

*Children are not things to be molded, but people to be unfolded. Jess Lair*

**GRANDE PRAIRIE REGIONAL COLLEGE**

**DEPARTMENT OF HUMAN SERVICES**

**TEACHER ASSISTANT PROGRAM**

**TA 1234**

**THE ROLE OF THE PARAPROFESSIONAL IN THE CLASSROOM**

**FALL 2008:** September 5 to December 12, 2008

**CLASS:** Friday 10:00 to 11:50 a.m.

**LOCATION:** A314

**CREDITS:** 30 hours 2 credits

**INSTRUCTOR:** Dolly McArthur, M. Ed.

**OFFICE:** H210

**CONTACT:** Phone: 539-2787  
Email: dmcarthur@gprc.ab.ca

**OFFICE HOURS:** Mondays and Wednesdays 2:30 to 4:00 p.m. or by appointment.

**COURSE DESCRIPTION**

This course develops knowledge, skills and attitudes necessary for the paraprofessional to perform their roles and responsibilities as a member of an instructional team. Students are equipped to function effectively and professionally in a wide variety of educational settings from kindergarten through senior high school.

**CLASS FORMAT**

According to Edgar Dale from the University of Texas, we tend to remember 10% of what we read, 20% of what we hear, 30% of what we see, 50% of what we hear and see, 70% of what we say and 90% of what we both say and do. Therefore, **student participation is a vital part of this course.**

Students will be engaged in active learning, and classes will include a mixture of lecture, discussion, small group work, case studies, in-class assignments and audio-visual materials.

## **REQUIRED TEXT**

Alberta Teachers' Association. Teachers and Teachers' Assistants: Roles and Responsibilities. Edmonton, AB. <http://www.teachers.ab.ca>

Hammeken, Peggy. Inclusion an Essential Guide for the Paraprofessional. Minnetonka, MN.

**Note:** Additional required readings will be placed on reserve at the GPRC Library.

## **COURSE OBJECTIVES:**

The graduate will:

1. Demonstrate an understanding of, and describe the complexity of, the role of the educational assistant within the context of the classroom in relation to the teacher, students and other colleagues within the educational setting.
2. Demonstrate professional conduct based on ethical standards of educational practice.
3. Describe the knowledge, skills and values necessary for working with students with varying abilities and cultural diversity.
4. Demonstrate personal accountability when working independently or as a member of an instructional team.
5. Examine one's own personal beliefs, attitudes and behaviours and develop a philosophy of education and beliefs about how children learn within an educational system.

## **ASSIGNMENTS and COURSE EVALUATION**

<b>Reflective Journal</b>	<b>20%</b>	<b>Due: # 1 October 3, 2008</b> <b># 2 November 7, 2008</b>
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Becoming a reflective teacher assistant fosters personal and professional growth. Your journals should address specific questions and may also include ideas, questions and reflections as the result of your learning. Specific instructions and requirements will be handed out in class.

<b>Lesson Plan Application Project</b>	<b>30%</b>	<b>Due: November 28, 2008</b>
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The purpose of this project is to provide you with the opportunity to develop a practical use of the topics we discuss in class. Students will work in pairs. You will be responsible for adapting a lesson plan and developing a learning plan for two students. A student profile and a lesson plan will be provided for each student.

Your plan will include the following: the needs and interests of the student, a description of the environment, how the lesson will be adapted or modified, teaching strategies utilized, motivational strategies used, how you would assess the student's learning, and how you will communicate the



**Late Arrival**

Late arrivals are disruptive to the class. If you must arrive late, take the first seat available closest to the door. Get information about material missed from your classmates after class.

**Assignments**

All assignments must be typed and follow APA guidelines. Computers are available in the library, as well, the computer labs. See <http://www.gprc.ab.ca/departments/cts/labs.html> for more information.

**Due Dates**

Due dates are specified in the course schedule. All assignments must be submitted no later than 4:00 p.m. **ON** or **BEFORE** the day which they are due. **Late** assignments will be **penalized** at the rate of **5% per day**. That is, if an assignment receives a grade of 80% and is one day late, the grade recorded will be 75%; two days late 70% etc. Penalties include weekends and holidays.

**Blackboard**

Blackboard is a Learning Management System that will be used to improve communication with and between students. I will post course resources such as the course outline, notes, handouts, etc. Blackboard is a password-protected environment that you can access 24/7 from any computer as long as you have internet access.

**Learning Support Center**

The Center provides a wide variety of services and programs to assist students in achieving academic success. The center is located in room F215 and the contact number is 539-2957.

I have attached a “**No Questions Asked**” **Coupon**, remember you only have one coupon so use it wisely.

# REVISED

## 2008 Class Schedule

Note: This schedule is tentative and subject to change. Changes to dates are in bold print.

DATE	TOPIC	READING	TEST/ ASSIGNMENT DUE DATES
Sept. 5	Introductions; review course outline; expectations; Roles and Responsibilities -Who are teacher assistant's? -What duties can be assigned?	ATA Manual	
<b>Sept. 12</b>	<b>No Class</b>		
Sept. 19	What are the rights of the teacher assistant? Characteristics of the Teacher Assistant - personal strengths and attributes - values clarification - learning styles - multiple intelligences	RR- Dianne Carroll  Reading on Learning Styles	
<b>Sept. 26</b>	<b>No Class</b>		
<b>Oct. 3</b>	<b>No Class</b>		
Oct. 10	Inclusion - What is inclusion and why does it matter? - Why is labelling controversial? - Assisting students with diverse learning needs	Hammeken – Ch. 1 pp. 18-24	
Oct. 17	Assisting students with diverse learning needs Individual Program Plans		<b>Reflection Journal #1 Due</b>
Oct. 24	Ethical Practice - Professional behaviour - Confidentiality - Reporting child abuse - Legal issues	RR- Gursky pp 28- 32 Hammeken Ch. 4	
<b>Oct. 31 10:00- 12:50</b>	Mid-Term Test # 1		<b>Mid-term Test #1</b>

Sept. 2, 2008

<b>DATE</b>	<b>TOPIC</b>	<b>READING</b>	<b>TEST/ ASSIGNMENT DUE DATES</b>
<b>Nov. 7 10:00- 12:50</b>	Collaboration and Teamwork - The Multi-disciplinary team - The school team - Making relationships work	Hammeken pp. 27-32	Reflection Journal #2 Due
<b>Nov. 14 10:00- 12:50</b>	Classroom Environment - Establishing a positive environment - Organizing Skills  -Behaviour Management - Behaviour & Attention difficulties	Hammeken pp. 53-57; 77-78; 121-122 RR – Programs and Strategies  Hammeken Ch. 18	
<b>Nov. 21 10:00- 12:50</b>	Expectations, monitoring, reinforcement, responding, making a personal plan		
<b>Nov. 28 10:00- 12:50</b>	Classroom Instruction - Multi-level instruction - Cooperative learning - Mastery learning - Individual instruction - Multi-level instruction - Cooperative learning - Mastery learning - Individual instruction - Motivating students to learn	Hammeken Ch. 6  Handout by Gross Davis	<b>Lesson Plan Application Project</b>
<b>Dec. 5 10:00- 12:50</b>	Assisting across the curriculum and modifications - Modifications categories - Text modifications - Written language modification - Subject modification	Hammeken Ch. 7 RR. Gursky Ch. 4	
<b>Dec. 12 10:00- 12:50</b>	Final Test # 2		<b>Final Test #2</b>

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**“NO QUESTIONS ASKED” COUPON**

This coupon entitles \_\_\_\_\_ to submit an assignment up to 14 days late with no questions asked and no penalty assessed during this period. This coupon is not transferable to other students **and will not be replaced if lost**. This coupon applies to TA1234 assignments only. To **be valid, you must staple this coupon to your assignment**. Students who return the coupon unused on or before the last day of class will receive a 2% bonus for the course.