

Problem Solving Team Meeting Agenda

Purpose: Identify the Needs of a Student

- **Problem Identification (3 minutes)**

- ◆ Review school wide screening, and interventions with progress monitoring from tier two
- ◆ Differentiate between a skill and a performance problem
- ◆ Identify areas where scores are low, or where progress has not been made
- ◆ Identify situations in which the problem is most likely and least likely to occur

- **Problem Analysis (3 minutes)**

- ◆ Generate a hypothesis
- ◆ Collect data: (RIOT/ICEL) - (team consultant)
- ◆ Revise hypothesis if needed

- **Plan Interventions(3 minutes)**

- ◆ Focus on hypothesis statement – be creative
 - Consider increasing intensity of interventions
Example: 3 times a week to 5 times a week
10 minutes to 20 minutes
 - Consider adding additional interventions to current interventions
Example: Memory strategies, attendance support
 - Consider instructional, curriculum, and environmental changes
 - Consider accommodations

- **Application of Interventions (3 minutes)**

- ◆ Write an intervention plan which:
 - Indicates date intervention starts
 - Specifies what the intervention will be
 - Identifies who will be providing the intervention
 - Identifies how often and for how long the intervention will occur
 - Defines the goal of the intervention – how we will know if the intervention is successful

- **Evaluation of Interventions (3 minutes)**

- ◆ Set a date to review the progress of the student – 12 data points are needed over at least a 12 week period
- ◆ If accommodations are successful, consider a 504 plan
- ◆ If accommodations are not successful, or interventions are too intense to maintain, refer for special education evaluation