



Williamston Community Schools Paraprofessional Evaluation

Thank you for serving as a paraprofessional and supporting our learners. Paraprofessionals are school employees who assist in supporting students under the supervision of a licensed professional, such as a teacher. There are different types of paraprofessionals. Some paraprofessionals will be assigned to support students in a general education classroom, while others may be assigned to a specific student to support their individualized education plan. Additionally, some paraprofessionals are assigned to provide school-wide support for academics (MTSS) or behavior (RTC).

Regardless of your assignment, all paraprofessionals will be evaluated by their administrator in the following domains:

- Professional Skills:** This domain includes your ability to adhere to established procedures and protocols. The essential duties for your assignment are outlined in the Paraprofessional Responsibilities Document, which has been provided to you.
- Work Habits:** This domain includes your performance of assigned duties and responsibilities. Organization, time management, and responsiveness to student needs are some of the areas where your work habits are evident.
- Relationships:** This domain includes your ability to establish and maintain collegial relationships with other district staff, including supervisors. Confidentiality is paramount in all communications regarding students.
- Student Interactions:** This domain includes your ability to provide appropriate supports for students. This includes providing academic support, fostering independence, and interacting in a caring, patient, respectful manner, while maintaining appropriate boundaries.

Your year-end effectiveness rating will be determined by your administrator with input from any supervisory staff to which you are assigned. You will also complete a self-reflection to provide evidence of your areas of strength, as well as focus areas for future growth.

Once again, thank you for your service to Williamston Community Schools and to our students. Please reach out to the teacher(s) you will be supporting and your building administrator at any time that you need support or clarification of your responsibilities.

Williamston Community Schools

Paraprofessional Evaluation Checklist

Paraprofessional: _____

Evaluator: _____

RATING SYSTEM: P = Proficient (ALL indicators are checked)_
 M = Making Progress (1 indicator is not checked)
 A = Area of Concern (2 or more indicators are not checked)_

DOMAIN 1: Professional Skills

<input type="checkbox"/> Demonstrates effective academic and behavioral support techniques <input type="checkbox"/> Performs essential duties outlined in the Paraprofessional Responsibilities document <input type="checkbox"/> Adheres to established building, program, and/or classroom motivational and behavioral strategies	P M A
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DOMAIN 2: Work Habits

<input type="checkbox"/> Well organized maintains consistent attendance and punctuality and uses time effectively <input type="checkbox"/> Adaptable, flexible and willing to assist in daily and emergency situations <input type="checkbox"/> Shows a commitment to assigned position and program	P M A
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DOMAIN 3: Professional Relationships

<input type="checkbox"/> Supportive and cooperative with all professional and support staff <input type="checkbox"/> Maintains professional boundaries and follows the district confidentiality policy concerning students and staff <input type="checkbox"/> Communicates effectively, and appropriately with colleagues	P M A
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DOMAIN 4: Student Interactions

<input type="checkbox"/> Provides appropriate support to maintain a positive and challenging learning environment <input type="checkbox"/> Daily interactions with students display appropriate patience, warmth, and caring <input type="checkbox"/> Respectful, fair, impartial, and maintains appropriate boundaries <input type="checkbox"/> Encourages student's independence	P M A
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Feedback:

Opportunities for Growth:

Employee Signature: _____ Date: _____
 Evaluator Signature: _____ Date: _____

Williamston Community Schools
Paraprofessional Evaluation
Self-Reflection Form

Paraprofessional: _____

As you reflect on this school year, please provide specific examples of your performance in each of these domains.

DOMAIN 1: Professional Skills

Areas of strength:

Opportunities for growth:

DOMAIN 2: Work Habits

Areas of strength:

Opportunities for growth:

DOMAIN 3: Professional Relationships

Areas of strength:

Opportunities for growth:

DOMAIN 4: Student Interactions

Areas of strength:

Opportunities for growth:

Paraprofessional Performance - Teacher Input Form

Please use this form to provide feedback on the performance of any paraprofessional with whom you work. Please comment on the paraprofessional's job performance for each domain description.

* Required

Email address *

1. Paraprofessional's Name *

DOMAIN 1: Professional Skills

This domain includes the ability to adhere to established procedures and protocols. Professional skills are demonstrated through performance of the specific required tasks of the current assignment.

2.

DOMAIN 2: Work Habits

This domain includes performance of assigned duties and responsibilities. Organization, time management, and responsiveness to student needs are some of the areas where work habits are evident.

3.

DOMAIN 3: Professional Relationships

This domain includes the ability to establish and maintain collegial relationships with other district staff, including supervisors. Confidentiality is paramount in all communications regarding students.

4.

DOMAIN 4: Student Interactions

This domain includes the ability to provide appropriate supports for students. This includes providing academic support, fostering independence, and interacting in a caring, patient, respectful manner, while maintaining appropriate boundaries.

5.

Send me copies of my responses.

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