*Canisteo-Greenwood PLC Goal Form*

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| **Team:** |  | **Minutes Taker:** |  |
| **Date:** |  | **Team Leader:** |  |
| **Time:** |  | **Location:** |  |
| **Members**  |

**PLC SMART Goals for 2019-20 School Year**

PLC teams will work together to create two SMART Goals for the 2019-20 School Year. Teams will look at their current curriculum needs and their current technology needs and outline areas that need growth. Teams will write ONE trackable curriculum goal and ONE trackable technology goal for the 2019-20 school year.

**Things to keep in mind as you are writing your goals:**

The goals should be attainable and be something that can be easily implemented in your classrooms and your daily instruction. Each team member should feel secure in the process of attaining your team goals. The goals that you create – should be needs based and will drive the Professional Development Plan for the district in 2019-20.

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|  | **Example Goals** |
| Example Curriculum Goal: | During the 2019-20 school year the 1st grade team will implement one of the Units of Study Writing Units and will collectively grade the summative assessment using the rubric from the chosen genre with student success at 85% mastery. The team will analyze this data by January 2020 and create a needs based plan for moving forward with the implementation of this writing curriculum. |
| Example Technology Goal: | During the 2019-20 school year each member of the 1st grade team will use the iPads for instruction a minimum of 3 times per week. Each member of this team will also use Microsoft 365 to share collaborative lessons, pacing guides, materials, handouts, and worksheets with the team – including bi-weekly collaborative discussions including student work through 365. All PLC agendas and notes will also be submitted and shared through One Drive on Microsoft 365.  |

**Curriculum Goal Planning Sheet**

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| **Step 1:** Write down your areas of need in as few words as possible. |  |
| **Step 2:** Make your goal detailed and SPECIFIC. How will you reach this goal?List 3 action steps | During the 2019-2020 school year  |
| **Step 3:** Make your goal MEASURABLE. |  |
| **Step 4:** Make your goal ATTAINABLEWhat do you need to do in order to successfully achieve your goal? |  |
| **Step 5:** Make your goal RELEVANT to your classroom and instructional needs. |  |
| **Step 6:** Make your goal TIMELY. Put a deadline on your goal and set some benchmarks throughout the school year. |  |
| **Goal**:  |

**Technology Goal Planning Sheet**

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| **Step 1:** Write down your areas of need in as few words as possible. |  |
| **Step 2:** Make your goal detailed and SPECIFIC. How will you reach this goal?List 3 action steps | During the 2019-2020 school year  |
| **Step 3:** Make your goal MEASURABLE. |  |
| **Step 4:** Make your goal ATTAINABLEWhat do you need to do in order to successfully achieve your goal? |  |
| **Step 5:** Make your goal RELEVANT to your classroom and instructional needs. |  |
| **Step 6:** Make your goal TIMELY. Put a deadline on your goal and set some benchmarks throughout the school year. |  |
| **Goal**:  |