

ELEMENTS OF A WRITTEN GOAL

A GOOD GOAL . . .

- A. IS WRITTEN ~
- ❖ Clearly, in simple language.
 - ❖ Optimistically, positively, and specifically.
 - ❖ Outlining specific action and involvement.
- B. IS WRITTEN WITH INPUT FROM AS MANY PARTICIPANTS AS POSSIBLE ~
- ❖ Includes those who will do the work, as well as those who will be affected.
 - ❖ The decision making process includes consensus, which allows everyone to come to an agreement.
- C. IS RELEVANT ~
- ❖ Relates to the scope and focus of the PTA Purposes and Policies.
 - ❖ Provides a target toward which we all work to bring about a desired situation.
 - ❖ Helps fulfill the role decided upon by the group.
- D. IS OBSERVABLE AND ATTAINABLE ~
- ❖ Examines adequate time and money constraints objectively.
 - ❖ Allows sufficient time for fulfillment.
 - ❖ Recognizes the membership needs to see tangible results.
- E. CAN BE MONITORED AND EVALUATED ~
- ❖ Has a written evaluation plan.
 - ❖ Includes a schedule of reporting periods.
 - ❖ Includes a method of reporting the evaluations to the membership.