We commit to reviewing these norms at every meeting, revising them as needed, and holding each other accountable for following them.

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| PLC Name: Date: Goal Setting Chart |
| **S**pecific | What are you going to do? What do you want to accomplish? Why is this important? |
| **M**easurable | What actions, products, accomplishments will help you know you are making progress? What will be the signal that your goal is achieved? |
| **A**ttainable | What specific plan will you follow? Do you have the time and resources to follow your plan? |
| **R**ealistic | What abilities and resources will you use to reach your goal? Is your goal challenging enough, but still attainable? |
| **T**imely | What is your target date for achieving your goal? |
| Progress Report on (date): | Where am I in reaching my goal? What else needs to be done? |
| Progress Report on (date): | Where am I in reaching my goal? What else needs to be done? |