

Paraeducator Evaluation Summary and Collaborative Plan

Paraeducator: _____
 Location/Building: _____ Assignment: _____
 Hire Date: _____ Probationary/Trial Period From: _____ To: _____
 Evaluator: _____ Evaluation Date: _____

Type of Evaluation (Check One): Probationary: _____ Trial: _____ Continuing: _____

Employee Notification Date: _____
 1st Observation Date: _____ 2nd Observation Date: _____

Employee demonstrates the ability to achieve level of proficiency in all areas. Please comment on any area receiving 1 or 2.

	1	2	3	4	NA
Component 1 Working with students					
Component 2 Implementing instruction					
Component 3 Using management strategies					
Component 4 Addressing student needs					
Component 5 Communication/Team Skills					
Component 6 Professionalism					

1-Unsatisfactory 2-Progressing 3-Good 4-Exemplary

Collaborative Plan: Paraeducator and evaluator develop a plan at the evaluation conference using one or more components from the Framework for Effective Paraeducator Performance.

Area for Improvement	Observable Goal	Suggested Resources
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Comments:

Progress of paraeducator on these components is: (Please ✓ one)

SATISFACTORY **NEEDS IMPROVEMENT** **UNSATISFACTORY**

Evaluator's Signature: _____ Date _____

I have had a conference with my evaluator and have received a copy of this evaluation.

Paraeducator's Signature: _____ Date _____

Copies to: Paraeducator/Evaluator/Personnel File