

School \_\_\_\_\_ District \_\_\_\_\_ Date \_\_\_\_\_

## Problem-Solving Guide for Supplemental Services

Working Smarter, Not Harder.

Directions: Identify initiatives (programs, work groups, committees) currently in place that address the following:

At-risk or Groups of Students:

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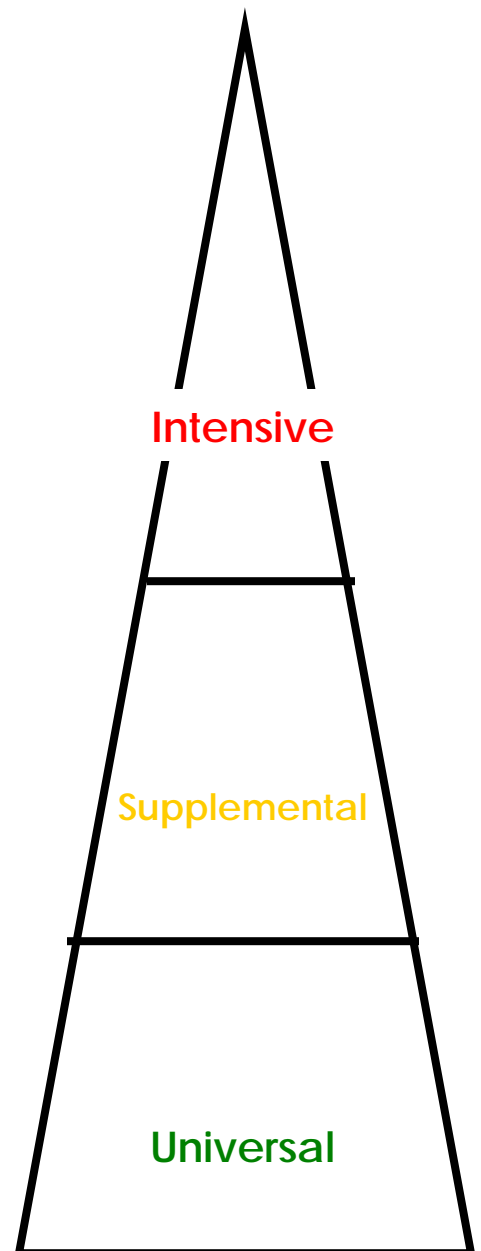
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**Step 1: Problem identification. What's the problem?** What data do you plan to use to identify those students who are in need of supplemental interventions? Check off the items your team plans to use in identifying students of concern.

Teacher Nomination Forms <input type="checkbox"/> Individual Teacher <input type="checkbox"/> Team/Grade Level	<input type="checkbox"/> ODR's by student & behavior	<input type="checkbox"/> Classroom /Minor tracking system or form	<input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
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Who is going to collect the data? \_\_\_\_\_

When will it be completed? \_\_\_\_\_

How are you going to prioritize students ? What information do you want to collect to assist with prioritizing students? \_\_\_\_\_

**Sample Student Identification Worksheet**

Student Name	Internalizer/ Externalizer	# of Teachers Nominating	Total # ODRs	Teachers Taught Expectations (#)	Teachers Reward (Y/N)	ESE (A/B)	Teacher Reported Ac Issues (Y/N)	GPA	FCAT Areas < 3 (R,W,M,S)	Absences (#)	SDRT % Score (Vocab/Comp)

Student Name	Summary of Concern

**Step 2: Problem Analysis. Why is it occurring?** Using the data collected in Step 1 (in addition to looking at ODR's by problem behavior and the motivation) to identify why you think the student is not displaying the replacement or desired behaviors.

Student Name	ODR's by Problem Behavior	Motivation	Hypothesis

**Step 3: Intervention Design. What are we going to do about it?** Based on Steps 1 and 2, identify what supplemental services are most appropriate for each student.

Student Name	Supplemental Services (Make sure it addresses hypothesis in Step 2)	Who will provide?	How often?

**Step 4a: Response to Intervention. Is it working?** Develop a plan for how your team will measure outcomes for each student receiving supplemental services. What data are you going to use for progress monitoring and how often?

Student Name	What data are you going to collect?	How often?
1.		
2.		
3		
4		

**Step 4b: Response to Intervention. Is it being implemented?** How are you going to ensure that the supplemental services are being implemented with fidelity?

Which ones are you most likely to use:

- Direct Observation
- BEP Fidelity
- Fidelity Measure included in Curricula (see “Steps to Respect”)
- School Developed Checklist
- Interview Students
- Generic Fidelity Checklist