

**SOUTHGATE COMMUNITY SCHOOL DISTRICT
DEPARTMENT OF SPECIAL SERVICES
13940 LEROY
SOUTHGATE, MI 48195
(734) 246-4619**

SPECIAL EDUCATION PARAPROFESSIONAL EVALUATION

NAME: _____

SCHOOL YEAR: _____

BUILDING: _____

ASSIGNMENT: One – on – One Parapro, Resource Room, Basic Classroom Parapro

PERSONAL QUALITIES	EXCEEDS	MEETS	DOES NOT MEET
	EXPECTATIONS 3	EXPECTATIONS 2 1	EXPECTATIONS 0
1. Is punctual, respectful and meets timelines throughout the day.	_____	_____	_____
2. Adjusts to changes in procedure as needed.	_____	_____	_____
3. Attendance on the job is consistent and satisfactory.	_____	_____	_____
4. Accepts constructive criticism when the purpose is an objective attempt to improve performance.	_____	_____	_____
5. Is dependable and accepts responsibility.	_____	_____	_____
Comments _____			

SKILL ASSESSMENT

1. Provides individual help to students or in small groups to reinforce and follow up learning activity within the classroom.	_____	_____	_____
2. Gives clear and adequate direction and explanation to students.	_____	_____	_____
3. Learns and implements effectively all school policies and procedures.	_____	_____	_____
4. Is accurate in monitoring and documenting student behavior and maintaining other stats, charts, documentation, etc., as needed.	_____	_____	_____
5. Maintains consistent and reasonable classroom control.	_____	_____	_____
6. Respects confidentiality of student, work and records.	_____	_____	_____
Comments _____			

		EXCEEDS EXPECTATIONS 3	MEETS EXPECTATIONS 2 1	DOES NOT MEET EXPECTATIONS 0
RELATIONSHIP WITH ADULTS				
1.	Works at a high level of trust with classroom teacher and ancillary staff.	_____	_____	_____
2.	Cooperates with other staff in the building, working in harmony.	_____	_____	_____
3.	Seeks assistance of other staff members when needed	_____	_____	_____
4.	Communicates well with classroom/building staff.	_____	_____	_____
Comments _____				

RELATIONSHIPS WITH STUDENTS				
1.	Establishes and maintains good rapport with students.	_____	_____	_____
2.	Is supportive and encourages students to do their best.	_____	_____	_____
3.	Uses positive language and reinforcement when interacting with students.	_____	_____	_____
4.	Is sympathetic, patient and understanding; fair and impartial; sensitive to emotional needs of students.	_____	_____	_____
5.	Very predictable and consistent with students in regard to school rules and policies.	_____	_____	_____
Comments _____				

_____ * Paraprofessional's Signature _____ Date _____ Director's Signature _____ Date

*Indicates that the evaluation has been read

