

NCKSEC Paraeducator Evaluation

All personnel need and deserve meaningful feedback on their job performance.

School Year _____

Paraeducator Name _____
Please print

3 Levels of Performance

- 1 = Exceeds Expectations
- 2 = Meets Expectations
- 3 = Not Meeting Expectations (Please explain under comments)
- NA = Not Applicable or Not Observed

Supervising Teacher _____

School _____

Date _____

_____ Self-evaluation

Inservice hours required (Circle) 20 10 other _____

_____ Supervisor evaluation

1 2 3 NA	Attendance: rarely misses work (0-1 absence per month); rarely late to work; gives advance notice of absences.
1 2 3 NA	Attitude: has a positive attitude; greets students, staff, and parents; never gossips, provides constructive suggestions.
1 2 3 NA	Boundaries: interacts with students appropriately; understands and appreciates boundaries; understands how personal issues impact ability to work with students/families; requests assistance before any problem arises.
1 2 3 NA	Classroom environment: works independently and as part of a classroom team to maintain a classroom that is safe, inviting and provides learning opportunities appropriate to the age and developmental level of the students.
1 2 3 NA	Classroom procedures: takes leadership role in following class procedures; effectively transitions students; responsive to student's needs; role model in appropriate interaction with students.
1 2 3 NA	Communication: always approachable; respectful; facilitates positive communication between students and staff; uses clear and professional written and verbal communication; good grammar is used; communication is objective.
1 2 3 NA	Confidentiality: maintain confidentiality at all times; reminds other staff of confidentiality policies; reports confidentiality concerns to supervisors.
1 2 3 NA	Decision-making: knows when to make decisions.
1 2 3 NA	DCF/Child Abuse Reporting: immediately reports all suspected child abuse as mandated reporter following policy guidelines (district/building policy); has good judgement.
1 2 3 NA	Direction from supervisors: always takes direction and suggestions from supervisors to improve job performance; frequently seeks assistance to improve skills.
1 2 3 NA	Flexibility: very flexible in assignments and schedules; invites new ideas and change.
1 2 3 NA	Health and safety: uses good health and universal safety precautions; reinforces and teaches them to students; takes a leadership role during emergency procedures.
1 2 3 NA	IEP procedures: individualizes activities for each student's needs using IEP, positive behavior support plan, and collects data as requested by teacher and/or therapist.
1 2 3 NA	Initiative: able to see what needs to be done and completes the tasks without prompting; assumes additional responsibilities as needed.

