": Providing medical care and teaching self care needs.
 - It may be important to differentiate between essential and non-essential job functions.
 - Question arose about the need for detailed bullets under the general standards. John Latkiewicz said they were very necessary if training that follows the standards is to be developed.
- Sub committee was directed to:
 - Continue refining the standards in light of recommendations and pursue content for each area.
 - Ask for feedback from several sources including USOE staff not currently present, missing consortium members, (Jim Madsen will ask for time in the Jan. 21st meeting of Title I directors to present the standards as one way to receive feedback.)

The Portfolio subcommittee was not ready to present information at this time. They want more time to gather information.

PARAgraph funding

- Jill has applied for a grant through the USOE. Should know by end of January whether or not the grant was awarded.
- The Conference issue has been funded by Jill Morgan's supervisor, Judith Holt. Distribution and printing costs 6,000 copies has been approved.
- Jill suggested that a new editor would be appropriate. Carol Harrington offered to take over the job as editor.
- Multiple funding sources are being worked on.

Testing to comply with ESEA—George Miller

- Three assessments have been considered. Comments about the assessment from participants who looked at the assessments were given to those in attendance.
- George requested that we look at these comments and make a recommendation at the next meeting. He would like to know which assessment(s) the consortium feels would be appropriate to use.
- A sample ETS test can be found at www.usea.org
- We will write a position letter to submit to the State Office of Education. Marilyn, Bruce, George and Larry will draft a letter to review.