Kayal we are
pre-primary Red.

we all meet
tog-ther to have
fun with our friends

We would like to.
acknowledge all our Penrhos
friends.

We are meeting on
whadjuk Nongar
Boodja.

We pay our respect
to elders past and
present

Waardong

Wilr

Walden

Makuru

Transforming Goal Setting: A Journey with Power Automate

William Horwood

Director of Libraries and Future Learning (K – 12)

What is Power Automate?

Why was I tasked to look at goal setting?

Why am I so passionate about this area?

Strategic Direction

SOAR

We advance a culture of learning and growth.

We elevate the skills and talents of our people in a creative, high growth learning environment.

Registration standards & EBA

- 4.5 The school ensures all staff participate in regular performance management procedures and professional learning linked, where appropriate, to the Professional Standards for Teachers in Western Australia and to the school's processes for improving student learning.

SOActiveReflection

Change management guidelines

1. Communication and Transparency
2. Stakeholder Engagement
3. Consultation and Feedback
4. Phased Implementation
5. Ongoing Support for Staff
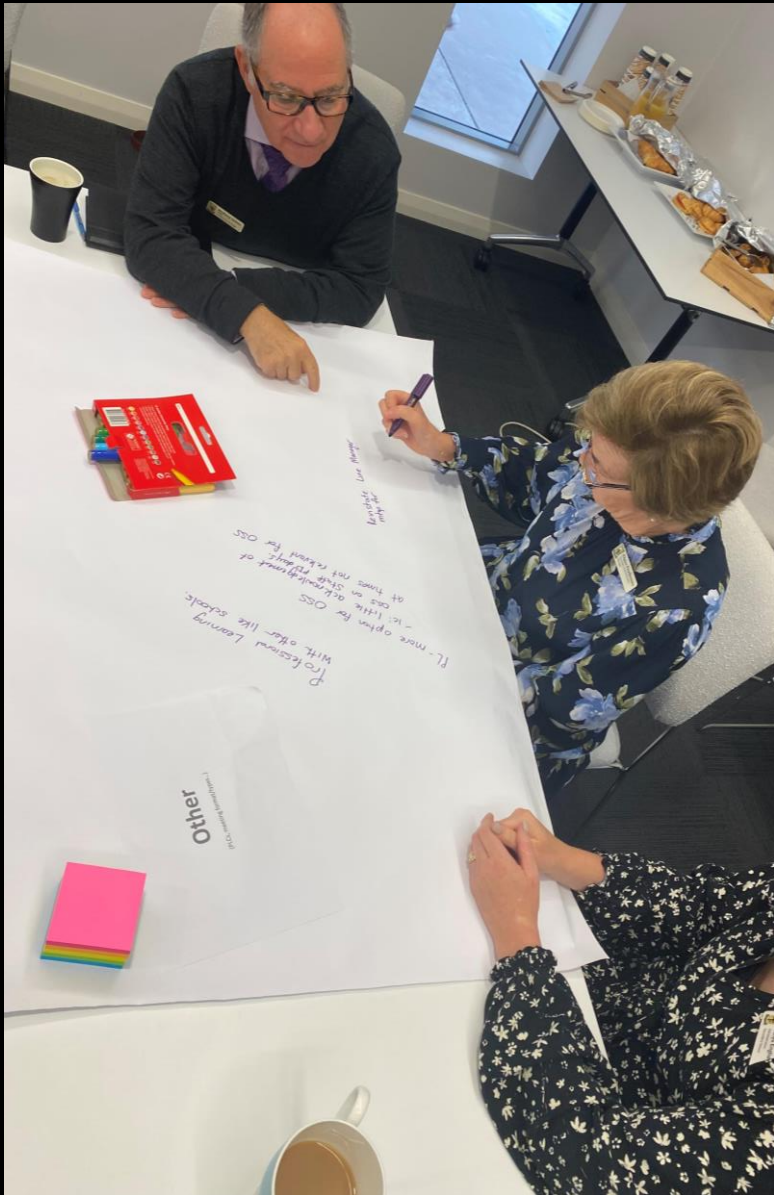6. Evaluation and Continuous Improvement

Vision

'Active Reflection' at Penrhos College honours the individuality and personal growth of each staff member in a caring and collaborative environment.

2022 Staff Workshops: 2 November

- Connection
- Feeling seen and known
- Growth conversations
- Coaching
- Middle Leaders training
- Ongoing feedback
- Team goals and strengths
- Normalise self-determined career path
- Feeling safe
- Time for reflection and review
- Staff passion: What gets us out of bed on Monday morning?
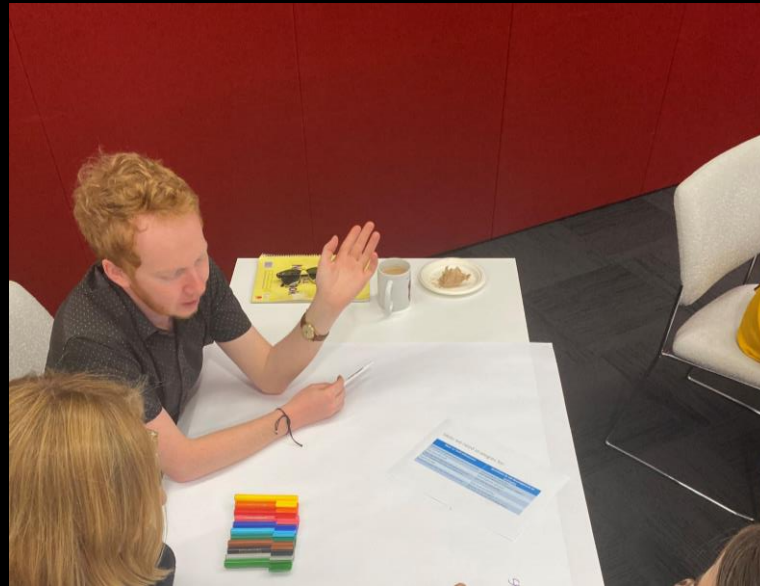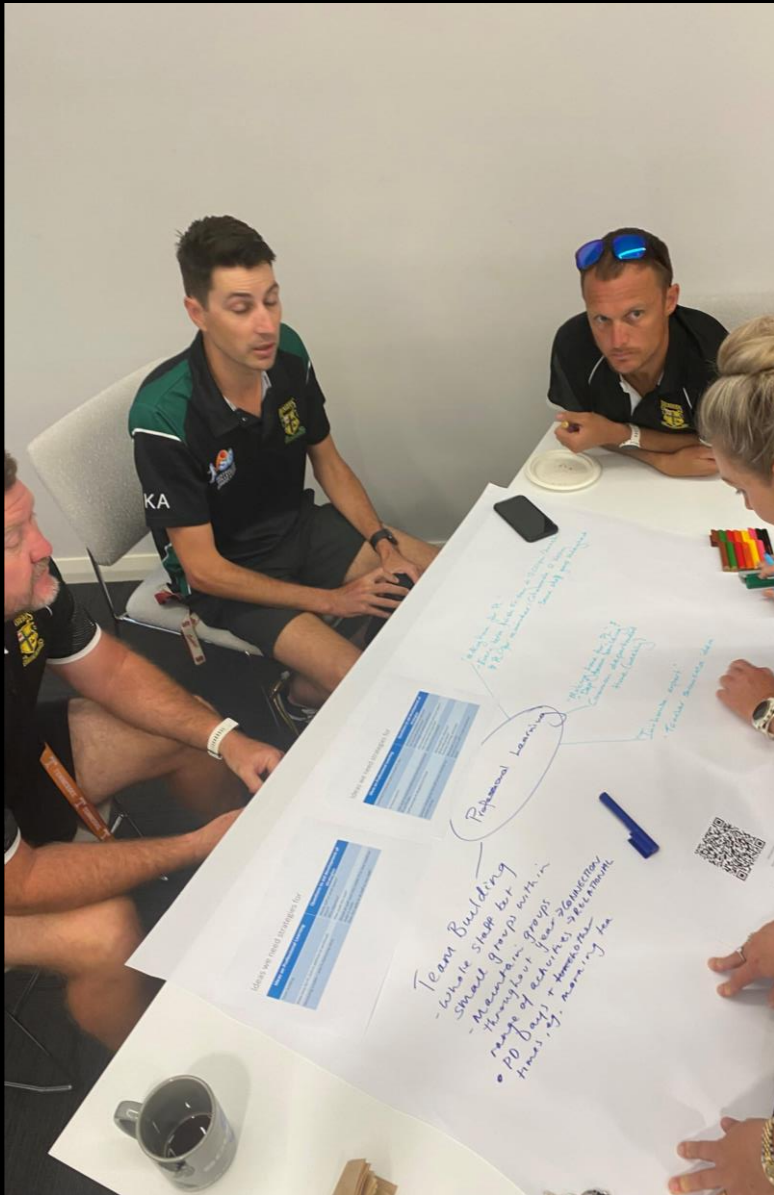
2022 Staff Workshops: 22 November

- Build support as a team, feel safe
- Appropriate time of year
- Connection: build trust, best interests of staff, professional relationship
- Not punitive
- Flip process: start with staff
- Link to AITSL (for teachers)
- Collaborative process
- Coaching/mentoring model
- Staff choice
- Casual conversations
- Support Middle Leaders

What we want!

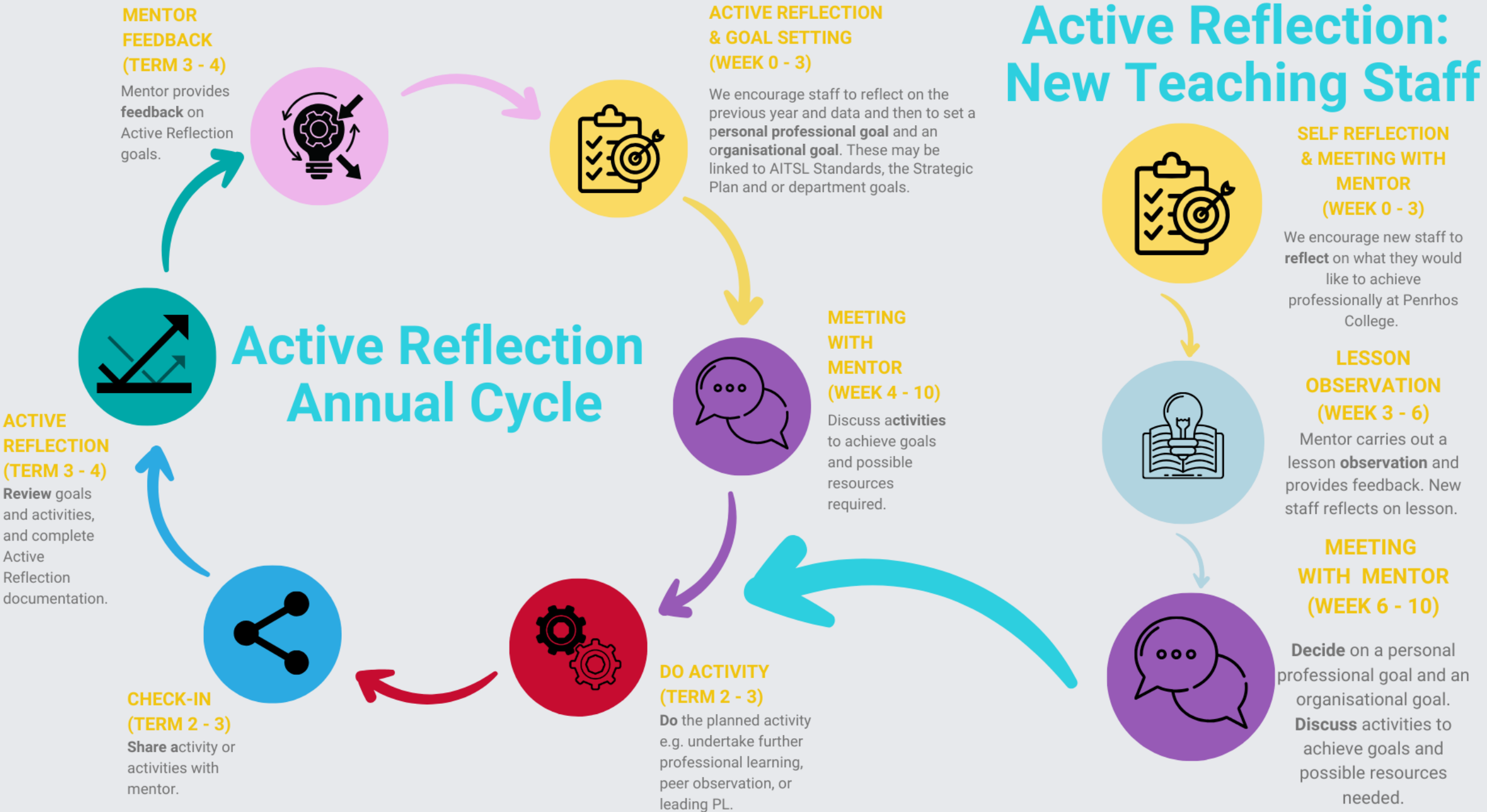| Yes!	No!
A simple map	A complex process
Coaching/conversation style	Too many steps
Links to AITSL	Top-down process. A process that is 'done' to staff
Teacher voice and input = empowering + ownership	A punitive feel
Safe + supportive process	Going through the motions 'just because'
Offer different modes for feedback	More paperwork
Value add to our professional learning	
Opportunity for self-reflection	

Active Reflection Annual Cycle

MENTOR FEEDBACK (TERM 3 - 4)
Mentor provides **feedback** on Active Reflection goals.

ACTIVE REFLECTION & GOAL SETTING (WEEK 0 - 3)
We encourage staff to reflect on the previous year and data and then to set a p**ersonal professional goal** and an o**rganisational goal**. These may be linked to AITSL Standards, the Strategic Plan and or department goals.

MEETING WITH MENTOR (WEEK 4 - 10)
Discuss a**ctivities** to achieve goals and possible resources required.

ACTIVE REFLECTION (TERM 3 - 4)
Review goals and activities, and complete Active Reflection documentation.

CHECK-IN (TERM 2 - 3)
Share activity or activities with mentor.

DO ACTIVITY (TERM 2 - 3)
Do the planned activity e.g. undertake further professional learning, peer observation, or leading PL.

Active Reflection: New Teaching Staff

SELF REFLECTION & MEETING WITH MENTOR (WEEK 0 - 3)
We encourage new staff to **reflect** on what they would like to achieve professionally at Penrhos College.

LESSON OBSERVATION (WEEK 3 - 6)
Mentor carries out a lesson **observation** and provides feedback. New staff reflects on lesson.

MEETING WITH MENTOR (WEEK 6 - 10)
Decide on a personal professional goal and an organisational goal. **Discuss** activities to achieve goals and possible resources needed.

Staff Workshop 2023

Group Activity Details

1. Complete the empathy map: based on the proposed Active Reflection program at Penrhos, what will you say, feel, think and do as part of the Active Reflection program?

    (10 minutes)

2. Brainstorm/list responses to the following:
    1. Should the coach/mentor be the line manager? Why/why not?
    2. What methods could you use to demonstrate attainment of your goal?
    3. How do you feel about annual process/timeline?
    4. Is the process too simple?
    5. What, if anything, is missing?
    6. Wonder Wall: I wonder … (complete the sentence)
    7. What activities could OSS have as part of Active Reflection?
    8. Overall thoughts on the draft documentation

        (10 minutes)

3. Identify, in order, your group's top 3 Active Reflection priorities (the MUST keep/include items) and write these on the back of the Active Reflection Diagram sheet.

    (5 minutes)

Summary of Staff Feedback

Mentors

- Having choice in who their mentor would be. This will allow for mentors to be matched to the goals.
- Access to various internal staff for mentors.
- Training for mentors

Budget
- Clear guidelines
Equitable and fair

Summary of Staff Feedback

Flexibility

- Flexible timeframe/timings
- Flexible choice in activities
- Flexibility to choose mentors
- Flexibility to integrate into what we do each day
- Flexibility to choose mode of reflection

Simple

- Simple process
- Simple administration / paperwork
- Not long and drawn out

How does Power Automate fit into this process?

WHAT IS POWER AUTOMATE?

Search this site
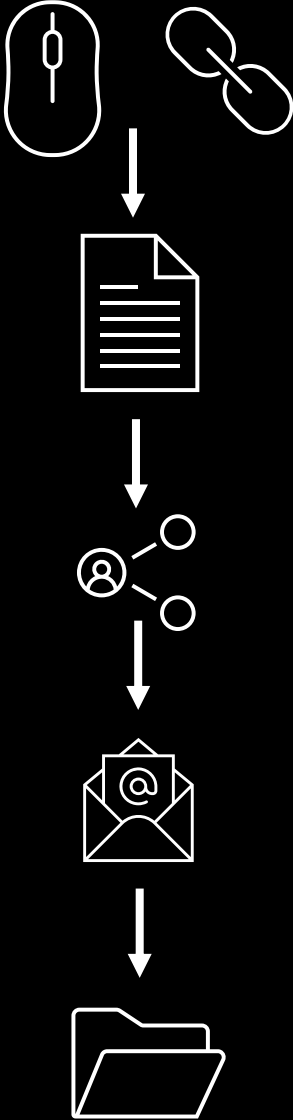
Active Reflection

Home Documents Pages Site Assets Site contents Edit

+ New Promote Page details Analytics

Published 11/14/2023 Share ADMIN - Alex Taylor is editing this page Edit

Nominated Mentor (E-Mail) *

alex

Ensure you have had a discussion with your desired mentor prior to nominating them.

Professional SMART Goal 1

Mandatory

What is your goal and how does it connect to your professional growth? *

Test12345678

What actions will I take to achieve the goal and when will you complete these? *

Test12345678

Evidence that will be used to demonstrate progression and goal achievement *

Test12345678

Nominated Mentor (E-Mail) *

alex

Alex Perin (perina@penrhos.wa.edu.au)
Alex Taylor (tayloa@penrhos.wa.edu.au)
Alex Thomason (thomaal@penrhos.wa.edu.au)
Alexandra Baulch (baulca@penrhos.wa.edu.au)
Alexis Tyson (tysona@penrhos.wa.edu.au)
Catherine **Alex**ander (**alex**ac@penrhos.wa.edu.au)

Active Reflection

Thank You!

Your submission has been received.

All Unread By Date

Today

Power Automate
Power Automate shared "AR - Library & Digi... 12:10 PM
Power Automate shared a file with you

Power Automate
Power Automate shared "AR - Library & Digi... 12:10 PM
Power Automate shared a file with you
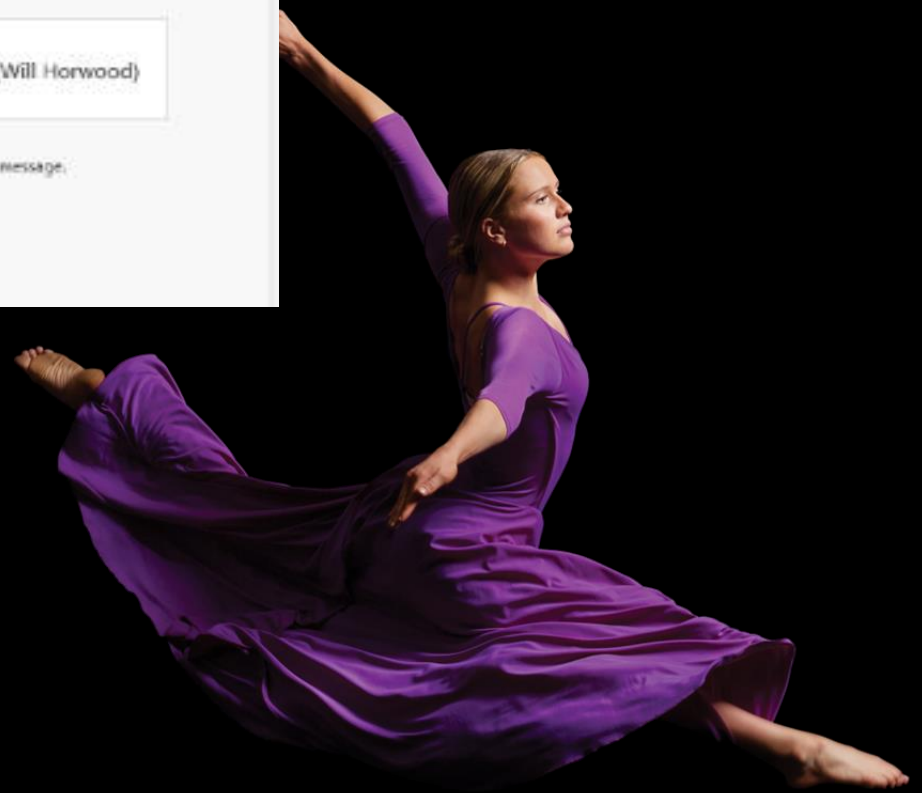
ACTIVE REFLECTION

Staff Member and Mentor

Staff Member

Will Horwood

Mentor

Alex Taylor

Professional SMART Goal 1 (Mandatory)

1) What is your goal and how does it connect to your professional growth?

qwer

2) What actions will I take to achieve the goal and when will you complete these?

qwer

3) Evidence that will be used to demonstrate progression and goal achievement

qwer

Administration Overview and Documentation Process

Streamlined approval processes

Create, manage, and share approval processes across your organization. Approve from anywhere with mobile support.

Data-driven business automation

Connect to Power BI and kick off downstream workflows when your KPIs cross critical thresholds.

Innovative document automation

Easily set up robust document processing with AI Builder, Power Automate, Power Apps, and Microsoft Dataverse.

AI

Where to next with Power Automate?

Power Automate

Microsoft Power Automate –
Process Automation Tool for Everyone

Reflection

Collaboration

Thank you

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Jackson Garner and the IT Team – itsupport@penrhos.wa.edu.au

Questions