

FCS Newsletter

OCTOBER 2021



UPCOMING FCS CLASSES:

November 5, 2021: FCS 01, class #926, for Secondary Paras 11:30-3:30 on Zoom (link will be sent out the night before the training)

November 5, 2021: FCS 07, class #923, for Secondary Paras 11:45-2:45 in TLAC Board Room

November 15, 2021: FCS 10, class #925, for ALL Paras 4:00-8:00 in TLAC Board Room, space limited

February 25, 2021: FCS 06, class #927, for Secondary Paras 11:30-2:30 on Zoom (link will be sent out the night before the training)

March 10, 2022: FCS 01, class #988, for Elementary Paras 8:00-12:00 on Zoom (link will be sent out the night before the training)

March 11, 2022: FCS 06, class #989, for Elementary Paras 9:00-12:00 on Zoom (link will be sent out the night before the training)

REGISTERING FOR CLASSES THROUGH PRODEV:

In order to attend a class through the Richland School District, you are required to register before the class begins in ProDev, access the link [here](#). Once the class begins, it is too late to register. If that class is offered over Zoom, you will receive a link to the Google Attendance Sheet in the chat. You must complete this form before the course ends to get credit for the course. Once the class ends, the attendance sheet closes. We are unable to accept late entries to the attendance sheet.

If the class is offered as an in-person course, you will be required to sign in at the beginning of the class. The sign in sheet is collected shortly after the in-person class begins. It is your responsibility to make sure you complete all sign in forms while in the class. We are unable to accept late entries to the attendance sheet.

FCS INFORMATION:

You are required to complete 14 hours of PD each year for two years (28 hours total). If, however, you were unable to complete all the 14 required hours last year, you **must** complete them this year. This is a **one-time waiver**, due to the circumstances surrounding COVID. This is **in addition** to any hours you must complete this year. **Anyone** hired before or during last year (the 2020-2021 school year) must complete all 28 hours by the end of this school year.

FCS COURSE COMPLETION:

We are offering 4 courses this year with face-to-face instruction (FCS 01, 06, 07, and 10). The other eight courses can be fulfilled at your own pace by completing online modules. For instructions on how to access the courses and identify the requirements for each class, check out the Paraeducator Training Page on the Richland School District website by clicking [here](#).

As a reminder, course requirements can be changed at any time by PESB. For instance, they recently added a social/emotional learning requirement to some of the FCS classes, requiring an addition to the content. Additionally, some of you noticed a few more online modules were required for FCS 03 and FCS 05. These changes are the result of guidance the district gets from PESB, the governing board that defines the training requirements. If you complete an FCS course before the changes are made, there is no need to go back and take the additional components of the course. If, however, you have not completed the course before the

changes are made, you will need to satisfy the new requirements. We will do our best to communicate these changes as we hear about them from PESB.

Currently the FCS course requirements are:

FCS Course	Requirements to Complete
FCS 01	Classes will be offered through the ESD. Register for these classes through ProDev.
FCS 02	Information to come soon
FCS 03	Information to come soon
FCS 04	Complete module 8 from What We Do Matters (on the OSPI website). Instructions for logging on can be found on the district website by clicking here and opening the FCS 04 tab on the page.
FCS 05	Information to come soon
FCS 06	Classes will be offered through the ESD. Register for these classes through ProDev.
FCS 07	This class was offered by our own Special Education Department during parent connect days (for paras assigned to an elementary school) and will be offered during parent/teacher conferences for our paras in secondary settings. Check ProDev for registration information.
FCS 08	Complete modules 2 and 13 from What We Do Matters (on the OSPI website). Instructions for logging on can be found on the district website by clicking here and opening the FCS 04 tab on the page.
FCS 09	Complete through SafeSchools. Instructions for logging on can be found on the district website by clicking here and opening the FCS 09 tab on the page.
FCS 10	This class was offered by our own Special Education Department during parent connect days (for paras assigned to an elementary school) and will be offered during parent/teacher conferences for our paras in secondary settings. Check ProDev for registration information.
FCS 11	Information to come soon
FCS 12	Complete modules 2, 11 and 12 from What We Do Matters (on the OSPI website). Instructions for logging on can be found on the district website by clicking here and opening the FCS 04 tab on the page.

As you complete the online modules, please send a screenshot of the Completion progress details like the one below. This has your name on it and the completion date for each of the modules.

Paraeducators: What We Do Matters: Completion progress details

Home / Completion progress details

Status Complete

Required All criteria below are required

Criteria group	Criteria	Requirement	Status	Complete	Completion date
Activity completion (all required)	You Finished Module 1	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 2	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 3	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 4	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 5	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 6	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 7	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 8	Viewing the page	Yes	Yes	August 3, 2021
	You Finished Module 9	Viewing the page	Yes	Yes	August 4, 2021
	You Finished Module 10	Viewing the page	Yes	Yes	August 4, 2021
	You Finished Module 11	Viewing the page	Yes	Yes	August 4, 2021
	You Finished Module 12	Viewing the page	Yes	Yes	August 4, 2021

[Return to course](#)

You are logged in as [redacted]
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GENERAL PARAEDUCATOR CERTIFICATE:

After completing the FCS courses, the next step is completing clock hours for your General Paraeducator Certificate. Information about completing the General Paraeducator Certificate can be found on the school district website by clicking [here](#). We will add information as we get it for you.

MONTHLY NEWSLETTERS:

If you missed any of the previous newsletters or want to reference the information again, we have great news! You can access all newsletters on the district website. We have stored them [here](#) for your convenience. We will continue to send newsletters out via email but will also store them on the website. This is the easiest and most efficient way to send and receive information about the paraeducator trainings.

Please feel free to reach out with any questions!

Amy Kohn, Assistant Director of State and Federal Programs
Mindy Thomas, Lead Secretary of TLC