

Team Problem-Solving Process The Initial Meeting

Review Teacher Concerns (2-5 minutes)

- Review information from the Intervention Team Referral form
- Allow teacher(s) to discuss major referral concerns

Select Target Behaviors (5-10 minutes)

- Review existing data on student and baseline observation data/probe
- Define the top 1-2 teacher concerns in easily observable, measurable terms
- Behavior concern:
 - Determine what is sustaining the behavior
 - What is the Function of the behavior?
- Academic concern:
 - Determine skill deficit
 - What skill(s) is the student missing?

Select Replacement behavior and Set Goals (5-10 minutes)

- Behavior concern: What positive skill will be taught?
 - Determine an alternate, positive skill that will replace the target behavior(s),
 - Make sure skill is *functionally equivalent* (meets the same need as the target behavior).
- Academic concern: What skill needs to be taught individually to the student?

Inventory Students Strengths and Talents (2-5 minutes) *Teachers Bring Completed form

- Discuss areas of strength
- Record incentives used to motivate the student (ex. Mustang Pride tickets, compliments)

Design the Intervention Plan (25 minutes)

- Develop a lesson plan for skill instruction
 - When, how often, and who will teach the skill(s)
 - Where will instruction occur
 - How will student be rewarded for practicing new skill and how often;
- Determine method of monitoring student progress
 - What kind of data will be tracked to determine progress?
 - Who will discuss the intervention plan with the student and collect progress monitoring data?
- Data Plan
- Using baseline data as a guide, set goal for student improvement.
- Goals should be: Observable Measurable Realistic Time Frame
- Set times to review and evaluate progress set up your time frame to evaluate progress

Review the Intervention Plan (5 minutes)

- Make sure all parties understand the intervention plan
- Set follow-up meeting date & complete Summary form

Parent Contact

• Determine who will contact the parent or guardian to share the intervention plan and invite parent(s) to follow up meeting