

# SMART GOAL WORKSHEET

Write down your goal in as few words as possible.

My goal is: \_\_\_\_\_

**STEP 1: Make your goal SPECIFIC.** (*Who? What? When? Where? How?*)

Who: \_\_\_\_\_ Where: \_\_\_\_\_  
What: \_\_\_\_\_ Why: \_\_\_\_\_  
When: \_\_\_\_\_

**STEP 2: Make your goal MEASURABLE.** (*Where is the finish line?*)

True/False: \_\_\_\_\_ Number: \_\_\_\_\_  
Yes/No: \_\_\_\_\_ Percentage: \_\_\_\_\_

**STEP 3: Make your goal ATTAINABLE.** (*What resources are needed to be successful?*)

Items needed to achieve this goal: \_\_\_\_\_  
Time needed to achieve this goal: \_\_\_\_\_  
Things I need to learn more about to achieve this goal: \_\_\_\_\_  
People I can turn to for support in achieving this goal: \_\_\_\_\_

**STEP 4: Make your goal RELEVANT.** (*Why do you want to reach this goal?*)

This goal is important to me because: \_\_\_\_\_

**STEP 5: Make your goal TIME-BOUND.** (*What are some benchmarks and a final deadline for your goal?*)

I will reach my goal by (date): \_\_\_\_\_  
My halfway measurement will be: \_\_\_\_\_ on (date): \_\_\_\_\_  
Additional dates & milestones I'll aim for are: \_\_\_\_\_

Write down your newly developed SMART goal.

My goal is: \_\_\_\_\_  
\_\_\_\_\_

## Sample ESEA Project Goals

Academic Goal	Non-academic Goal	Family Engagement Goal
The goal is: <i>Increase NWEA math scores</i>	The goal is: <i>Improve student engagement</i>	The goal is: <i>Positive parent and school relationship</i>
<b>Specific</b> Who: <u>All students Grades 3-8</u> What: <u>5% increase</u> When: <u>6/30/19</u> Where: <u>Kirk School of Excellence</u> Why: <u>Adv. algebra by grade 8</u>	<b>Specific</b> Who: <u>7-8 Grade Students</u> What: <u>10% increase</u> When: <u>End of each "Season"</u> Where: <u>Godbout Middle School</u> Why: <u>Better student achievement</u>	<b>Specific</b> Who: <u>Parents of 9-12 students</u> What: <u>100 additional parents</u> When: <u>End 2019 school year</u> Where: <u>Corson High School</u> Why: <u>Better parent relationships</u>
<b>Measurable</b> True/False: <u>N/A</u> Yes/No: <u>N/A</u> Number: <u>N/A</u> Percentage: <u>5%</u>	<b>Measurable</b> True/False: <u>N/A</u> Yes/No: <u>N/A</u> Number: <u>N/A</u> Percentage: <u>10%</u>	<b>Measurable</b> True/False: <u>N/A</u> Yes/No: <u>N/A</u> Number: <u>100</u> Percentage: <u>N/A</u>
<b>Attainable</b> Items: <u>Training resources</u> Time: <u>One school year</u> Knowledge: <u>STEM instruction</u> Support: <u>Teachers</u>	<b>Attainable</b> Items: <u>Instructional/promotional</u> Time: <u>Fall-Winter-Spring</u> Knowledge: <u>N/A</u> Support: <u>Teachers/support staff</u>	<b>Attainable</b> Items: <u>Training/event supplies</u> Time: <u>One school year</u> Knowledge: <u>Engagement strategies</u> Support: <u>School/district admin</u>
<b>Relevant</b> The goal is important because: <u>We want more students to gain the necessary math skills and knowledge to enroll in advanced math classes at the high school level.</u>	<b>Relevant</b> The goal is important because: <u>Research indicates that students who participate in programs and activities beyond the regular school day have higher rates of achievement at the middle school level.</u>	<b>Relevant</b> The goal is important because: <u>Our research shows that students whose parents are actively engaged with the school perform better academically, stay in school longer, and have higher aspirations.</u>
<b>Time-Bound</b> Deadline: <u>6/30/19</u> Halfway target: <u>2.5% increase</u> Halfway date: <u>1/15/19</u> Other Milestones: <u>N/A</u>	<b>Time-Bound</b> Deadline: <u>6/30/19</u> Halfway target: <u>N/A</u> Halfway date: <u>N/A</u> Other Milestones: <u>Measure by season</u>	<b>Time-Bound</b> Deadline: <u>6/15/19</u> Halfway target: <u>50 new parents</u> Halfway date: <u>01/30/19</u> Other Milestones: <u>Monthly goals</u>
The <b>SMART</b> Goal is: <u>All students tested on the NWEA in math will increase their average RIT score by 5% to support the acquisition of skills and knowledge needed for students to enroll in advanced algebra by end of their grade 8 school year.</u>	The <b>SMART</b> Goal is: <u>Students in Grades 7-8 participating in the extra-curricular activities offered by the school will increase by 10% for each of the three seasons (fall, winter, spring) to better support student engagement and overall academic achievement.</u>	The <b>SMART</b> Goal is: <u>A total of 100 additional parents of 9-12 grade students will report having a positive relationship with the school and feeling engaged in their child's education by the end of the school year so that students educational needs are better supported in school and at home.</u>
ESEA Project Goal & Indicator <b>Proposed Outcome</b> 5% <i>Increase in average RIT score for all students taking the math NWEA assessment</i>  <b>Indicator Used</b> 2018-2019 NWEA assessment results	ESEA Project Goal & Indicator <b>Proposed Outcome</b> 10% <i>Increase in number of 7-8 Grade students participating in extra-curricular activities of the school</i>  <b>Indicator Used</b> Attendance/participation data	ESEA Project Goal & Indicator <b>Proposed Outcome</b> 100 <i>Additional parents will report a positive relationship with the school and being engaged in their child's education</i>  <b>Indicator Used</b> Parent Survey Results