

## **Kentucky Paraeducator Program Frequently Asked Questions**

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

**A:** Paraeducators provide instructional supports to students under the direct supervision of a certified teacher. 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 does it mean to be a paraeducator “working in a program supported by Title I, Part A funds”?**

**A:** A paraeducator working in a program supported with Title I, Part A funds as outlined in [34 CFR 200.58\(a\)\(3\)](#) includes:

- A paraeducator working in a targeted assistance school who is paid (fully or in-part) with Title I funds.
- All paraeducators working in schools operating schoolwide programs, regardless of the funding source(s) from which they are paid.
- Paraeducators employed by the district to provide instructional support to a public school teacher who provides equitable services to eligible private school students.

**3. Q: What are the requirements to be a paraeducator working in a program supported by Title I, Part A funds?**

**A:** The qualifications of paraeducators are outlined in [34 CFR 200.58](#). 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
- Meet a rigorous standard of quality, and demonstrate – through a formal state or local academic assessment – knowledge of, and the ability to assist in instructing, as appropriate –
  - Reading/language arts, writing and mathematics; or
  - Reading readiness, writing readiness and mathematics readiness.

**4. Q: Can college credit from outside the country be counted in meeting the additional qualifying educational requirement?**

**A:** Question B-23 of the [Non-Regulatory Guidance](#) provides the definition of an institution of higher education (IHE) which includes several characteristics such as being located in a State, being legally authorized within the state to provide a program of education beyond secondary education, being a public or non-profit institution, being accredited, and more. Based on the definition, the credits from a college/university in

another country would not count. However, the person might want to consult with an accredited IHE in Kentucky. If they were interested in pursuing additional coursework, the IHE might be able to work with them to determine whether some of their credits from their previous country could transfer over.

**5. Q: What is the state academic assessment used to meet the additional qualifying educational requirement in Kentucky?**

**A:** The Kentucky Paraeducator Assessment (KPA).

**6. Q: What is the purpose of the 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.

**7. Who is required to take the 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 work as paraeducators in a Title I school. It is best practice to have all staff whose duties include instructional support take the paraeducator assessments.

**8. 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).

**9. 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, they 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.*

**10. 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).

**11. 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.

**12. 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](#).

**13. 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.

**14. 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.

**15. 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.

**16. Q: Are reasonable accommodations allowed for individuals with disabilities when taking the KPA?**

**A:** Yes, reasonable accommodations as appropriate for individuals with disabilities may be offered by school districts. Providing a large print version of the test or allowing the test taker to take a break during the test are examples of reasonable accommodations. Please contact the Kentucky Department of Education (KDE) Title I, Part A Support and Improvement Branch at (502) 564-3791 with questions regarding reasonable accommodations for the KPA. Contact information is also available on KDE's [Paraeducator Requirements in Title I Schools webpage](#).

**17. Q: How does House Bill 32 signed into law on March 22, 2023 impact requirements for paraeducators working in a program supported with Title I funds?**

**A:** [House Bill 32](#) amends [KRS 161.011](#) to allow for the hiring of classified personnel without a high school diploma or equivalent if the district provides the employee the opportunity to obtain a high school equivalency diploma at no cost to the employee. It also allows licenses or credentials issued by a government entity to substitute for the requirement.

This does not negate the requirements for paraeducators working in a program supported with Title I funds outlined under 34 CFR 200.58. Additionally, section 1111(g)(2)(J) of the Every Student Succeeds Act requires all teachers and paraprofessionals working in a program supported with Title I funds meet applicable state certification and licensure requirements.