

Week of April 19, 2021

## FCS News

You have been busy attending FCS trainings. Many of you have completed all your hours for this year or are only a few hours away from being complete.

Once you have completed all of your classes, please email Jennifer Miller ([Jennifer.Miller@rsd.edu](mailto:Jennifer.Miller@rsd.edu)). She will verify your status and will send you the clock hour form to complete. Once you complete the form, send it back to Jennifer and she will get the required signatures and then send you a copy of the signed form. Please retain this for your records. We will meet later this spring to discuss how to log into OSPI's website and upload this form. This form will inform OPSI that you have officially completed FCS and are ready to be working on your General Paraeducator Certificate.

If you have a topic or question you would like me to share in a future newsletter, please do not hesitate to reach out. You can email me at [Amy.Kohn@rsd.edu](mailto:Amy.Kohn@rsd.edu). You just might see your topic in the next newsletter!

--Amy Kohn

### A Record of Your Progress

Many of you asked which classes you have completed and which classes you still need to complete. In order to answer all of your questions, Jennifer Miller sent out a record of your progress right before spring break. Please keep this document and update it as you continue to take classes.

Thank you, Jennifer, for your help with this project!



### Updated Status of Trainings

Classes were originally scheduled to take place on Fridays during the school day. This worked really well for the majority of you—most of you did not have students on Friday and subs were not needed. However, our schedule has changed, and our students need you to be in the building each day. Because you are such a vital component to our students' success, we need you in the buildings during the school day. This will require an adjustment in our training schedule.

There were 120 paras registered for classes this Friday (April 23rd). Clearly, our system cannot afford to have 120 paras step away from their roles to attend training at the same time. I had no choice but to cancel the classes. Please know that I am working on rescheduling classes to better fit within our new schedule and allow you to support our students. Please keep an eye on ProDev for new dates. **As a reminder, please work with your administrator before you register for a class.**

### FCS 03

Please keep an eye on ProDev for FCS03. Annie Carlson has graciously agreed to teach this class. We have identified the following dates/times for this class. The registrations will open in the next day or two on ProDev.

- Friday May 7th from 12:00-1:00
- Tuesday May 18th from 4:00-5:00
- Friday May 21st from 12:00-1:00
- Tuesday May 25th from 4:00-5:00

## What We Do Matters Modules

You can complete the requirements for FCS04, FCS08, and FCS12 on your own by accessing the What We Do Matters modules on OSPI's website  
<https://moodle1.ospi.k12.wa.us/enrol/index.php?id=73>

If this is your first time logging in, you will need to create an account. After you create your account, you will have access to all the modules.

### *Which Modules Do I Complete?*

To complete FCS04, you will need to complete module 08.

To complete FCS08, you must complete modules 2 and 13 (you must complete BOTH modules).

To complete FCS12, you must complete modules 2, 11, and 12 (you must complete all THREE modules).

### *How Do I Get Credit for The Modules?*

After you complete each module, you will receive a completion certificate. Please either print this certificate or take a screenshot of your screen. Send either form (printed or screenshot) to Jennifer Miller (Jennifer.Miller@rsd.edu). She will verify our completion and update your account.



In addition to taking the 1-hour class listed above, you *must* also complete Modules 5 AND 7 from What We Do Matters on the OSPI website (see the log in information on the next page). Once you complete each module, you will get a Course Completion certificate. Email the Course Completion certificates for BOTH modules to Jennifer Miller. You will not get credit for FCS 03 until you have completed the modules **AND** attended the Zoom class.

## Using Safe Schools to Complete FCS09

To complete the requirements for FCS09, you will need to log into your account ([www.rsd-wa.safeschools.com](http://www.rsd-wa.safeschools.com)). Your username is your RSD email address. Choose the "View Library" tab at the bottom of the "My Assignments" opening page and type the title in the Search box at the top right corner of the page.

This will count toward the FCS09 requirement (1 hour) but must be completed THIS school year for credit.

Choose one of the following combinations:

- Bloodborne Pathogens + Asthma+ Allergies
- OR
- Bloodborne Pathogens+ Child Abuse
- OR
- Child Abuse+ Asthma+ Allergies

Please send your completion certificates for each class to Jennifer Miller. She will verify your completion and add it to your account.