

## Kentucky Paraeducator Program Frequently Asked Questions

**1. Q: What are the duties of a paraeducator?**

**A:** The Every Student Succeeds Act (ESSA) provides a complete list of the types of assignments a district can assign to a paraeducator in [Section 1119](#) (g) *DUTIES OF PARAPROFESSIONALS*. Some typical duties of paraeducators are providing one-on-one tutoring for eligible students, assisting with classroom management, acting as a translator, and conducting parent involvement activities.

**2. Q: What are the requirements to be a paraeducator?**

**A:** Paraeducators working in a program supported by Title I, Part A funds must have a secondary school diploma or its recognized equivalent. The additional qualifying educational requirement may be met by one of the following:

- Complete two years of study at an institution of higher education; or
- Hold an associate's degree (or higher); or
- Pass the Kentucky Paraeducator Assessment exam

**3. Q: What is the purpose of the Kentucky Paraeducator Assessment (KPA)?**

**A:** Paraeducators must be able to assist in instructing reading, writing, and mathematics. The KPA gives them the opportunity to demonstrate their knowledge and abilities in these areas.

**4. Who is required to take the Kentucky Paraeducator Assessment (KPA)?**

**A:** Applicants who do not hold an associate's degree (or higher) or have not completed two years of study at an institution of higher education must pass the KPA in order to become paraeducators. It is best practice to have all staff whose duties include instructional support take the paraeducator assessments.

**5. Q: What is a passing score on the KPA?**

**A:** In order to pass, 48 of the 60 questions must be answered correctly. All questions are multiple-choice or true/false. There are three sections of the assessment: Literacy, Mathematics, and Instructional Strategies (including Paraeducator Roles & Responsibilities).

**6. Q: How many times can the KPA be taken?**

**A:** The KPA Revised 2<sup>nd</sup> Edition of the Facilitator/Proctor Handbook, in the [Post-Assessment Training](#) section states: *If the test-taker does not pass the KPA on the first attempt, the may re-take the entire assessment two additional times (for a total of three). There may be reasons for which a district makes an exception and allows the test-taker to take the test more than three times. The reason must be documented at the local level.*

**7. Q: Are records maintained of individuals who have taken the KPA?**

**A:** All local Kentucky school districts and adult education centers are responsible for keeping track of the individuals who have taken and passed the exam, as records of who has taken the KPA are not maintained at Kentucky Department of Education (KDE) nor Educational Professional Standards Board (EPSB).

**8. Q: How should I prepare for the KPA?**

**A:** The [Kentucky Paraeducator Assessment study guide](#) is available for download and provides a comprehensive review of the material on the assessment. Depending on your location, there may be a KPA preparation class available at an adult education center near you. Contact your school district or local adult education center to find out more.

**9. Q: Where is the KPA administered?**

**A:** The local school district is responsible for administering the KPA. The assessment is typically administered at either the district office or a [local adult education center](#). Contact your local school district for information regarding testing times and locations. All school district contact information can be found in the [Kentucky Schools Directory](#).

**10. Q: How much does it cost to take the KPA?**

**A:** Any cost associated with the KPA depends on the district or adult education center administering the exam. The school district or education center will be able to provide this information.

**11. Q: Is the KPA a timed test?**

**A:** The test is not timed. However, the district or center may place consistent guidelines on time to complete the assessment.

**12. Q: Will I be able to use a calculator on the KPA?**

**A:** No, there is no undue assistance during the test. There is no talking, no calculator, no web browsing, no use of a phone, and no use of the Study Guide. Those taking the test are permitted blank paper and pencil/pen for scratch work.