SMART goal planning is a model to assist in creating measurable and achievable goals. See pages 165-166 in the National School Library Standards for more information on goal setting using the SMART model.

S.M.A.R.T Goals Worksheet

**Vision:** All students and staff will feel welcome in a diverse atmosphere of culture, technology, and academic ability and achievement.

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|  | | **Tips** | **Goal 1** |
| **S** | **Specific:** A specific goal is based on a Competency within the *AASL Standards Framework for School Librarians and Libraries (Chapters 3&4 in AASL National School Library Standards).* Specify competency in goal. | What am I do? When am I doing it? Why? Is this associated with the library facility, or me as the librarian? | Competency: II.D.2  School librarians explicitly lead learns to demonstrate empathy and equity in knowledge building within the global learning community by initiating opportunities that allow learners to demonstrate interest in other perspectives  Goal:  Create three different displays to showcase books that show diverse perspectives throughout the year.  Walk a Mile in Someone Else’s Shoes – September  Leaders of Color – February  Read with Pride - May |
| **M** | **Measurable:** A measurable goal is one that can be assessed with quantitative or qualitative data – or both. | How will you track your progress? What data can you obtain to provide evidence of growth or need? | Formative Assessment: Visually check how many books are being checked out from the display. (Also make sure each display has enough books to make the next display during purchasing times.)  Summative Assessment: Use the library report feature from the digital catalog to see which books and how many times the books were checked out. (If one display or perspective is popular, consider purchasing more books for the display for the next year.) |
| **A** | **Achievable:** An achievable goal is one that is narrow enough to be accomplished | How will you meet your goal? | Currently no book displays are being done. If a display is created and more than one of the books is selected for checkout per display, then the goal is achieved in year one. |
| **R** | **Realistic:** A realistic goal is one that can be accomplished given the current circumstances of the school library (budget, staff, schedule, etc.) | Are you excited about your goal? Is it something that can, realistically, be accomplished? Do you have the support needed to make a change? | Since my school is racially and sexually diverse, I believe the book displays would be supported by the administration. I may need to check with the Language Arts teachers and Social Studies at the beginning of the year to see if any of them do a biography project. That project could affect the timing of the Leaders of Color display. |
| **T** | **Timely:** A timely goal is one that can be accomplished within a set time period (one semester, one school year) and is relevant to the current school library priorities. | Have a deadline to meet goal. Is it a timespan that will keep you motivated? If not, chunk larger goals into smaller steps. | I would like to do each display for a month. A month before the next display or during a prior purchasing period, I need to check the number of books to see if there are any gaps in the collection for the display. This hopefully would allow enough time for new books to arrive and go through processing before it is time to start the next display. |