

Resolution 2223R-004

By Director Taylor

WHEREAS, Administrative Policy 6.01, states that the Board is committed to employing the most effective staff possible for all schools and departments and that the Board endorses the development of specific factors and conditions that make schools and departments more effective; and

WHEREAS, Paraprofessionals have responsibilities that vary widely and may include providing small-group instruction, providing one-on-one instruction, providing behavior support, supervising students, and doing clerical work; and

WHEREAS, Paraprofessionals often report that their roles are unclear and many are unprepared for the work schools ask of them, leading to job dissatisfaction; and

WHEREAS, Clearly defining the role of the MPS paraprofessional positions and providing proper onboarding will set our paraprofessionals up to be effective in their roles, and can increase retention of effective paraprofessionals; and

WHEREAS, A well-rounded onboarding includes, but is not limited to:

- the philosophy or mission of the school or program
- specificity around the roles and job duties the paraprofessional will fill
- conveying a sense of responsibility to maintain student confidentiality
- schedules, school calendars, and workplace expectations relative to working hours and use of sick/vacation time
- other workplace expectations such as dress code, employee breaks, employee parking
- relevant district policies or procedures
- a tour of the worksite, including specific safety and emergency procedures
- and parking. The orientation to the building or work setting should include safety and emergency procedures,
- equipment and essential phone numbers/contact information.
- family, child, student and classroom orientation specific to the paraprofessional's individual assignment; and

WHEREAS, Onboarding should also include a description of professional learning opportunities as well as a description of a path for career development;

now, therefore be it

RESOLVED, That the Administration is directed to develop an onboarding program for new paraprofessionals to be presented to the Board by the October 2022 board cycle.

May 26, 2022