



SANDY GARRETT
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

MEMORANDUM

TO: Superintendents and Special Education Contacts
FROM: Tom Bell, Associate Director, Special Education Services
DATE: October 14, 2005
SUBJECT: Special Education Paraprofessional Training

Beginning fall semester of 2005, Special Education Paraprofessional registry training will be offered exclusively through the Oklahoma Department of Career and Technology Education (ODCTE) in conjunction and collaboration with the Oklahoma State Department of Education throughout the state of Oklahoma. This course will replace the three-day registry training formerly offered by the Oklahoma State Department of Education, Special Education Services. During the fall semester, training will be hosted at nine pilot Oklahoma Department of Career and Technology Education locations (See attachment A).

Each person who is in need of training to be in compliance with State and Federal regulations (See attachment B) must enroll in the Special Education Paraprofessional training course offered at ODCTE. Attached are the addresses and telephone numbers along with a contact name for each of the pilot locations. The tuition for the course will be \$132 per person, which includes one student curriculum guide. In comparison, the tuition is similar to the amount school districts were spending on substitute pay, travel and lodging to send Special Education Paraprofessionals to the three-day registry training. This course will be offered as a night and/or weekend course for a combined total of 24 hours of coursework. Please contact the ODCTE location most suitable for your needs regarding a schedule of classes.

Our goal is to implement the Special Education Paraprofessional training in all ODCTE locations across the state. The convenience of offering this course throughout the state will help Special Education Paraprofessionals meet State and Federal requirements for registry status more expeditiously.

If you have any questions, please do not hesitate to contact me at (405) 521-4858, or Ms. Malissa Cook, Coordinator, at (405) 521-3587.

TB:mc

cc: IDEA B Advisory Panel

OKLAHOMA STATE DEPARTMENT OF EDUCATION
2500 NORTH LINCOLN BOULEVARD, OKLAHOMA CITY, OK 73105-4599
(405) 521-3301, FAX: (405) 521-6205
<http://sde.state.ok.us>



Attachment A

PARTICIPATING PILOT TECHNOLOGY CENTERS

CANADIAN VALLEY TECHNOLOGY CENTER

6505 East Highway 66
El Reno, OK 73036-9117
(405) 422-2200
Contact: Sharon Mitchell

***FRANCIS TUTTLE
TECHNOLOGY CENTER***

12777 North Rockwell
Oklahoma City, OK 73142-2789
(405) 717-7799
Contact: Karen Henderson

GORDON COOPER TECHNOLOGY CENTER

One John C. Bruton Boulevard
Shawnee, OK 74804
(405) 273-7493
Contact: Carol Valentine

TULSA TECH CENTER

4600 South Olive Avenue
Broken Arrow, OK 74011
(918) 828-3000
Contact: Russell Parker

GREAT PLAINS TECHNOLOGY CENTER

4500 Southwest Lee Boulevard
Lawton OK 73505
(580) 355-6371
Contact: Jerry Webb or John Noel

HIGH PLAINS TECHNOLOGY CENTER

3921 34th Street
Woodward, OK 73801
(580) 256-6618
Contact: Sue Mitchell

KIAMICHI TECHNOLOGY CENTER

301 Kiamichi Drive
McAlester, OK 74501
(918) 426-0940
Contact: Vicki Hess

NORTHEAST TECHNOLOGY CENTER

19901 South Highway 69
Afton, OK 74331
(918) 257-8324
Contact: Jamie Perryman

RED RIVER TECHNOLOGY CENTER

3300 West Bois D'Ark
Duncan, OK 73534
(580) 255-2903
Contact: Anita Hasenmyer

Attachment B



Requirements for Special Education Paraprofessionals

Oklahoma State Department of Education, Special Education Services (OSDE-SES) Requires:

- High School diploma or GED
- Complete Special Education Paraprofessional Training (9 modules)
- Maintain current training and skills in CPR and First Aid
- Complete universal precautions/Bloodborne Pathogens training
- Complete an additional six hours of personnel development each school year thereafter