CIITS: Setting Student Growth Goals

One of the multiple sources of evidence in Educator Development, setting Student Growth Goals enables educators to set goals and get feedback from their leadership in the form of comments, scores, and artifacts.

In order to help evaluate educator effectiveness, Student Growth Goals are created by educators to demonstrate how they feel about their impact on student learning.

Creating Student Growth Goals

1. Roll your cursor over Educator Development on the navigation bar and click **Student Growth Goal**

2. Click the **Create New** button to begin creating your Student Growth Goal

3. Enter text for each section of the Student Growth Goal setting process in support of the goal identified
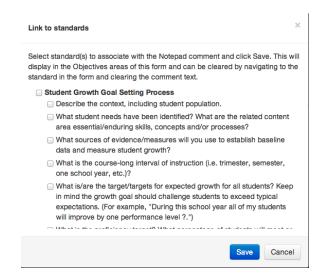
   Context

   Describe the context, including student population.

   Enter your objective here

4. Optional: You can use the **Notepad** to script the necessary information for your student growth goal. You can add notes, comments and specific information necessary for each of the sections related to the Student Growth Goal setting process.

5. Click on the Notepad ▶ . Type the relevant comments for any area of the student growth goal setting process.

6. When you have finished adding all of the data and information in the Notepad, click the **Add Comment** button. You can then highlight any portion of your saved comments (sentences or paragraphs) and click the **Link to Standards** button.

7. Click on the corresponding check box to align the highlighted text to the specific area in which the comment is to appear. When you click **Save**, it will then automatically place the selected text into the comment box for that component

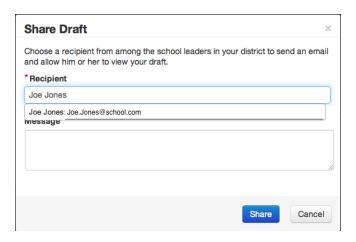Repeat this for each of the areas you wish to align to corresponding components within the process.

8. Optional: Use the **Artifacts** link to upload supporting files such as videos, images, and documents. Just click ⊕Add the button and select the location of your file to upload

9. Click **Save** (the system will also auto-save approximately every 60 seconds)

10. Click the **Share** button [Share]

11. Type the name of the Leadership person within your district who should review your Student Growth Goal; Click their email address in the drop-down list that will appear as you type and click the **Share** button

12. The Leadership person you shared your goal with will now be able to review your Student Growth Goal and provide any feedback (if necessary) before approving them

Revise your Student Growth Goal

If your Leadership requests revisions to your Student Growth goal prior to approval:

1. Roll your cursor over Educator Development on the navigation bar and click **Student Growth Goal**

2. Click the **Action** button next to your In Progress goal, then click **Edit**

3. When you have made your revisions, you will need to **Share** the Student Growth Goal with your Leadership again