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| **Monroe One BOCES – PARAPROFESSIONAL ASSOCIATION EVALUATION** | |
| **TEACHER/SUPERVISOR INPUT** | |
| Name: | School Year: |
| Department/Program: | Date of Evaluation: |
| Assignment/Teacher: | Supervisor/Administrator: |

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| **EVALUATION AREA**  *(Please note: Comments are optional)* | Not  Acceptable  **1** | Needs  Improvement  **2** | Effective  **3** | Highly  Effective  **4** | Exceptional  **5** |
| **Promptness:** Ready to begin work in assigned location and works assigned hours.  *Comments:* |  |  |  |  |  |
| **Maintains confidentiality:** Maintains confidentiality for staff and students. (Including: social media, interactions in the community, not sharing information outside of the classroom)  *Comments:* |  |  |  |  |  |
| **Personal appearance:** Appropriately dresses for the assignment. Follows the program dress code (Including: indoor/outdoor activities, pool, CBI, etc.)  *Comments:* |  |  |  |  |  |
| **Positive attitude:** Demonstrates a positive attitude and commitment toward work.  *Comments:* |  |  |  |  |  |
| **Understands and fulfills roles and responsibilities:** Understands job roles and responsibilities (Follows student IEPs and BIPs, helps student(s) to improve his/her sense of responsibility)  *Comments:* |  |  |  |  |  |
| **Follows teacher, administrative, and support staff direction:** Does what is expected and/or asked and abides by administrative and teacher decisions.  *Comments:* |  |  |  |  |  |
| **Appropriately manages students’ behavior:** Treats students in a respectful and consistent manner, and appropriately manages students’ behavior with good judgment. Supports classroom, school rules, and expectations.  *Comments:* |  |  |  |  |  |
| **Job knowledge:** Understands job and what is expected as a BOCES paraeducator, notetaker, sign skills coach, job coach. Understands and executes duties per job description.  *Comments:* |  |  |  |  |  |
| **Able to do physical tasks and approved intervention techniques (when appropriate):**   * Performs all physical tasks as required by position including: walking, lifting, and moving students * Able to participate in approved Therapeutic Crisis Intervention training   *Comments:* |  |  |  |  |  |
| **Organizational skills:** Organizes and performs tasks effectively and efficiently.  *Comments:* |  |  |  |  |  |
| **Communication with staff:** Maintains open and appropriate communication with others including school staff.  *Comments:* |  |  |  |  |  |
| **EVALUATION AREA**  *(Please note: Comments are optional)* | Not  Acceptable  **1** | Needs  Improvement  **2** | Effective  **3** | Highly  Effective  **4** | Exceptional  **5** |
| **Communication with students:** Communicates information and expectations clearly and respectfully. Demonstrates good listening skills.  *Comments:* |  |  |  |  |  |
| **Works well with others:** Is adaptive, flexible, and works harmoniously with staff and students. Is a good role model.  *Comments:* |  |  |  |  |  |
| **Maintains appropriate boundaries:** Uses good judgment and maintains appropriate student/staff boundaries.  *Comments:* |  |  |  |  |  |
| **Attends meetings:** Attends all required meetings as expected or directed.  *Comments:* |  |  |  |  |  |
| **Uses email:** Uses BOCES email system regularly to communicate and to remain informed regarding BOCES operations.  *Comments:* |  |  |  |  |  |
| **Uses technology in appropriate manner:**   * Uses technology to assist students. * Uses school technology appropriately and to enhance work activity. * Uses personal technology devices appropriately.   *Comments:* |  |  |  |  |  |

**Teacher/Supervisor Comments/Suggestions:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Supervisor/Administrator Comments/Suggestions:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Paraprofessional Unit Member Signature Date Teacher Signature Date**

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**Supervisor/Administrator Date**