

Michigan Qualified Paraprofessionals Worksheet
How will I know if I am qualified?
ESEA/No Child Left Behind, Section 1119

I. The ESEA/NCLB requirements for paraprofessionals apply to me if:

I work as a paraprofessional in a Title I targeted assistance school

AND am paid with Title I funds?

Yes

No

I work as a paraprofessional in a building designated as Title I school-wide?

Yes

No

• **If YOU ANSWERED NO to BOTH of the above questions**, proceed no further. The requirements only apply to:

- Paraprofessionals who work in a Title I target assistance program and are paid with Title I funds.
- All paraprofessionals who work in a Title I school-wide program.

• **If YOU ANSWERED YES to EITHER of the above questions**, continue to the next question.

Do my duties ONLY include non-instructional support for students?

(such as a person who solely provides personal care services)

Yes

No

Do I work SOLELY as a bilingual translator for teachers who provide the instruction?

(I do NOT offer instructional support)

Yes

No

Do I work as a home-school liaison, with duties consisting SOLELY of parental involvement activities?

Yes

No

• **If YOU ANSWERED YES to any ONE of the above questions**, proceed no further. The requirements only apply to paraprofessionals with *instructional support duties*.

• **If YOU ANSWERED NO to ALL of the above questions**, continue to section II.

II. All paraprofessionals employed to provide instructional support in...

... a Title I targeted assistance school AND are paid with Title I funds,

OR

... in a building designated as Title I school-wide,

must meet ONE of the following:

Do I have an associate's (or higher) degree? Yes No

Do I have two years of study at an institution of higher education? Yes No

Two years of study means 15 semester hours per semester (requiring a total of 60 semester hours*) at a degree granting institution. This does not include privately owned schools. At this time MDE has not specified what classes or programs these credit hours must be in, and the credit may be earned at a combination of institutions.

*If you have a Child Development Associate (CDA) certificate, earned from a degree granting institution, those semester hours ARE applicable to the 60 semester hour requirement. You may wish to contact a state approved post-secondary institution to complete the remaining credit hours.

Do I have a passing score on one of the following state approved academic assessments? Yes No

- *WorkKeys® Reading for Information, Writing & Applied Mathematics*
- *Michigan Test for Teacher Certification (MTTC Basic Skills)*
- *ETS Parapro Assessment*

Do I have the 60 points required for the completion of the Michigan Paraprofessional Portfolio Assessment; the only approved local assessment process?

The Paraprofessional Portfolio must be developed in compliance with the Guidelines of the Michigan Paraprofessional Portfolio Assessment approved by the Michigan State Department of Education. Check with your local district for information/support to fulfill this assessment option.

• **If YOU ANSWERED NO to all of these questions,** then you **do not** meet the ESEA/NCLB requirements (Section 1119) for being a qualified instructional paraprofessional.

You must be able to answer **YES** with appropriate documentation to any one of the questions in Section II above by June, 2006 or your employment status may be impacted.

For additional information, go to www.mea.org/esea or www.michigan.gov/mde (select Educators, Professional Preparation, Current Updates, then Paraprofessionals and NCLB.)

• **If YOU ANSWERED YES to any one of the above questions,** you are a qualified paraprofessional.