



## Paraeducator Training Requirements 2023-2024

### Everett Association of Paraeducators (EAP) Collective Bargaining Agreement

[https://docushare.everett.k12.wa.us/docushare/dsweb/Get/Document-90001/Everett%20EAP%20CBA%2020210929%20\(2021-2023\).pdf](https://docushare.everett.k12.wa.us/docushare/dsweb/Get/Document-90001/Everett%20EAP%20CBA%2020210929%20(2021-2023).pdf)

Section 17.1: All paraeducators must meet the minimum employment requirements for paraeducators described in RCW 28A.413.040, in addition to any District employment required qualifications. To maintain employment, all paraeducators will be required to meet the training requirements, as outlined by the state, for the Fundamental Course of Study (FCS).

See the Professional Educator Standards Board (PESB) Paraeducator Certificate options at <https://www.pesb.wa.gov/paraeducator-certificate-program/certificate-options/> for detailed FCS information.

### Everett Public Schools Paraeducator Training Requirements

Unless noted, all trainings are located in Vector Solutions (*Safeschools*) online platform:

<https://everett-wa.safeschools.com/login>.

Trainings Required Upon Hire	Trainings Renewed Each Year by October 31	Other Trainings
New Hire Orientation (in-person)	Bullying: Recognition and Response	First Aid / CPR, renewed every 2 years (online, Frontline). Submit current Certificates to <a href="mailto:pd@everettsd.org">pd@everettsd.org</a> .
What Every Employee Must Be Told	McKinney-Vento Homeless Assistance Act	
Lifting	Health Emergencies Overview	Understanding Boundaries, renewed every 3 years.
HIV Bloodborne Pathogen		<i>Other as identified by supervisor</i>
District Handbook, Policies and Procedures		
Responding to Civil Rights Complaints in Everett Public Schools		

Need technology support? Contact the Help Desk at 425-385-4357 or email [pd@everettsd.org](mailto:pd@everettsd.org).

### 2023-2024 MANDATORY PARAEDUCATOR TRAINING DATES

- ✓ August 29, 2023 – 7.0 hours
- ✓ August 30, 2023 – 4.5 hours
- ✓ August 31, 2023 – 4.5 hours
- ✓ October 14, 2023 – 6.0 hours

**STATE PARAEDUCATOR FUNDAMENTAL COURSE OF STUDY (FCS) REQUIREMENTS 2023-24**

Districts may choose to provide more than the required training each school year.

☐ Paraeducators hired on or before September 1, 2023, must complete 14 hours of the FCS by September 30, 2023, and the full 28-hour FCS within 6 months of hire date.

☐ Paraeducators hired after September 1, 2023, must complete 14 hours of the FCS within 4 months of hire, and the full 28-hour FCS within 6 months of hire date, or by September 1, 2024, whichever is sooner.

**28-HOUR FUNDAMENTAL COURSE OF STUDY (FCS)**

<b>FCS Code</b>	<b>FCS Course Title</b>	<b>Hours</b>	<b>Delivery Method</b>
FCS03	Technology Basics	1	New Hire Orientation, In-Person Only
FCS05	District Orientation of Roles and Responsibilities	2	Asynchronous, pre-recorded in Canvas. (updated 9.01.23)
FCS02	Methods of Educational and Instructional Support	3	In-Person Only
FCS07	Behavior management strategies	1	In-Person Only
FCS10	Positive and Safe Learning Environment	2	In-Person Only
FCS01	Introduction to Cultural Identity and Diversity	3	Asynchronous, pre-recorded in Canvas. <i>In-person option also available in November &amp; March</i>
FCS06	Equity	2	Asynchronous, pre-recorded in Canvas <i>In-person option also available in November &amp; March</i>
FCS11	Communication Basics	1	Asynchronous, pre-recorded in Canvas <i>In-person option also available in November &amp; March</i>
WWDM	Paraeducators: What we do matters	13	Asynchronous, pre-recorded in Canvas

**FRONTLINE PROFESSIONAL GROWTH****Registration in Frontline Professional Growth required for all FCS classes.**

Frontline Professional Growth:

<https://app.frontlineeducation.com/select/>

**Using a district device:**

- Chrome browser
- Managed bookmarks
- Frontline for Employees

**Register for courses:**

- Activity Catalog
- Search by District Catalog or Calendar using the FCS course code
- Sign Up Now

**View completed courses:**

- My Info
- My Portfolio (all clock hours)