

Dear Fabulous Leader,
This deck includes 4 Faculty/Staff Goal Setting Meeting options based on this [resource](#). We have also included a meeting [warm-up](#) and a [worksheet](#) for faculty/staff to draft goals on paper, first, if you like.

For slides on how to explain goals see slide 22.

Make a **copy** so you
can adjust!



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Goal Writing Meeting

Creating space to pause, reflect, and get clear!



Option 1:
Draft, share, revise

Learning Goal

- Draft meaningful professional learning goals for the year

Today's Plan

- [Warm-Up](#) (10 minutes)
- Create draft goals (15 minutes)
- Share in small groups (30 minutes)
- Reflect on the conversation and finish your goals (10 minutes)

Small Group Protocol:

Sit in groups of 2-3 and select a timekeeper

Each person has 10 minutes to:

- Share a goal and how you came to it
- Then, ask:
 - 1. What do you value about my goal?
 - 2. What do you wonder about my goal?
 - 3. What advice do you have for me about achieving my goal?



Option 2:
Discuss theme, draft
and share

Learning Goal

- Draft meaningful professional learning goals for the year

Today's Plan

- [Warm-Up](#) (10 minutes)
- Discuss the theme in small groups (30 minutes)
- Create draft goals (15 minutes)
- Share a goal in trios (15 minutes)

Part One: Small Group Discussion

In your Theme Group, discuss:

- "Why did you select this theme?"
- "What challenges do you face regarding this theme?"
- "With respect to this theme, where do you feel stuck and where do you feel hopeful?"



Part Two:

Draft your goals in the Goals Wizard (15 minutes)

Share a goal (in trios):

- What is the goal and actions?
- What are your hopes and fears?



Option 3:
Model goal setting -- I
do, you do



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Learning Goal

- Draft meaningful professional learning goals for the year

Today's Plan

- [Warm-Up](#) (10 minutes)
- Full School process
 - Model goal setting one step at a time
 - Draft goals one step at a time
 - Share draft goals in pairs

Goal Setting Together

All log on to myFolio and click on your Profile

Leader Demonstrates:

- Click on Create a goal
- Select a Theme
- Add Challenges
- Fill out Your Starting Point
- Write Goal Question
- Add Action Items

Then, Faculty and Staff:

- Click on Create a goal
- Select a Theme
- Add Challenges
- Fill out Your Starting Point
- Write Goal Question
- Add Action Items



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Part Two:

Draft your goals in the Goals Wizard (15 minutes)

Share a goal (in trios):

- What is the goal and actions?
- What are your hopes and fears?



Option 4: Goal Interviews



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Learning Goal

- Draft meaningful professional learning goals for the year

Today's Plan

- [Warm-Up](#) (10 minutes)
- Sit in pairs and [interview](#) each other (30 minutes)
- Write goals into myFolio Goals Wizard (15 minutes)
- Debrief (5 minutes)

Goal Interview Pairs

Sit in Pairs and ask [these questions](#)

- Feel free to ask follow-up questions
- Talk freely—make the conversation rich, informative, and deep
- Avoid giving advice or asking leading questions—no matter what!



Part Two:

Draft your goals in the Goals Wizard (15 minutes)

Share a goal (in trios):

- What is the goal and actions?
- What are your hopes and fears?

Other helpful slides

- About good goals
- Sample goal questions



"Failure is an opportunity to grow"

GROWTH MINDSET

"I can learn to do anything I want"

"Challenges help me to grow"

"My effort and attitude determine my abilities"

"Feedback is constructive"

"I am inspired by the success of others"

"I like to try new things"

"Failure is the limit of my abilities"

FIXED MINDSET

"I'm either good at it or I'm not"

"My abilities are unchanging"

"I don't like to be challenged" "I can either do it, or I can't"

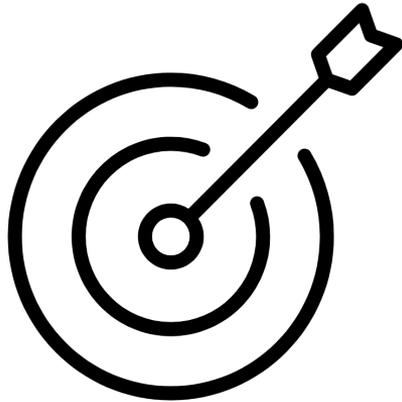
"My potential is predetermined"

"When I'm frustrated, I give up"

"Feedback and criticism are personal"

"I stick to what I know"

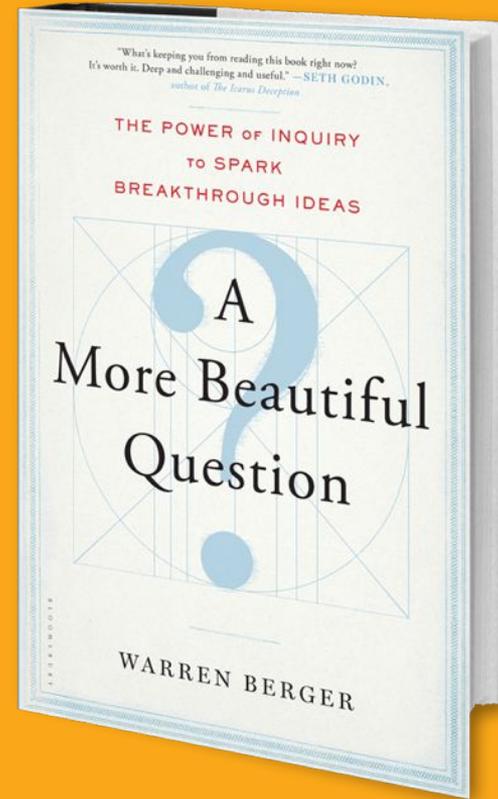
What makes a **good goal**?



- Created by **goal setter**, informed by feedback, evaluation, and school initiatives/themes
- Serves as a **catalyst for growth** or change
- Leads to **action items**
- Goals should be **stretchy and achievable**
- School needs to be clear about **expectations for goals**

A More Beautiful Question

A beautiful question is an ambitious yet actionable question that can begin to shift the way we perceive or think about something--and that might serve as a catalyst for change.



Sample Questions

How might I use interactive modeling more effectively in order to help students improve their social skills when working in groups?

Sample Questions

How might I make my message to current donors more concise and mission-driven in order to increase their annual giving?

Sample Questions

How might I manage my time differently, in order to increase the time I spend collaborating with colleagues on our cross-curricular project?

What “beautiful” question do you want to answer?

The question should:

- Be ambitious yet actionable
- Begin to shift thinking around something
- Be a catalyst for growth or change

How might I _____ in order to _____?

A Goal vs An Action Step



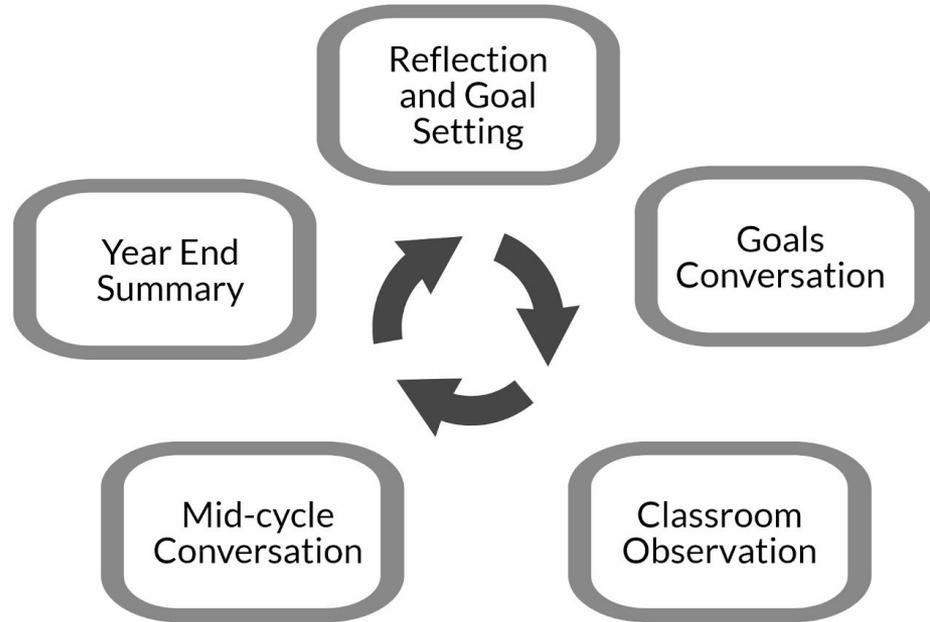
Goal: a larger idea that might take several years to implement, written in the form of an actionable question

Action Step: a SMART action completed to advance the goal (or answer the goal question)

S.M.A.R.T.

1. Specific
2. Measureable
3. Attainable
4. Relevant
5. Time bound

The 5 Stages of Folio



Adding a Goal in myFolio

CREATE A GOAL (STEP 1/5)

1 Select a Theme

Hill Academy has defined these themes as strategic priorities for collective focus this school year.

Select a Theme*

- Diversity, Equity, and Inclusion
- Technology in The Classroom/ As the Classroom
- Wellness

BACK Save & Finish Later NEXT



CREATE A GOAL (STEP 2/5)

2 Identify Your Challenges

Selected Theme
Enhance collaboration

What challenges do you currently face at work? *
Enter at least one challenge.

Enter a Challenge

Enter a Challenge

Enter a Challenge

+ ADD CHALLENGE

BACK SAVE & FINISH LATER SKIP NEXT



CREATE A GOAL (STEP 3/5)

3 Understand Your Starting Point

Before you craft your goal, diagnose where you are today.

- NEED MORE GUIDANCE?

Selected Theme
Technology in The Classroom/ As the Classroom

Choose one challenge to work on for this goal.*

- (first challenge)
- (second challenge)
- (third challenge)

Why is this important? *

What factors are in your control that may help you undertake this challenge? *

What obstacles may you encounter? *

If someone approached you with these obstacles, what advice would you give? *

BACK Save & Finish Later NEXT



CREATE A GOAL (STEP 5/5)

5 Add Action Items

The best action items are:

- Specific
- Measurable
- Achievable
- Relevant
- Time-bound

Selected Theme
Technology in The Classroom/ As the Classroom

Goal Question
How might I c in order to c?

- VIEW RESPONSES FROM PREVIOUS STEPS

How will you define progress? *

What a successful outcome looks like, how could you measure it?

Set down your first few action items to complete:

Due Date Due Date Due Date

+ ADD ACTION ITEM

BACK Save & Finish Later CREDIT GOAL



CREATE A GOAL (STEP 4/5)

4 Write Out Your Goal Question

Articulate your approach and the impact your success will have.

Selected Theme
Technology in The Classroom/ As the Classroom

Challenge
(second challenge)

- VIEW RESPONSES FROM PREVIOUS STEPS

How might I... *

adjust my work to address this challenge.

In order to... *

the impact my success has on our students, team, or school

Enter a brief title for your goal*

BACK Save & Finish Later NEXT

Sources of Inspiration for Goals



- Institutional mission and values
- Departmental goals
- Comments from a previous conversation
- Key job roles and responsibilities
- Honest feedback from a Supervisor or peer
- Areas of professional growth that emerge from reflection
- Innovative areas of exploration that further the school's mission
- Potential leadership areas
- Where do you want to be in 5 years?

Let's Practice:



We're going to set a Folio Goal! You can start on the User Homepage



John Dewey

March 9, 2021 10:50am

eat article on wellness in NYT today

tent

utopia

ntent

<https://www.edutopia.org/article/hybrid-teaching-strategies-elementary-classrooms>

Check

2021-06-25

My Goals

Add Goal



Learn Breathwork - Personal Goal

1 Action Item