

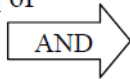
Manchester School District – PDMP – Form 3, Goal Writing Guidelines

When looking at Form 3 and developing goals, educators should consider **both** columns as the entire goal with the SMART criteria in mind.

Knowledge of ‘each certification area’

Example 1: Mathematics, 7 – 12 (Middle School Teacher)

3. List at least one SMART goal for knowledge of each certification area.



Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

Area 1: *To increase my knowledge of and utilization of manipulatives in the math classroom.*

Area 1: *Students will be able to visually represent and interpret mathematical operations, which will improve understanding of mathematical concepts and performance on assessments by at least 5% over current performance levels. Evidence will include pre/post assessment data, formative and summative and assessment data, and student feedback.*

Area 2:

Area 2:

Area 3:

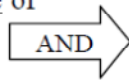
Area 3:

Is this goal SMART?

S	specific, significant, stretching	YES
M	measurable, meaningful, motivational	YES
A	attainable, agreed upon, achievable, action-oriented	YES
R	realistic, relevant, reasonable, rewarding, results-oriented	YES
T	time-based, timely, tangible	YES

Example 2: Visual Arts Education, K - 12 (High School Teacher)

3. List at least one SMART goal for knowledge of each certification area.



Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

Area 1: *To implement digital art tools and imaging techniques into the art classroom.*

Area 1: *Digital art is a 21st Century skill and art form that will enhance students' understanding of basic art concepts and increase student engagement. Student enrollment in Art classes will increase by 5%, and student performance on summative assessments will increase by 5% over current performance. Student work and feedback will be collected as evidence.*

Area 2:

Area 2:

Area 3:

Area 3:

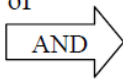
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A	attainable, agreed upon, achievable, action-oriented	YES
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Example 3: Elementary Education, K – 6 (Elementary Teacher)

3. List at least one SMART goal for knowledge of each certification area.



Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

Area 1: *To implement writers workshop in my classroom.*

Area 1: *Writers workshop is an evidence-based strategy that will improve students' reading and writing skills. 90% of students will achieve Level 3 (Proficient) or higher on the district-wide*

Area 2:

Area 2: *May writing prompt as a result.*

Area 3:

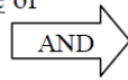
Area 3:

Is this goal SMART?

S	specific, significant, stretching	YES
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R	realistic, relevant, reasonable, rewarding, results-oriented	YES
T	time-based, timely, tangible	YES

Example 4: Principal, K – 12 (High School Principal)

3. List at least one SMART goal for knowledge of each certification area.



Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

Area 1: *To increase my knowledge in the analysis and use of assessment data to inform curricular and instructional reform decisions.*

Area 1: *Identifying needed areas of improvement is the first step in the process - defining how to improve those areas is the difficult part, but is the only part that will impact student achievement.*

Area 2:

Area 2: *By making adjustments to the curriculum and/or instructional strategies, student performance on both local and state assessments will improve. Evidence will also include any*

Area 3:

Area 3: *revised curriculum documents, and evidence of implementation of instructional reform through classroom observation data.*

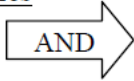
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T	time-based, timely, tangible	YES

Knowledge of ‘educational strategies and best practices’

Example 1: English, 5 – 12 (High School Teacher)

5. List at least one SMART goal related to developmentally appropriate educational strategies and best practices for your current position.



To increase my knowledge and use of differentiated instruction in the classroom.

Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

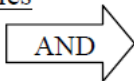
Even in levelled classrooms, students are at varying degrees of understanding. Differentiating instruction will ensure each student receives targeted instruction in their individual areas of need. Performance on district assessments will improve, and additional evidence will include lesson plans and examples of differentiated activities, and other assessments.

Is this goal SMART?

S	specific, significant, stretching	YES
M	measurable, meaningful, motivational	YES
A	attainable, agreed upon, achievable, action-oriented	YES
R	realistic, relevant, reasonable, rewarding, results-oriented	YES
T	time-based, timely, tangible	YES

Example 2: Elementary Education, K – 6 (Elementary Teacher)

5. List at least one SMART goal related to developmentally appropriate educational strategies and best practices for your current position.



To implement readers workshop in my classroom.

Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

Readers workshop is an evidence based strategy that will improve students' reading and writing skills. 85% of students will demonstrate a year's growth in reading, evidenced through Running Records, as a result.

Is this goal SMART?

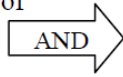
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Knowledge of ‘learners and learning’

Example 1: Emotional and Behavioral Disabilities, K – 12 (Middle School Teacher)

4. List at least one SMART goal for knowledge of learners and learning.



To improve my knowledge of classroom strategies I can implement to provide a safe, respectful environment for all students.

Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

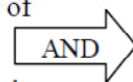
Student achievement is dependent to a great degree on school and classroom climate. Students who feel safe are: 1. More likely to come to school; student attendance may increase. 2. More likely to participate in class, so student participation may increase. Student performance on summative assessments will increase as a result.

Is this goal SMART?

S	specific, significant, stretching	YES
M	measurable, meaningful, motivational	YES
A	attainable, agreed upon, achievable, action-oriented	YES
R	realistic, relevant, reasonable, rewarding, results-oriented	YES
T	time-based, timely, tangible	YES

Example 2: Chemistry, 7 – 12 (High School Teacher)

4. List at least one SMART goal for knowledge of learners and learning.



To develop strategies to assist students with identifying and defining written, achievable academic goals for the school year.

Explain how this goal will **specifically improve student learning** and **what data/evidence you will collect**.

Individual and personal academic goals for students will encourage students to develop areas of individual strength and weakness. 100% of students will demonstrate growth (through assessments, both formative and summative, and self-reflections) towards at least one self-defined academic goal.

Is this goal SMART?

S	specific, significant, stretching	YES
M	measurable, meaningful, motivational	YES
A	attainable, agreed upon, achievable, action-oriented	YES
R	realistic, relevant, reasonable, rewarding, results-oriented	YES
T	time-based, timely, tangible	YES