

Paraprofessional

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Summary

Dedicated instructional paraprofessional supporting students with autism and learning disabilities in inclusion settings, skilled in implementing IEP accommodations and reinforcing teacher-led instruction one student at a time.

Experience

Special Education Paraprofessional, Westbrook Elementary School 2020 – Present
City, ST

- Provided one-on-one support to a nonverbal second-grader using a picture-exchange system, expanding independent requesting from 3 to 20 daily exchanges.
- Implemented accommodations from 14 active IEPs under teacher direction, documenting progress in daily data sheets for case managers.
- Ran a small reading-fluency group of four students, raising their words-per-minute averages by 28% over a semester.
- De-escalated behavioral episodes using each student's BIP, reducing one student's classroom removals from weekly to monthly.
- Prepared and adapted classroom materials into large-print and simplified formats for three students with visual and processing needs.
- Supervised toileting, feeding, and mobility support for students with physical disabilities while preserving their dignity and routine.
- Logged service minutes accurately so the district stayed compliant with every student's IEP-mandated support time.

Instructional Aide, Greenfield Middle School 2018 – 2020
City, ST

- Assisted a sixth-grade math teacher with a 30-student inclusion class, circulating to keep five IEP students on task.
- Proctored modified assessments in a separate setting for students entitled to extended time.
- Tracked behavior-point sheets for eight students and reviewed weekly trends with the special-education team.
- Covered lunch and bus-loading duty for students needing supervision, with zero safety incidents over two years.
- Reinforced reading-intervention software lessons, helping students log the daily minutes their plans required.
- Translated routine parent notices into Spanish for three families to keep communication consistent.

Education

Associate of Arts in Liberal Studies, Coursework in child development and education and psychology. 2016 – 2018
Community College — City, ST

Certifications & Licenses

ParaPro Assessment (ETS) · CPR/First Aid Certification · Crisis Prevention Intervention (CPI)

Skills

One-on-one student support · IEP accommodation delivery · Behavior intervention plans · Small-group instruction · Progress data collection · Assistive technology · Material adaptation · Personal-care assistance · Crisis de-escalation · Inclusion support · Modified-assessment proctoring · Bilingual family communication