MASHPEE PUBLIC SCHOOLS—Problem-Solving Protocol   9/2016

School: _____ Grade-Level: _____ Date: _____
FOCUS(Group/Student): _____ (Parent Notified: When: _____ By Whom:_____)
Initiator of this Form: _____ Attendees: _____
Facilitator: _____ Time-Keeper: _____Note-Taker: _____

Step 1: Define the Problem. Identify the Goal *(What is the goal?)*

Identify initial concern (What data raised concerns?)	
Using data, what is the current level of performance?	
Using data, what is the benchmark level?	
Using data, what is the peer performance?	
What is the gap?	

GOAL:

Step 2: Problem Analysis *(Why is the goal not occurring?)*
Generate multiple hypotheses addressing why the goal is not occurring.

HYPOTHESIS #1 **I C E L** Instruction, Curriculum, Environment, Learner	**The goal is not occurring because . . .**
Prediction **If…, then...**	
Relevant Data **R I O T** Review, Interview, Observe, Test	
Validated? Yes/No	

HYPOTHESIS #2 **I C E L** Instruction, Curriculum, Environment, Learner	The goal is not occurring because . . .
Prediction **If…, then…**	
Relevant Data **R I O T** Review, Interview, Observe, Test	
Validated? Yes/No	

HYPOTHESIS #3 **I C E L** Instruction, Curriculum, Environment, Learner	The goal is not occurring because . . .
Prediction **If…, then...**	
Relevant Data **R I O T** Review, Interview, Observe, Test	
Validated? Yes/No	

Step 3: Plan Development *(What are we going to do about it?)*

Description of Intervention & Expected Outcomes   Tier: 1   2   3

Implementation
Frequency (How often):
Amount of Time (Duration):
When:
Who:

Support
Who:
How Often:
Description/Type:

Data Collection
Type:
Frequency:
Review Dates:
Expected Performance on Review Dates:
Responsible Party:

Step 4: Evaluate Response to Instruction & Intervention *(Did it work?)*

Review/Evaluation of Progress (Date: _____)
Data:

Is the Response to Instruction/Intervention: **1. Positive**   **2. Questionable**   **3. Poor**

1. If Response to Instruction/Intervention is *POSITIVE*:
       A) Continue current instructional supports   B) Adjust goal upward   C) Fade supports

Comments/Actions:

2. If Response to Instruction/Intervention is *QUESTIONABLE*:
Was the intervention/instruction implemented as planned?   **YES   NO**
a. If **NO**—What strategies will be utilized to increase implementation?

b. If **YES**—Should intervention intensity be increased?   **YES   NO**

Comments/Actions:

3. If Response to Instruction/Intervention is *POOR*:
Was the intervention/instruction implemented as planned?   **YES   NO**
a. If **NO**—What strategies will be utilized to increase implementation?

b. If **YES**—Was instruction/intervention aligned with the verified hypothesis, or is there other aligned instruction/intervention to consider?

c. Are there other hypotheses to consider?

d. Was the problem identified correctly?

Comments/Actions:

Schedule SBLT Meeting
☐   Date: _____