|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S** | **M** | **A** | **R** | **T** |
| **Specific** | **Measurable** | **Achievable** | **Relevant** | **Timeframe** |
| **Are the performance goals *specific*?**  A general statement such as “improve student results” does not provide enough definition about the focus area and measure of improvement.  **Consider the language of the goals:**  *I will develop…*  *I will build my capabilities to…*  *I will improve…*  *I will enhance…* | **Can you *measure* the performance goals?**  If the goal cannot be measured in some way, there is no way of determining whether the goal has been achieved.  What **evidence** of your practice have you identified as showing how you will work towards and achieve your goals?  How will lesson observations provide evidence of your goals? | **Are the performance goals *achievable* and within reach?**  **Is the *professional learning and support* required available to achieve the performance goals?**  Have you considered a **range** of professional learning options?  Are the associated budgets / resources realistic? | **Are the performance goals *relevant*?**  **How do they contribute to *faculty/stage goals and the strategic planning areas of the school?***  **How do they reflect to the *Australian Professional Standards for Teachers?***  When the goals are achieved consider how they help to *improve student outcomes.* | **Is there an *appropriate* *timeframe* within which the performance goals may be achieved?**  Consider what professional learning *milestones* will be put in place over this timeframe.  Should your goal/s be more focused or detailed for the relevant PDF cycle?  Do you have an accreditation deadline to consider? |

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

**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** |
| 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.  The ultimate aim is to achieve *improved and student engagement* as a result. | * 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?   **This goal is linked to Standards:**  **2.6.2, 3.3.2, 3.4.2** | * Student voice – evaluations and feedback * Lesson observations (and peer teaching experiences) * Class based data – participation/interest, attendance, submission of tasks, Moodle use, BYOD use, student self-reflection, reduction in negative follow up (letters home) * Task results (comparison over time) + external results related to KLA * Parent feedback | * Lesson observations of others in school (and other schools) using 21C tools in innovative ways. * Online training (Adobe Connect sessions with Microsoft and The Classroom Program). * Join Technology Team and attend “Brekky with a Techy” PL sessions. Join 21C Yammer group. * Demonstrate new 21C tools to other interested staff. * Attend Office 365 and GAFE professional learning when available. |
| Professional Development Plan – Goal Setting Draft | | | |
| What I want to achieve | **Goal and Standards** | **Evidence (Data)** | **Professional Learning** |
|  | **This goal is linked to Standards:** |  |  |