

Shoreline School District and Shoreline Educational Support Professionals Association
Memorandum of Understanding
Role of Paraeducators in Shoreline School District

Shoreline School District ("District") and Shoreline Educational Support Professionals Association ("SESPA") have reached the following agreement regarding the ROLE OF PARAEDUCATORS IN SHORELINE SCHOOL DISTRICT:

SESPA leadership and the District developed the following description of the role of Paraeducators to assist members, classroom teachers, and district administrators in understanding the essential attributes of this pivotal school support position. We agree:

Paraeducators are an integral part of the learning and teaching team. Paraeducators are employees who are assigned responsibilities that include providing instructional services to students while under the direct supervision of a teacher. Paraeducators may also provide non-instructional support for the classroom and educational setting.

"Working under the direct supervision of a teacher" is interpreted to mean:

- the teacher prepares the lesson and plans the instructional support activities the paraeducator carries out; and
- the teacher evaluates the achievement of the students with whom the paraprofessional is working, and
- the paraprofessional works in close and frequent proximity with the teacher.

Paraeducators may also be assigned responsibilities to:

- provide one-on-one or small group tutoring for eligible students, if the tutoring is scheduled at a time when a student would not otherwise be receiving instruction from a teacher; or
- perform classroom support functions such as correcting papers, organizing instructional and other materials; or
- assist with supervision of students or classroom management; or
- assist individual students based on their physical needs; or
- assist with maintaining a clean, healthy and safe classroom environment.

It is the expectation of SESPA and the District that paraeducators will be assigned duties and responsibilities in alignment with this agreement. Specific duties and responsibilities will be reflected in the job descriptions as posted. Should a question or concern arise, staff and administrators should contact Human Resources.

Agreed to August 14, 2015.

For SESPA

Barbara Havens

Barbara Havens, SESPA Co-President & Bargaining Chair

Lyn Sherry

Lyn Sherry, Uniserv Representative

For the District

Marla S. Miller

Marla S. Miller, Deputy Superintendent

Tam Osborne

Tam Osborne, Director of HR