The Personal Planner & Training Guide for the ParaEducator, 2nd Ed.

Item Number 141030
Intended User Paraeducator
Funding Title I - Part A, Title II - Part A, Title III, Title V - Part A, IDEA 2004
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Format 3-ring binder

Description
This 140-page guide includes fundamental information, guidelines, and proven strategies to help paraeducators improve their day-to-day effectiveness in working with both students and teachers.

Benefits
• Helps new paraeducators understand their duties and responsibilities.
• Prepares both new and veteran paraeducators to effectively support students with a variety of disabilities and special needs.
• Equips paraeducators with basic tips and strategies for implementing accommodations, managing the classroom, and collecting data (some of their most important responsibilities).
• Prepares paraeducators to handle common situations that may arise with other adults (teachers, parents, etc.).
• Gives paraeducators a tool to keep with them at school as a reference (when they need it most).

Features
• Includes fundamental information about student services, inclusion, confidentiality, and paraeducator responsibilities.
• Describes the disability categories listed under IDEA and offers general instructional strategies for working with students who have these disabilities.
• Every page includes space for notes.
• Includes an Appendix with forms, references, and glossary.

Section 1: Understanding Inclusion and Special Services
• Covers the history of special education and inclusion, official vs. immediate supervisors, IEPs, Section 504 plans, confidentiality, and paraeducators’ roles and responsibilities.
• Explains different educational placements (general education, inclusive classroom, resource room, self-contained, etc.).
• Reviews Form 1: Classroom Schedule.

Section 2: Working with Students
• Reviews the major student support programs: Title I, ESL, At-Risk, Special Education.
• Describes the disability categories recognized by IDEA and offers instructional strategies for working with students with these disabilities.
• Discusses confidentiality, student information, accommodation and modification strategies, and collecting student data.
• Reviews Forms 2 through 13 throughout the section.

Number of Books Standard Price for Para PD
of Volume Price Now! Customers
1-9 $24.95 $23.50
10-49 $23.95 $22.50
50-99 $22.95 $21.50
100-299 $21.95 $20.50
300+ $20.95 $19.50

Prices subject to change without notice.
Section 3: Working with Adults

- Discusses the paraeducator-teacher relationship, communication skills, and implementation of IEPs.
- Covers how to handle common problem situations related to teachers and parents.
- Explains how paraeducators should plan for instruction.

Section 4: Appendix—Forms, References, Glossary

- The Glossary and Abbreviations section at the end is extremely helpful for paraeducators.

Related Products

Online Courses
- 146010: ParaEducator PD Now!
- 156020: ESL PD Now!

Books

PDXpert Collection Workshop Modules
- 113555: Ensuring Confidentiality in Special Education
- 113605: Inclusion 1: Understanding the Role of Inclusion in Today’s Classroom
- 113615: Inclusion 3: Understanding Instructional and Curricular Modifications
- 113650: Meeting the Challenges of Working with Gifted Students
- 113715: Students with Special Needs: Preparing Adolescents for Adulthood
- 113720: Supporting Students with Speech and Language Impairments
- 113730: Teaching Students with Asperger’s Syndrome
- 113800: Tips and Tactics for Teaching Students with Disabilities
- 113805: Tips and Tactics for Working with English Language Learners
- 113815: Tips and Tactics for Working with Students with Mental Health Disorders
- 113825: Understanding Autism and Asperger’s Syndrome
- 113860: Using Assistive Technology to Adapt the Classroom for Students with Special Needs
- 113885: Working with Students Who are Deaf, Hard of Hearing, Have Low Vision, or Are Blind
- 113560: How to Influence Student Behavior and Enforce Discipline

Awards
- 240042: Dragonfly Lapel Pin
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- 254300: Dragonfly Notepad