

# SUPERVISORY OUTCOME 2 EVALUATION OF AN INSTRUCTIONAL AIDE

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FOR EDLP/SUPERVISION 2

PROFESSOR BUNDY

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Junibel Santiago and

**Junie Rivera-  
Santiago >**



They should have

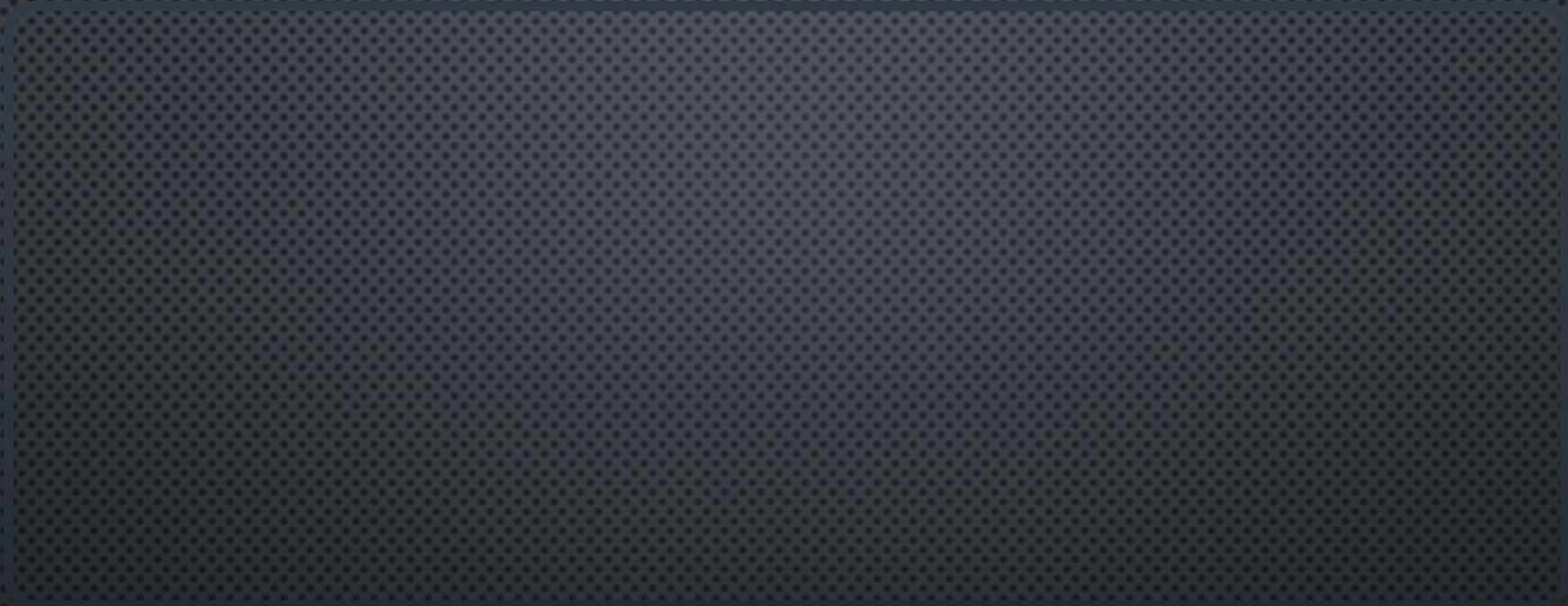
- general knowledge of the practices, methods and techniques used in the teaching of special education population;
- ability to maintain files and information;
- skill in the use of classroom and instructional equipment;
- ability to operate audio visual, standard office, word and data processing equipment;
- ability to operate adaptive equipment;
- ability to establish and maintain effective working relationships with teachers, parents, students, and administrators.

## PRE-K HANDICAPPED CLASSROOM

- JUNY RIVERA IS AN EXCEPTIONAL IA.
- WORKS AS LEAD IA IN A PRE=K  
HANDICAP SELF-CONTAINED  
ENVIRONMENT
- SHE SAID SHE NO LONGER IS  
EVALUATED IN THIS SCHOOL

## ADDITIONAL RESPONSIBILITIES

Assisting classroom teacher in performing specific duties as assigned or undertaking specialized tasks to achieve and enhance instructional and behavioral objectives is the main objective that I was able to witness during my observation since the teacher in the room was out on that particular day.



AS I WATCHED HER WORK, JUNY WAS PATIENT AND MINDFUL OF EACH OF THE STUDENTS IN HER CARE

SINCE THERE WAS CURRENTLY NO EVALUATIVE TOOL USED ON THE IA 'S IN OUR BUILDING, I FOUND MYSELF REMEMBERING MY EXPERIENCE AS A IA IN A SIMILAR P RE-ENVIRONMENT.

THE TEACHER WAS OUT ON THE DAY I OBSERVED THE IA (TEAM OF IA'S). THIS IS A CHALLENGING GROUP OF STUDENTS TO TEACH FOR THAT REASON I WAS IMPRESSED WITH THE WORK THEY WERE DOING SUCCESSFULLY WITH THEM.

# Physical Responsibilities include:

Significant standing; some walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Must have the ability to lift 60 lbs. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

- OT IS OVERLOADED

ONE STUDENT NEEDED A VEST.

SHE SAID "PUT YOUR FINGER ON YOUR LIPS" TO QUIET THE ROOM.

My takeaway was that Ms. Rivera and the team of other IA's encountered displayed a level of dedication that represents the core of responsibility and a sense of CALLING. The students knew what was expected of them. This to me was very telling of the job they are doing.

The students would have indicated that the IAs were not doing their job. Instead the students trusted them completely.

## Instructional Assistant Performance Evaluation Tool

O-Outstanding

C- Commendable

S- Satisfactory

NI- Needs Improvement

U-Unsatisfactory

1. Has Good Hardworking relationship with Staff and Children
2. Performs duties skillfully
3. Accepts Constructive Criticism
4. Is Healthy and has a professional appearance
5. Is dependable, prompt, and conscientious in the execution of responsibilities
6. Gives Evidence of Professional growth and development

I rated her as Outstanding on all 6 areas.

PRAISE- She has so much information and knowledge as an IA that she was given the task of teacher OFTEN when teachers are absent. She utilize her expertise for each student and works well with the other IAs in the room to create a healthy learning environment to the students in her care. She is very collaborative and flexible, despite the heavy workload.

POLISH – Ms. Rivera could take on more leadership opportunities in the classroom with the other IA's to benefit the entire room.

- ADJUSTMENTS TO EVALUATION TOOL BECAUSE IT IS OUTDATED AND LOOKS VERY SKIMPY.

THE SCHOOL ADMINISTRATION  
NEEDS TO PROVIDE  
EVALUATIONS TO THE IA.

HANDS ON WORK WITH STUDENTS



Improve and add value to the work IAs are doing and encourage more exposure to PD and enrichment classes.

# One FINAL thought...



AS I MOVE INTO THE REALM OF ADMINISTRATION, I HAVE BEEN PLEASANTLY SURPRISED BY HOW MUCH MY PRIOR KNOWLEDGE (CONNECTED THROUGH PAST EXPERIENCES IN THE FIELD OF EDUCATION) HAS HELPED ME IN THE OBSERVATION AND EVALUATION PROCESS.

Me with my student Jimmy when I was a one-to-one para in a suburban district years ago!