

Paraprofessional Staff Development Log

This form has been developed to help paraprofessionals maintain a record of their staff development activities and hours needed to comply with Pennsylvania Special Education regulations. Easton Area School District Paraprofessionals are required to use this format to submit their hours to the Human Resources Department.

Effective July 1, 2008

- Each school entity, charter school and cyber charter school must provide evidence of 20 hours **annually** of staff development activities related to a paraprofessional's assignment.
- The paraprofessional will be responsible for showing documentation of the 20 hours to the employing public entity **annually**.
- This requirement applies to all Special Education paraprofessionals as well as instructional assistants, personal care aides and behavior aides.

In the spaces provided, fill in the information for each staff development activity you have attended, including but not limited to: in-service workshops provided by your district or IU, PaTTAN-sponsored trainings or college coursework. Be sure to keep any documentation received as a result of attending training activities such as certificates of attendance or grade records.

Date	Title of Training or Activity	Presenter or Sponsoring Agency	# of Hours	Knowledge and Skills

Paraprofessional's Name _____ (Please Print)

*****See Reverse Side for Knowledge and Skills**

Principal's Signature _____ Date _____

Due Dates to HR: January March June

Performance-based standards include statements of the knowledge and skills needed by paraprofessionals to work successfully in educational environments. Standards for knowledge and skill competencies are the foundation for pre-service preparation, ongoing professional development, and performance assessment of paraprofessionals.

The Bureau of Special Education, Pennsylvania Department of Education endorses the use of these ten Council for Exceptional Children (CEC) performance-based standards and their corresponding required knowledge and skills, as they define the basic content for the initial preparation and practice of paraprofessionals.

- Paraeducator Standard #1: Foundations of Special Education
- Paraeducator Standard #2: Development and Characteristics of Learners
- Paraeducator Standard #3: Individual Learning Differences
- Paraeducator Standard #4: Instructional Strategies
- Paraeducator Standard #5: Learning Environments and Social Interactions
- Paraeducator Standard #6: Language
- Paraeducator Standard #7: Instructional Planning
- Paraeducator Standard #8: Assessment
- Paraeducator Standard #9: Professional and Ethical Practice
- Paraeducator Standard #10: Collaboration

Note:

Training hours must relate to an individual's assignment and align with at least one of the ten Paraeducator standards listed above. Please refer any questions to your Building Principal or the Human Resources Department.