**Generating SMART Goals**

**Goal Writing Thinking Sheet**

Morning Reflection-

**1st Prioritized Indicator of Student Success** → \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present State →

* Quantitative Data-

* Qualitative Data-

Root Cause Analysis→

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Problem Statement → \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2nd Prioritized Indicator of Student Success** → \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present State →

* Quantitative Data-

* Qualitative Data-

Root Cause Analysis→

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Problem Statement → \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Goal Setting**

**Problem 1**

**Desired State** → \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How far are you from your desired state?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SMART Goal 1-**

| **SMART Goals should...**   * Begin with a verb * Clearly define the measure by using an *x to y by when* structure * Focus on ‘what’ and not ‘how’ * Be achievable | |
| --- | --- |
| **Specific**- Is your goal defined, detailed, and clear? Is it connected to your data? |  |
| **Measurable**- Is your goal measurable? |
| **Achievable**- Is this something you can accomplish? What resource implications exist? |
| **Relevant (Result-Based)**- Is it realistic? Will it help move the outcomes and vision? Will it drive results? Is it based on your data? |
| **Time Bound**- Is there a clear deadline? |

**Goal Writing Feedback:**

**Problem 2**

**Desired State** → \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How far are you from your desired state?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SMART Goal 2-**

| **SMART Goals should...**   * Begin with a verb * Clearly define the measure by using an *x to y by when* structure * Focus on ‘what’ and not ‘how’ * Be achievable | |
| --- | --- |
| **Specific**- Is your goal defined, detailed, and clear? Is it connected to your data? |  |
| **Measurable**- Is your goal measurable? |
| **Achievable**- Is this something you can accomplish? What resource implications exist? |
| **Relevant (Result-Based)**- Is it realistic? Will it help move the outcomes and vision? Will it drive results? Is it based on your data? |
| **Time Bound**- Is there a clear deadline? |

**Goal Writing Feedback:**

**Goal Writing Tip Sheet**

Transitioning from Data Analysis to Setting Goals: Guiding Questions

* What does the data tell you?
* What specifically do you want to address by generating this goal?
* What is the current state for this goal? What is your desired outcome?
  + How much of a gap do you have to reach your goal?
    - X (current state) to Y (desired state)

**What is a SMART Goal?**

**Specific**- Is your goal defined, detailed, and clear? Is it connected to your data?

**Measurable**- Is your goal measurable?

**Achievable**- Is this something you can accomplish? What resource implications exist?

**Relevant (Result-Based)**- Is it realistic? Will it help move the outcomes and vision? Will it drive results? Is it based on your data?

**Time Bound**- Is there a clear deadline?

**SMART Goals should...**

* Begin with a verb
* Clearly define the measure by using an *x to y by when* structure
* Focus on ‘what’ and not ‘how’
* Be achievable

**Moving from District SMART Goals to Building SMART Goals:**

* Each building should set goals based on their data that work to move the system/district goal forward.
* Building goals must also be SMART and follow the *x to y by when* structure.

Note-

* Buildings can be grouped by age band, need, etc.
  + Each building does not need its own unique goal; meaning, building goals can be the same across multiple buildings especially for larger systems.

**Goal Setting**

Begin by filling in district guiding statements as well as the problem statements that were developed during phase 1. Consider the

connections necessary between all levels as you develop goals for your district and buildings. Goals are intended to be written as

SMART goals and can include the phrase “from X to Y by When”.

  

   