**Individual Problem Solving Meeting Recording Form**

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| **Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  **Grade:\_\_\_\_\_\_** | **Date of Meeting:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Meeting Attendees:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Primary Area of**  **Concern:** | * **Behavior**
 | * **Reading**
 | * **Math**
 | * **Writing**
 |  |  |
|  | * **Other**
 |  |  |  |  |  |

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| **Step 1: Problem & Goal Identification**  | **What’s the Problem?** |
| **Student current level of performance:** |  |
| **Expected level of performance or behavior:** |  |
| **Magnitude of Difference/Gap:** |  |
| **Replacement behavior/targeted skill:**  |
| **Goal:** |  |

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| **Step 2: Problem Analysis** | **Why is the Problem Occurring?** |
| **Hypothesis #1: The problem is occurring because** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**I C E L**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.** |
| **Prediction:** If \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, then \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **R I O T****Data:** |  |
| **Validated: Yes No** |

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| **Hypothesis #2: The problem is occurring because** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**I C E L**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.** |
| **Prediction:** If \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, then \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **R I O T****Data:** |  |
| **Validated: Yes No** |
| **Hypothesis #3: The problem is occurring because** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**I C E L**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.** |
| **Prediction:** If \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, then \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **R I O T****Data:** |
| **Validated: Yes No** |

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| **Step 3: Intervention Plan** | **What are we going to do about the problem?** |
| **Intervention:** | **Interventionist:** |
| **Materials:** | **Fidelity Checks:**  | **Who?** |
| **How Often?** |
| **Frequency: \_\_\_\_x/week** | **Duration: \_\_\_\_ minutes/session** | **Location:** |
| **Progress Monitoring:** | **Who?** | **How Often:** | **Tool?** |
| **Schedule Adjustment:** |  **Who:** | **Teacher Contacts:** | **Who** |
| **Evaluation Meeting:** | **Date:** | **Time:** | **Location:** |

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| **Step 4: Plan Implementation & Evaluation** | **Did the plan work? – Attach graphed data** |
| **Total # of Intervention Sessions:** | **Total # of Intervention Sessions Attended:** | **% of Intervention Sessions Attended:**  |
| **Fidelity Data:** |
| **Student’s Rate of Growth:** | **Expected Rate of Growth:**  | **Student’s Level of Performance:** |
| **Student Response to Intervention** |
| * **Positive**
 | * **Continue the intervention**
 | * **Fade the intervention**
 |
| * **Questionable**
 | * **Continue the intervention**
 | * **Intensify support**
 |
| * **Poor**
 | * **Intensify support**
 | * **Refer for special education**
 |
| **Next Steps:** |