

WorkKeys® Proficiency Certificate for Teacher Assistants

Your Best Choice to Meet Requirements for No Child Left Behind Legislation

The need for a reliable paraprofessional assessment

Don't take a chance with your school's Title I funding! Instead, make sure your paraprofessional staff makes the grade with a new assessment program from ACT designed to measure paraprofessional skills and help you meet key requirements of the No Child Left Behind (NCLB) Act.

The **WorkKeys® Proficiency Certificate for Teacher Assistants** enables paraprofessionals in Title I-funded schools to demonstrate their proficiency in reading, writing, and mathematics. Through testing and on-the-job observation, teacher assistants can demonstrate knowledge and skill levels in line with what can be achieved in two years of postsecondary study.

Schools and districts in many states—including Massachusetts, Michigan, North Carolina, South Carolina, Nebraska, and Mississippi—have already adopted this program to meet NCLB requirements.

Find out today why the WorkKeys Proficiency Certificate for Teacher Assistants is your best choice to assess paraprofessional skills for NCLB.

A proven and affordable solution

The WorkKeys Proficiency Certificate for Teacher Assistants is field-proven and available now through your local Massachusetts community college. Best of all, the program is very affordable and easy to administer.

The system is built around ACT's WorkKeys job skills assessments, which have been used by schools, businesses, and organizations for more than a decade to hire, assess, and train a qualified workforce. Three validated WorkKeys assessments form the core of the program:

- *Reading for Information*
- *Business Writing/Writing*
- *Applied Mathematics*

After completion of these exams, the *Instructional Support Inventory (ISI)* is completed by a knowledgeable observer who assesses the paraprofessional's classroom teaching skills. This observation component is similar to the teacher evaluation process used in schools nationwide. This unique, structured observation component is not included in other paraprofessional assessments.

The WorkKeys Proficiency Certificate for Teacher Assistants Package is very affordable!

Assessments are available in computer and paper-and-pencil formats. Examinees who successfully complete all program components will receive a certificate of performance based on the approved Massachusetts Department of Education (DOE) defined score levels.

Ways to improve skills

The WorkKeys exams offers another unique feature—the ability to identify skill gaps and guide training decisions to help paraprofessionals improve their scores when necessary.

Why our program is your best choice

The WorkKeys Proficiency Certificate for Teacher Assistants offers:

- *Fast, accurate, secure, and valid assessments*
- *An affordable, easy-to-use program*
- *Aggregate test data supplied in chart, essay, and roster formats*
- *Compliance with NCLB requirements*
- *Compliance with EEOC and ADA requirements for selection in employment*
- *Development and support from ACT, a recognized leader in testing and research*

Why wait? Choose the WorkKeys Proficiency Certificate for Teacher Assistants for your assessment needs.

Registration Information

Cost:

Certification is \$65, which includes the three assessments, the ISI, and the certificate.

Contact:

Schools or Districts interested in learning more about the ACT WorkKeys Certification for Teaching Assistants **OR** Individual Paraprofessionals* with inquiries about signing up for the certification exam should call:

Contact person: Paula Goodreau
Phone: (413) 755 - 4503
Email: goodreau@stcc.edu
Website <http://cbt.stcc.edu>

***(Individual Paraprofessionals should check with their Superintendent or Principal before registering for the exam.)**

Scheduling:

ACT Test Center hours are Monday and Wednesday afternoons and selected Saturdays by appointment.