

## LABETTE COMMUNITY COLLEGE BRIEF SYLLABUS

### **SPECIAL NOTE:**

This brief syllabus is not intended to be a legal contract. A full syllabus will be distributed to students at the first class session.

### **TEXT AND SUPPLEMENTARY MATERIALS USED IN THE COURSE (if any):**

Please check with the LCC bookstore <http://www.labette.edu/bookstore> for the required texts for this class.

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| <b><u>COURSE NUMBER:</u></b>         | PARA 122   |
| <b><u>COURSE TITLE:</u></b>          | PARAEDUCATOR III   |
| <b><u>SEMESTER CREDIT HOURS:</u></b> | 1  |
| <b><u>DEPARTMENT:</u></b>            | Paraprofessional and Developmental Disabilities  |
| <b><u>DIVISION:</u></b>              | Workforce Education/Community Service  |
| <b><u>PREREQUISITES:</u></b>         | PARA 101 Paraeducator I &<br>PARA 102 Paraeducator II<br>Employed by school district or interlocal |

### **COURSE DESCRIPTION:**

This one credit-hour course is divided into eleven topical areas: Assessing ELL Students; Reading Comprehension: Narrative Texts; Reading Comprehension: Informative Texts; Reading Comprehension: Decoding and Layout; Writing Fundamentals: Parts of Speech and Sentences; Writing Fundamentals: Mechanics of Writing; Mathematics: Basic Skills; Mathematics: Fractions, Decimals, and Percentages; Mathematics: Basic Algebra; Mathematics: Geometry; and Mathematics: Data Analysis.

### **COURSE OUTCOMES AND COMPETENCIES:**

**Students who successfully complete this course will be able to:**

1. Realize the impact and importance of their roles and responsibilities as paraeducators.
  - Understand school districts' responsibility in meeting federal mandates for providing services to ELL students.
  - Name components of common language- proficiency evaluation tools.
  - Recognize varied aspects of informal assessment.
  - Understand factors that have a bearing when explaining student information to parents.
2. Demonstrate basic understanding of narrative texts
  - Review the elements of narrative texts.
  - Be able to interpret, synthesize and evaluate a variety of stories.

### 3. Demonstrate basic understanding of informative texts

- Review the elements of informative texts.
- Review five informative text structures.
- Be able to interpret, synthesize and evaluate a variety of texts.

### 4. Demonstrate basic understanding of decoding unfamiliar vocabulary

- Review strategies for decoding unfamiliar words.
- Review the parts of words that aid in decoding unfamiliar words.
- Review figurative language.
- Review the informational layout of books.

### 5. Demonstrate basic understanding of grammar

- Review the major parts of speech.
- Review the parts of a complete sentence.
- Review the different types of sentences.

### 6. Demonstrate a basic understanding of constructing readable and effective sentences

- Review the rules for capitalization.
- Review the major rules for punctuation.
- Review the basic spelling rules for commonly misspelled words.

### 7. Refresh basic mathematical skills and develop new skills

- Review basic mathematical concepts.
- Review basic mathematical terminology such as sum, difference, product, quotient, numerator, denominator, and so forth.

### 8. Refresh skills regarding fractions, decimals and percentages

- Review the basic mathematical operations of whole numbers.
- Review the proper order for mathematical operations.
- Recognize and interpret mathematical symbols.
- Review improper fractions and mixed numerals.
- Review the basic mathematical operations of fractions and decimals.
- Review the computation of percentages.

### 9. Refresh skills regarding basic algebra

- Review the use of symbols in algebra.
- Evaluate simple algebraic expressions.
- Review the methods for solving for a single, unknown variable.
- Review the basic concepts of exponents.

### 10. Refresh skills regarding geometry

- Review basic geometric terminology.
- Identify basic geometric figures.
- Review the formulas for computing perimeter, area, and volume for basic geometric shapes.
- Review the process of plotting ordered pairs on a coordinate grid.

#### 11. Refresh skills regarding data analysis

- Review statistical terminology.
- Review the process of interpreting bar and circle graphs.