

Special Education Technician

This document was created to answer frequently asked questions (FAQ) about special education technicians. Topics addressed include but are not limited to are special education technician certification, special education technician qualifications, and special education technician supervision.

1. What is a special education technician?

“Special education technician” means an individual providing services as a technician who meets the requirements of this chapter and provides services authorized in this chapter in an educational setting.

2. What are the qualifications to receive a certification of completion to become a special education technician?

As stated in administrative rule, the special education technician must submit a completed application form and have completed:

- a. Forty semester hours of college education or an equivalent under Century Code 15.1-13-10 in the area of special education that aligns with the Council for Exceptional Children preparation standards for paraeducators, including; learner development and individual differences, legal/ethical practices, behavior management, curricular content knowledge, assessment, instructional planning and strategies, and collaboration; and
- b. A two credit transcribable practicum minimum of one hundred clock-hours of fieldwork experience which is supervised by a licensed special education teacher.

3. How does someone apply for a Certification of Completion in special education technician?

A candidate for the Certificate of Completion in special education technician must complete an application provided through the Department of Public Instruction, Office of Special Education. In addition to the application, the candidate must provide all transcripts of coursework that includes documentation of practicum experience.

4. What services may a special education technician provide?

- a. Conduct academic and behavioral screenings following specified screening protocols developed by the supervising special education teacher;
- b. Perform documented tasks developed by the supervising special education teacher;
- c. Document student progress toward meeting goals/objectives and report this information to the supervising special education teacher;
- d. Assist the supervising special education teacher with regulatory paperwork as directed;
- e. Participate in multidisciplinary team meetings with a special education teacher or a special education provider;
- f. Prepare materials, assist with scheduling, and maintain space or equipment; or Complete other duties as assigned by the supervising special education teacher in consultation with the local administrator.

5. What services may a special education technician not provide?

- a. Make independent decisions regarding changes to a student's individualized education program (IEP);
- b. Conduct and interpret evaluations consisting of:
 1. Standardized or non-standardized diagnostic tests; or
 2. Formal assessments unless otherwise qualified to do so;
- c. Disclose confidential information orally or in writing unless authorized by the supervising special education teacher.

6. What is the difference between a special education technician and a special education para-professional?

A special education technician must complete forty semester hours of college education or an equivalent under Century Code 15.1-13-10 and have a two-credit transcribable practicum that includes a minimum of one hundred clock-hours of fieldwork experience which is supervised by a licensed special education teacher. A paraprofessional providing instructional support to individuals with disabilities must demonstrate completion of twenty contract hours of in-service training conducted within one calendar year of employment in which the paraprofessional assumes assigned duties.

7. Who can supervise a special education technician?

“Supervising special education teacher” means an individual who:

- a. Holds a current educator’s professional license issued by the North Dakota Education Standards and Practices Board; and
- b. Has a minimum of two years experience providing special education services since receiving the individual’s license.

8. What age group can a special education technician provide services to?

A special education technician can provide services in a school setting from early childhood through grade twelve. This may include students ages three through twenty-one. In North Dakota, students may attend public school if he/she has not reached the age of twenty-one before August first of the year of enrollment.

9. Should the name and services being provided by the special education technician be documented on the IEP?

Yes, the special education technician must not represent himself or herself as a special education teacher. The parent/student must be informed that the services are being provided by the special education technician. These minutes will be listed on the IEP with the special education technician as the provider.