

S.M.A.R.T COMMENTS & RECOMMENDATIONS

Specific	<p>It is important to offer a specific goal that is clear, if not, it will be difficult too general and out of reach. Answer the five "W" questions:</p> <ul style="list-style-type: none"> • What do I want to accomplish? • Why is this goal important? • Who is involved? • Where is it located? • Which resources or limits are involved?
Measurable	<p>It is important to include a goal with an imbedded measure so that you may track progress and stay motivated. You may ask yourself:</p> <ul style="list-style-type: none"> • How much? • How many? • How will I know when it is accomplished?
Attainable/ Achievable	<p>See if your goal is realistic considering the limitations and resources available to support the commend and recommendation. Setting an achievable goal will help you monitor growth over time.</p> <ul style="list-style-type: none"> • How can I accomplish this goal? • How realistic is the goal, based on other constraints, such as financial factors?
Relevant	<p>Ask yourself if the goal matters to you, to other parents in the systems, and to the vision of your partners leading programs at the local district and central district offices. A relevant goal can answer "yes" to these questions:</p> <ul style="list-style-type: none"> • Does this seem worthwhile? • Is this the right time? • Does this match our other efforts/needs? • Is it applicable in the current environment: budget, resources, students and staffing needs?
Time Based	<p>Identify a target date for the goal to provide an attainable win that is timely. You can organize a goal that includes:</p> <ul style="list-style-type: none"> • When? • What will the district achieve in a year? Two to three years?