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| --- | --- | --- | --- | --- |
| **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 DraftSample 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.
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| Professional Development Plan – Goal Setting Draft |
| What I want to achieve | **Goal and Standards** | **Evidence (Data)** | **Professional Learning** |
|  | **This goal is linked to Standards:** |  |  |