



CONNECTICUT STATE DEPARTMENT OF EDUCATION

Talent Office
Bureau of Leadership Development

Steps to Providing a Nominee for the

Anne Marie Murphy
Paraeducator of the Year Program

Connecticut's Paraeducator of the Year Program

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Paraeducator Information and Resources (found on the SDE website)

Anne Marie Murphy Paraeducator of the Year

- [Historical Background](#)
- [Steps to Providing a Nominee](#)
- [Paraeducator of the Year Award Informational Letter for District Nominations](#)
- [2017 Paraeducator of the Year Application](#)
- [District Selection Process Samples](#)

<http://www.sde.ct.gov/sde/cwp/view.asp?a=2618&q=321752>



Connecticut's Paraeducator of the Year Program



Paraeducator
of the Year



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Your Application



Selection Timeline

Selection Timeline

TIMELINE FOR SELECTION OF ANNE MARIE MURPHY PARAEDUCATOR OF THE YEAR

Date(s)	Action
February 5, 2016	Nomination Packets available to all Superintendents, Executive Directors of Regional Educational Service Centers and Directors of Public Charter Schools
May 13, 2016	Deadline to submit district nominee for the Connecticut Paraeducator of the Year
August 1, 2016	Connecticut's 2017 Anne Marie Murphy Paraeducator of the Year identified by the state selection committee
October 13, 2016	Recognition ceremony for Paraeducator of the Year and all nominees

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<http://ctpara.eastconn.org>



Connecticut's Paraeducator of the Year Program Timeline

ACTIVITY	MONTH
Paraeducator of the Year Award Informational Letter for District/Local Educational Agency (LEA) Nominations (sent January 20, 2016)	January
District/LEA initiates an internal process for selecting a district representative for District Paraeducator of the Year. (2017 Nomination Application) (District Selection Process Samples)	February
District/LEA Paraeducator of the Year is selected by the district/LEA	April-May
District/LEA selected Paraeducator of the Year submits an electronic application as a nominee for Connecticut Paraeducator of the Year to http://ctpara.eastconn.org	April-May
District/LEA Superintendent and Principal acknowledges/confirms District/LEA selected Paraeducator of the Year via electronic notification	By May 15
Semi-finalists are selected for interviews for Connecticut Paraeducator of the Year	June
Connecticut Paraeducator of the Year is announced	August
Connecticut Paraeducator of the Year Recognition Ceremony All District/LEA selected Paraeducators of the Year will be recognized	October 13, 2016



Connecticut's Paraeducator of the Year Program

<http://ctpara.eastconnn.org>

In preparation to submitting an application as a nominee please have the following information ready for submission;

(2017 Nomination Application);

- Personal contact information, name, address, email, school address
- Educational background, training, certificates/certification, and licensing information including dates of attendance, credits earned and completion
- 3 Recommendations/Letters of Support, **saved in PDF format**, and contact information for recommenders, principal and superintendent (name, address, email, school address)
- Personal Statement ([4 questions](#))

The electronic portal (<http://ctpara.eastconnn.org>) for nominees and administrators will close on May 16, 2016.

Please complete applications including uploading all letters of recommendation and completion of the administrator electronic signatures associated with the application by **May 15th at 4 PM EST.**



Connecticut's Paraeducator of the Year Program

<http://ctpara.eastconnn.org>

Personal Statement Questions (4 questions)

Question 1: What were the factors that influenced you to become a paraeducator?

Question 2: Describe what you consider to be your greatest contributions and accomplishments as a paraeducator.

Question 3: Describe how the quality of your work exceeds expectations and aligns with one or more of the six primary areas of responsibilities for paraeducators. Please provide specific examples of how your contributions have improved student achievement.

Question 4: As Connecticut's Anne Marie Murphy Paraeducator of the Year 2016, you would serve as a spokesperson and representative of the profession. What would be your message? What would you communicate to your profession and the general public in Connecticut?

Personal Statement Rating Criteria



Connecticut's Paraeducator of the Year Program

Personal Statement Rating Criteria

Personal Statement Questions will be rated based on six criteria derived from the National Resource Center for Paraprofessionals (NRCP) Model Framework. Connecticut adopted a modified version of the NRCP model framework to articulate key competencies for Connecticut paraprofessionals.

Six Primary Areas of Responsibilities for Paraprofessionals	Responsibility #
Instructional Teams Assisting teachers/providers with building and maintaining effective instructional teams.	Paraprofessional Responsibility 1
Learner-Centered Assisting teachers/providers with maintaining learner-centered supportive environments.	Paraprofessional Responsibility 2
Planning & Organizing Supporting teachers/providers with planning and organizing learning experiences.	Paraprofessional Responsibility 3
Student Engagement Assisting teachers/providers with engaging students in learning and assisting in instruction.	Paraprofessional Responsibility 4
Assessing Learner Needs, Progress & Achievement Assisting teachers/providers with assessing learner needs, progress and achievement.	Paraprofessional Responsibility 5
Professional Standards & Ethics Meeting standards of professional and ethical conduct	Paraprofessional Responsibility 6



Connecticut's Paraeducator of the Year Program

District/LEA selected Paraeducator of the Year submits an electronic application as a nominee for Connecticut Paraeducator of the Year to <http://ctpara.eastconn.org>

April-May

CSDE
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Paraeducator of the Year

Sign In

Username/Email

Password

Sign In

Forgot Password?

Remember Me

Create an Account

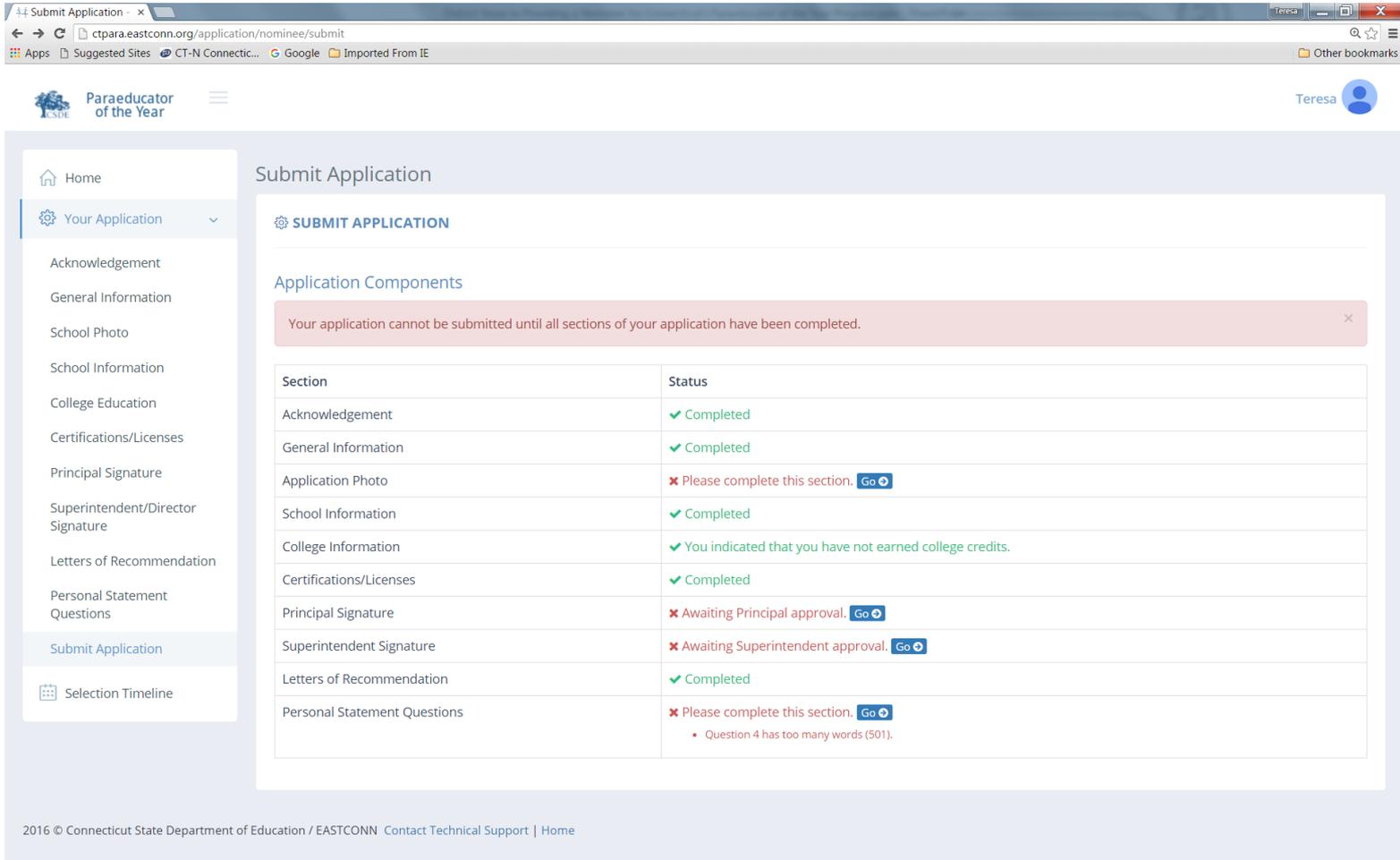
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Connecticut's Paraeducator of the Year Program



Submit Application · x

ctpara.eastconn.org/application/nominee/submit

Paraeducator of the Year

Teresa

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Your Application

Acknowledgement

General Information

School Photo

School Information

College Education

Certifications/Licenses

Principal Signature

Superintendent/Director Signature

Letters of Recommendation

Personal Statement Questions

Submit Application

Selection Timeline

Submit Application

SUBMIT APPLICATION

Application Components

Your application cannot be submitted until all sections of your application have been completed.

Section	Status
Acknowledgement	✓ Completed
General Information	✓ Completed
Application Photo	✗ Please complete this section. Go
School Information	✓ Completed
College Information	✓ You indicated that you have not earned college credits.
Certifications/Licenses	✓ Completed
Principal Signature	✗ Awaiting Principal approval. Go
Superintendent Signature	✗ Awaiting Superintendent approval. Go
Letters of Recommendation	✓ Completed
Personal Statement Questions	✗ Please complete this section. Go <ul style="list-style-type: none">Question 4 has too many words (501).

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<http://ctpara.eastconn.org>



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