SMART* Criteria:

<table>
<thead>
<tr>
<th>S</th>
<th>Specific</th>
<th>Concrete, detailed, focused and well defined. Also, results-focused and action-orientated.</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>Measurable</td>
<td>The measurement sources (data) is defined <strong>numerically</strong> in order to track progress towards the objective</td>
</tr>
<tr>
<td>A</td>
<td>Attainable</td>
<td>Objectives are achievable in the near future in order to maintain motivation.</td>
</tr>
<tr>
<td>R</td>
<td>Realistic</td>
<td>Staff have the resources to achieve the objective – time, personnel, materials, etc.</td>
</tr>
<tr>
<td>T</td>
<td>Time-bound</td>
<td>Agreed-on time frames create the necessary urgency and prompt action.</td>
</tr>
</tbody>
</table>

**Color-coded Sample Statement:**

By March 9, 2018, (three weeks from now) 80% of our 126 staff members will have completed and submitted the Pre SPBP Survey, at “SurveyMonkey.com/r/preSPBP18” link, as measured by the SurveyMonkey analysis report.

**SPBP Examples:**

10 A. Implementation Fidelity: Implementation Fidelity measures **ONLY what the staff do**; no student data should be collected.

1. By August 15, 2018, 100% of our school hallways will have a minimum of 2 school-wide expectation posters posted as measured by a formal PBIS walk-through.

2. By September 12, 2018, 94% of teachers will have taught all of the school-wide expectations behavior lesson plans as measured by the submission of their teacher lesson plans to the Principal.

3. Every quarter, there will be a 5% decrease in the number of Office Discipline Referrals that contain previously identified staff-managed misbehaviors as measured by a referral review by the PBIS team.

4. By the end of the reward system timeline, 85% of staff will have provided a reinforcement to at least 25 different students as measured by the HERO database.

10 B. Student Outcome Data: Student Outcomes **ONLY** measure **student behavior**; no staff data should be collected.

1. By June 4, 2019, school-wide student Office Discipline Referrals will reduce 5% each quarter, as measured by BASIS Behavior Dashboard.

2. Every quarter, the number of student Office Discipline Referrals in the Cafeteria will decrease by 3% as measured by the BASIS Behavior Dashboard.
3. Every quarter, the percentage of students who have 0 to 1 referrals will increase by 2% as measured in the BASIS Behavior Dashboard.

4. By the end of the first semester, the classroom Office Discipline Referrals from Grade 8 students will decrease by 10% as measured by the BASIS Behavior Dashboard.

*Note – there is no single correct way to write a SMART objective. It will depend on the nature of the objective and the intended use. The real test is to compare the statement against the SMART criteria you have chosen to use… does the statement tick all the boxes?