

# SMART Goal Setting Framework

S	M	A	R	T
Specific	Measurable	Achievable	Relevant	Timeframe
<p>Are the performance goals <i>specific</i>?</p> <p>A general statement such as “improve student results” does not provide enough definition about the focus area and measure of improvement.</p>	<p>Can you <i>measure</i> the performance goals?</p> <p>If the goal cannot be measured in some way, there is no way of determining whether the goal has been achieved.</p>	<p>Are the performance goals <i>achievable</i> and within reach?</p> <p>Is the <i>professional learning and support</i> required available to achieve the performance goals?</p>	<p>Are the performance goals <i>relevant</i>?</p> <p>How do they contribute to <i>faculty/stage goals and the strategic planning areas of the school</i>?</p> <p>How do they reflect to the <i>Australian Professional Standards for Teachers</i>?</p> <p>When the goals are achieved consider how they help to <i>improve student outcomes</i>.</p>	<p>Is there an <i>appropriate timeframe</i> within which the performance goals may be achieved?</p> <p>Consider what professional learning <i>milestones</i> will be put in place over this timeframe.</p>

The SMART framework may be used as a discussion tool in relation to goal setting and the Performance and Development Plan process.

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## Goal Setting Sentence Starters:

Consider the language used – it should be specific to the GOAL, not the strategy. Goals can be framed as statements **or** questions:

- I will develop/further develop... *How will I develop/further develop?*
- I will enhance... *How will I enhance?*
- I will improve... *How will I improve?*
- I will build my capacity to... *How will I build my capacity to?*
- I will develop my capabilities to... *How will I develop my capabilities to?*

## Sample goal for a classroom teacher:

### As a statement:

**I will build my capabilities** to utilise a range of 21C learning tools in my content delivery so that student engagement increases in my classes.

### As a question:

**How will I enhance and further develop my capabilities** to utilise a range of 21C learning tools in my content delivery so that student engagement increases in my classes?

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## Professional Development Plan – Goal Setting Draft Sample for Classroom Teacher

What do I want to achieve?	Goal and Standards	Evidence (Data)	Professional Learning
<p><b>A better understanding of how to use and apply a diverse range of 21C tools and strategies to improve my pedagogy and the overall delivery of content to my classes.</b></p> <p><b>The ultimate aim is to achieve <i>improved and student engagement</i> as a result.</b></p>	<ul style="list-style-type: none"> <li>How will I enhance and further develop my capabilities to utilise a range of 21C learning tools in my content delivery so that student engagement increases in my classes?</li> </ul> <p><b>This goal is linked to Standards: 2.6.2, 3.3.2, 3.4.2</b></p>	<ul style="list-style-type: none"> <li>Student voice – evaluations and feedback</li> <li>Lesson observations (and peer teaching experiences)</li> <li>Class based data – participation/interest, attendance, submission of tasks, Moodle use, BYOD use, student self-reflection, reduction in negative follow up (letters home)</li> <li>Task results (comparison over time) + external results related to KLA</li> <li>Parent feedback</li> </ul>	<ul style="list-style-type: none"> <li>Lesson observations of others in school (and other schools) using 21C tools in innovative ways.</li> <li>Online training (Adobe Connect sessions with Microsoft and The Classroom Program).</li> <li>Join Technology Team and attend “Brekky with a Techy” PL sessions. Join 21C Yammer group.</li> <li>Demonstrate new 21C tools to other interested staff.</li> <li>Attend Office 365 and GAFE professional learning when available.</li> </ul>

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## Professional Development Plan – Goal Setting Draft

What I want to achieve	Goal and Standards	Evidence (Data)	Professional Learning
	<p>This goal is linked to Standards:</p>		