

Utilization of Paraprofessional Staff

1. A paraprofessional aide is an individual who is non-certified in the area in which they are assisting (even though he/she may be licensed or certified in another profession or a technical field) who assists a certified professional in a team approach to the performance of the certified professional's assigned program responsibilities. The paraprofessional provides services that are related to and support instruction and services to children, youth and families.
2. A paraprofessional or aide supplements an appropriately certified teacher in the teacher's performance of their instructional duties. The identification and diagnosis of learning activities, the assessment of learner achievement and progress, the prescription of personalized learning activities, and the direction and conduct of instructional activity (other than drill) rest only with the certified staff and cannot be delegated to a person employed as a paraprofessional or aide. In addition, any instructional programs that are part of the curriculum and are open to all students must be staffed with certified professional personnel.
3. Paraprofessionals may perform non-instructional duties, if directed by a certified professional or other supervisor. Examples include: monitoring cafeteria, study halls, playgrounds, homeroom or other non-instructional areas. A certified professional must be present with the paraprofessional.
4. Paraprofessional service does NOT qualify as service as a substitute, temporary professional employee or professional employee for purposes of tenure, professional status or permanent certification.
5. Nothing prevents the subsequent employment assignment of a correctly certified person, initially employed as a paraprofessional.
6. Federal law requires paraprofessionals employed in a Title I school-wide building or paid through Title I funds in a Title I program, must be highly qualified when employed to work with students in remedial reading, writing and mathematics. They may demonstrate they are highly qualified by:
 - a. An associate degree or at least 48 postsecondary education credits; or
 - b. The successful completion of a state or locally developed assessment in reading, writing and mathematics.
7. Paraprofessionals serving as health room aides or other non-professional school district employees shall not be directed to engage in health-related activities reserved exclusively for licensed professionals and controlled by the Nurse Practice Act or other medically related laws.