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

<table>
<thead>
<tr>
<th>Identify initial concern (What data raised concerns?)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Using data, what is the current level of performance?</td>
</tr>
<tr>
<td>Using data, what is the benchmark level?</td>
</tr>
<tr>
<td>Using data, what is the peer performance?</td>
</tr>
<tr>
<td>What is the gap?</td>
</tr>
</tbody>
</table>

**GOAL:**

Step 2: Problem Analysis *(Why is the goal not occurring?)*

Generate multiple hypotheses addressing why the goal is not occurring.

<table>
<thead>
<tr>
<th>HYPOTHESIS #1</th>
<th>The goal is not occurring because . . .</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICE: Instruction, Curriculum, Environment, Learner</td>
<td></td>
</tr>
<tr>
<td>Prediction If..., then...</td>
<td></td>
</tr>
<tr>
<td>Relevant Data R I O T: Review, Interview, Observe, Test</td>
<td></td>
</tr>
<tr>
<td>Validated? Yes/No</td>
<td></td>
</tr>
</tbody>
</table>

School: __________________ Grade-Level: ______ Date: ____________

FOCUS (Group/Student): ____________________________ (Parent Notified: When: _____ By Whom: ______)

Initiator of this Form: ______________________ Attendees: __________________________

Facilitator: ______________________ Time-Keeper: ______________________ Note-Taker: ______________________

**School:** __________________

**Grade-Level:** ______

**Focus (Group/Student):** ____________________________ (Parent Notified: When: _____ By Whom: ______)

**Initiator of this Form:** ______________________

**Attendees:** __________________________

**Facilitator:** ______________________

**Time-Keeper:** ______________________

**Note-Taker:** ______________________
MASHPEE PUBLIC SCHOOLS—Problem-Solving Protocol  9/2016

<table>
<thead>
<tr>
<th>HYPOTHESIS #2</th>
<th>The goal is not occurring because . . .</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICEL</td>
<td>Instruction, Curriculum, Environment, Learner</td>
</tr>
<tr>
<td>Prediction</td>
<td></td>
</tr>
<tr>
<td>If..., then...</td>
<td></td>
</tr>
<tr>
<td>Relevant Data</td>
<td>R I O T</td>
</tr>
<tr>
<td>Review, Interview, Observe, Test</td>
<td></td>
</tr>
<tr>
<td>Validated? Yes/No</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HYPOTHESIS #3</th>
<th>The goal is not occurring because . . .</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICEL</td>
<td>Instruction, Curriculum, Environment, Learner</td>
</tr>
<tr>
<td>Prediction</td>
<td></td>
</tr>
<tr>
<td>If..., then...</td>
<td></td>
</tr>
<tr>
<td>Relevant Data</td>
<td>R I O T</td>
</tr>
<tr>
<td>Review, Interview, Observe, Test</td>
<td></td>
</tr>
<tr>
<td>Validated? Yes/No</td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Description of Intervention &amp; Expected Outcomes</th>
<th>Tier: 1</th>
<th>2</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Frequency (How often):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount of Time (Duration):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>When:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Who:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 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:**

<table>
<thead>
<tr>
<th>Is the Response to Instruction/Intervention:</th>
<th>1. Positive</th>
<th>2. Questionable</th>
<th>3. Poor</th>
</tr>
</thead>
</table>

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: __________