

**GOAL & ACTION PLAN**  
**Key Performance Indicators (KPI) Project**  
**Digital Education 2022**

**GOAL #1 – KPI:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DOES THIS GOAL MEET THE SMART CRITERIA?		
	YES	NO
SPECIFIC		
MEASURABLE		
ACHIEVABLE		
REALISTIC		
TIME-BOUND		

**ACTION PLAN/STEPS:**

**1.** \_\_\_\_\_

**2.** \_\_\_\_\_

**3.** \_\_\_\_\_

**4.** \_\_\_\_\_

**5.** \_\_\_\_\_

**6.** \_\_\_\_\_

**PERSON(S) RESPONSIBLE:** \_\_\_\_\_

**TIMELINE / TARGET DATE:** \_\_\_\_\_

**MEASURE OF SUCCESS:** \_\_\_\_\_

\_\_\_\_\_

**RESOURCES REQUIRED (if any):** \_\_\_\_\_

\_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Child Nutrition Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**GOAL & ACTION PLAN**  
**Key Performance Indicators (KPI) Project**  
**Digital Education 2022**

**GOAL #2 – KPI:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DOES THIS GOAL MEET THE SMART CRITERIA?		
	YES	NO
SPECIFIC		
MEASURABLE		
ACHIEVABLE		
REALISTIC		
TIME-BOUND		

**ACTION PLAN/STEPS:**

**1.** \_\_\_\_\_

**2.** \_\_\_\_\_

**3.** \_\_\_\_\_

**4.** \_\_\_\_\_

**5.** \_\_\_\_\_

**6.** \_\_\_\_\_

**PERSON(S) RESPONSIBLE:** \_\_\_\_\_

**TIMELINE / TARGET DATE:** \_\_\_\_\_

**MEASURE OF SUCCESS:** \_\_\_\_\_

\_\_\_\_\_

**RESOURCES REQUIRED (if any):** \_\_\_\_\_

\_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Child Nutrition Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**GOAL & ACTION PLAN**  
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**Digital Education 2022**

**GOAL #3 – KPI:** \_\_\_\_\_

DOES THIS GOAL MEET THE SMART CRITERIA?		
	YES	NO
SPECIFIC		
MEASURABLE		
ACHIEVABLE		
REALISTIC		
TIME-BOUND		

**ACTION PLAN/STEPS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**PERSON(S) RESPONSIBLE:** \_\_\_\_\_

**TIMELINE / TARGET DATE:** \_\_\_\_\_

**MEASURE OF SUCCESS:** \_\_\_\_\_

**RESOURCES REQUIRED (if any):** \_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Child Nutrition Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**GOAL & ACTION PLAN**  
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**GOAL #4 – KPI:** \_\_\_\_\_

DOES THIS GOAL MEET THE SMART CRITERIA?		
	YES	NO
SPECIFIC		
MEASURABLE		
ACHIEVABLE		
REALISTIC		
TIME-BOUND		

**ACTION PLAN/STEPS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**PERSON(S) RESPONSIBLE:** \_\_\_\_\_

**TIMELINE / TARGET DATE:** \_\_\_\_\_

**MEASURE OF SUCCESS:** \_\_\_\_\_

**RESOURCES REQUIRED (if any):** \_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Child Nutrition Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**GOAL & ACTION PLAN**  
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**GOAL #5 – KPI:** \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

DOES THIS GOAL MEET THE SMART CRITERIA?		
	YES	NO
SPECIFIC		
MEASURABLE		
ACHIEVABLE		
REALISTIC		
TIME-BOUND		

**ACTION PLAN/STEPS:**

**1.** \_\_\_\_\_

**2.** \_\_\_\_\_

**3.** \_\_\_\_\_

**4.** \_\_\_\_\_

**5.** \_\_\_\_\_

**6.** \_\_\_\_\_

**PERSON(S) RESPONSIBLE:** \_\_\_\_\_

**TIMELINE / TARGET DATE:** \_\_\_\_\_

**MEASURE OF SUCCESS:** \_\_\_\_\_

\_\_\_\_\_

**RESOURCES REQUIRED (if any):** \_\_\_\_\_

\_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Child Nutrition Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date