

OREGON DEPARTMENT OF EDUCATION

DIVISION 37

EDUCATIONAL ASSISTANTS

This division applies to all educational assistants including those who work in general education, special education, Title I, Part A of the federal Elementary and Secondary Education Act, and Early Childhood/Early Childhood Special Education programs.

581-037-0005

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Definitions

(1) The terms "teacher" and "educational assistant" refer to persons defined as such in [ORS 342.120](#). The terms "paraprofessional" and "instructional aide" have the same meaning as "educational assistant".

(2) The term related service provider refers to a person registered, certified or licensed by the State of Oregon as qualified to provide a particular related service, defined as such in ORS 343.035, that requires State registration, certification or licensing.

(3) The terms Early Childhood Specialist and Early Childhood Supervisor refer to persons defined in OAR 581-015-2905 and 581-015-2910. (4) "Supervision" refers to supervision of educational assistants working in an instructional support capacity. To work under supervision means to perform work under the direction of teachers (or administrators, Early Childhood Specialists, or Supervisors or related service providers) identified as appropriately licensed. These teachers (or administrators, Early Childhood Specialists, or Supervisors or related service providers) must ~~prepare the lessons, plan the instructional support activities and evaluate the achievement of the students with whom the educational assistant is working.~~

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(2) "Supervision" refers to responsibility for and management of the program staff of which administrators, teachers and assistants are members.¶

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(5) The term "Title I, Part A (I-A)" refers to a supplemental federally funded program under the Elementary and Secondary Education Act.

(6) The term "Title I-A educational assistant" refers to educational assistants employed or contracted in:

(a) A Title I-A targeted assisted school and is paid in whole or in part with Title I, Part A funds; or

(b) A Title I-A school-wide program school; or

(c) A school district expending Title I, Part A funds to provide instructional support to a public school teacher who provides equitable services to eligible private school children.

Stat. Auth.: [ORS 342](#)

Stats. Implemented: [ORS 342.120](#); [ORS 343.041](#)

▼ Hist.: 1EB 118, f. 11-28-67, ef. 12-25-67; 1EB 131, f. 5-12-72, ef. 6-1-72; 1EB 227, f. & ef. 6-4-76; 1EB 15-1980, f. & ef. 6-9-80; EB 7-1990, f. & cert. ef. 1-26-90

Deleted: [ORS 343.120](#)

581-037-0006

Qualifications of Educational Assistants

(1) All educational assistants or others employed or contracted in that capacity must, (2) Have a high school diploma or the equivalent.

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(3) Be at least 18 years of age.

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(4) Have standards of moral character as required of teachers (OAR 584-005-0005), (5) Educational assistants providing translation services must have certification, knowledge of and the ability to provide accurate translations from a language other than English into English and from English into a language other than English.

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(6) Title 1-A educational assistants must have:

(a) Completed two years of study at an institution of higher education; or

(b) Obtained an Associate's (or higher) degree; or

(c) Met a rigorous standard of quality and demonstrate through a formal state, or local academic assessment or para-educator certificate program, knowledge of and the ability to assist in instructing:

(A) Reading, writing, and mathematics; or

(B) Reading readiness, writing readiness, and mathematics readiness, as appropriate.

Stat. Auth.: [ORS 342](#)

Stats. Implemented: [ORS 342.120](#)

▼ Hist.: 1EB 227, f. & ef. 6-4-76; 1EB 20-1980(Temp), f. & ef. 7-15-80; 1EB 5-1981, f. & ef. 2-12-81; EB 7-1990, f. & cert. ef. 1-26-90

Deleted: [ORS 343.120](#)

581-037-0015

Assignment and Direction and Supervision of Educational Assistants

(1) The educational assistant shall assist a teacher or Early Childhood Specialist or Supervisor or related service provider only in a supportive capacity. The role of the educational assistant is adaptable to many support tasks, and nothing in these rules should be interpreted as limiting assistants only to the performance of classroom duties. Educational assistant tasks may include but are not limited to:

(a) Instructional support -- Tasks performed by assistants to supplement students' basic instruction by offering students opportunities to practice and apply what they have learned, including social skills, life skills, and transition skills;

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(b) Clerical support -- Tasks such as preparing materials, duplicating and operating audiovisual equipment, which are primarily concerned with the physical arrangement of the learning environment; and

(c) Student control -- Duties such as supervision of students in school buildings, buses, and grounds including but not limited to lunch rooms, and playground areas, assisting with fire drills, monitoring students in hallways, etc.

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(d) Personal care;

(e) Translation or Parent/Family Involvement activities;

(f) Media center or computer laboratory support

(2) Any educational assistant assigned to instructional-related support activities shall work under the supervision of an appropriately licensed teacher (or administrator, Early Childhood Specialist specialist or supervisor; or related services provider). Supervision means:(a) The assigned teacher (or administrator, Early Childhood Specialist specialist or supervisor; or related services provider) plans the instructional support activities that the educational assistant carries out;

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(b) The assigned teacher (or administrator, Early Childhood Specialist specialist or supervisor; or related services provider) evaluates the achievement of the students with whom the educational assistant is working; and

(c) The assigned teacher (or administrator, Early Childhood Specialist specialist or supervisor; or related services provider) provides a supervision plan that includes regular monitoring of the educational assistant's effectiveness and access to assistance and consultation. (Not sure what this means,

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(3) Title I educational assistants must work in close and frequent proximity to the appropriately licensed teacher identified as "highly qualified" as defined by the federal Elementary and Secondary Education Act.

~~(4)~~ A plan of supervision for the educational assistant shall provide for:

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(a) Regular and frequent Access to assistance and consultation; and

(b) Regular monitoring of the educational assistant's performance to determine effectiveness of the assigned tasks and the effect on students and their families,

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Stat. Auth.: [ORS 342](#)

Stats. Implemented: [ORS 342.120](#),

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Hist.: 1EB 131, f. 5-19-72, ef. 6-1-72; 1EB 15-1980, f. & ef. 6-9-80; EB 7-1990, f. & cert. ef. 1-26-90

581-037-0025

Training of Educational Assistants

Districts employing educational assistants in any capacity shall provide or arrange for suitable training to prepare them to perform such functions as they may be assigned.

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Stat. Auth.: [ORS 342](#)

Stats. Implemented: [ORS 342.120](#)

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Hist.: 1EB 131, f. 5-19-72, ef. 6-1-72; EB 7-1990, f. & cert. ef. 1-26-90

~~(Repeal)~~

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The Oregon State Board of Education will require no certificate, diploma or other credential (except the prerequisite high school diploma or its equivalent) as a condition for employment as an educational assistant. ¶
Stat. Auth.: ORS 342
Stats. Implemented: ORS 343.120
Hist.: 1EB 131, f. 5-19-72, ef. 6-1-72; EB 7-1990, f. & cert. ef. 1-26-90 ¶