

**PARAPROFESSIONAL QUALIFICATIONS & TRAINING REQUIREMENTS  
EVALUATION POLICY**

All instructional paraprofessionals employed by this school district must work under the direct supervision of a properly certificated staff member for the areas they are providing support. Paraprofessionals cannot serve as the teacher of record and may not provide direct instruction to a student unless the paraprofessional is working under the direct supervision of a teacher. In order to serve as an instructional paraprofessional in this school district, individuals must meet the requirements set forth below. Individuals who do not meet the qualification requirements will be considered school or classroom aides.

**QUALIFICATIONS OF INSTRUCTIONAL PARAPROFESSIONALS**

Every instructional paraprofessional hired by the district must possess the following qualifications:

1. High school diploma, or general equivalency diploma (GED) or a recognized equivalent; and
2. Demonstrate through a state approved academic assessment knowledge of and the ability to assist in instructing or preparing students to be instructed as applicable to the academic areas they are providing support in; or
3. Obtained an associate's or higher postsecondary degree; or
4. Have completed at least two (2) years of study at an accredited postsecondary educational institution.

**REQUIRED TRAINING AND EVALUATION FOR ALL INSTRUCTIONAL  
PARAPROFESSIONALS**

The district will train all paraprofessionals based on Idaho paraprofessional standards adopted by the State Department of Education.

**EVALUATIONS**

All paraprofessionals will receive an annual evaluation using the MHSD 193 Paraprofessional Evaluation Form. The evaluation may be completed by the paraprofessional's classroom teacher or the building administrator.

In the event an employee does not meet the expectations of the school building administrator or district administration, he or she will be discharged from employment or reassigned.

**EXCEPTION FOR NON-INSTRUCTIONAL PARAPROFESSIONALS AND OTHER  
CLASSIFIED POSITIONS**

The requirements set forth in this policy do not apply to non-instructional paraprofessionals and other classified positions, including, but not limited to, providing technical support for computers,

providing personal care services, maintenance, custodial, kitchen staff, or clerical duties. Additionally, the qualifications do not apply to staff members who primarily work as translators and are proficient in English and another language or have instructional support duties that consist solely of conducting parental involvement activities.



**LEGAL REFERENCE:**

Idaho Code 33-511, 33-518

34 CFR 200.58

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