

	Date	Time (begin and end)	Location	Facilitator	Minute Taker	Data Analyst
Today's Meeting						
Next Meeting						

Team Members & Attendance (Place "X" to left of name if present)						

Today's Agenda Items:	Agenda Items for Next Meeting
1. Review student outcome data (Tier I systems update).	1.
2. Review current goal and data.	2.
3. Look at data and set new goals and action plans.	3.

Tier I Systems Update				
Implementation Fidelity	Student Outcomes			
<b>Measure used:</b> Tiered Fidelity Inventory (TFI), TIPS-FC <b>Next scheduled update:</b>	<b>Measure used:</b> SWIS Data Year-to-Year Comparison <b>Next scheduled update:</b>		<b>Measure used:</b> Majors per day <b>Next scheduled update:</b>	
<b>Summary of current level:</b>	Average per day per month (majors plus minors); include trend	# of students with 1 major ODR this month	# of students with 2-5 major ODRs this month	#of students with 6+ major ODRs

Tier I PBIS Team Purpose	Tier I PBIS Team Agreements
<ul style="list-style-type: none"> <li>Hold PBIS meetings on-site at least once per month to plan and coordinate school-wide behavior systems.</li> <li>Plan, monitor, and update PBIS activities and programs.</li> <li>Attending district-wide meetings and trainings (approximately 4 per year) to promote the continuing development and maintenance of PBIS programs at Pathways iCARE.</li> </ul>	<ul style="list-style-type: none"> <li>Be on time to meetings (8:30 start time), and end on time.</li> <li>Speak respectfully about students and families at all times. Maintain confidentiality.</li> <li>Provide clear agendas with objectives, &amp; a parking lot for unrelated ideas.</li> <li>One person speaks at a time.</li> <li>Be honest, practice active listening.</li> <li>Stay focused, stay on task, and work productively. Time-keeper is assigned to re-focus group if needed.</li> <li>Come prepared to the meeting.</li> </ul>

**Problem Solving Process**

<b>Date of Initial Meeting:</b>				<b>Date(s) of Review Meetings</b>		
<b>Brief Problem Description</b> (e.g., student name, group identifier, brief item description):						
<b>Precise Problem Statement</b> <i>What? When? Where? Who? Why? How Often?</i>	<b>Goal and Timeline</b> <i>What? By When?</i>	<b>Solution Actions</b> <i>By Who? By When?</i>	<b>Identify Fidelity and Outcome Data</b> <i>What? When? Who?</i>	<b>I M P L E M E N T S O L U T I O N S</b>	<b>Did it work?</b> <i>(Review current levels and compare to goal)</i>	
<b>Current Levels:</b>			<i>What <b>fidelity</b> data will we collect?</i> <i>What? When? Who?</i>		<b>Fidelity Data:</b>	<b>Outcome Data (Current Levels):</b>
					<b>Level of Implementation</b>	<b>Comparison to Goal</b>
			<i>What <b>outcome</b> data will we collect?</i> <i>What? When? Who?</i>		<input type="checkbox"/> Not started <input type="checkbox"/> Partial implementation <input type="checkbox"/> Implemented with fidelity <input type="checkbox"/> Stopped Notes:	<input type="checkbox"/> Worse <input type="checkbox"/> No Change <input type="checkbox"/> Improved but not to goal <input type="checkbox"/> Goal met Notes:
				<b>Next Steps</b>		
					<input type="checkbox"/> Continue current plan <input type="checkbox"/> Modify plan <input type="checkbox"/> Discontinue plan <input type="checkbox"/> Other Notes:	

Notes:

[Paste new problem table(s) as needed]

**Organizational/Housekeeping Task List**

Item	Discussion	Decisions and Tasks	Who?	By When?

**Evaluation of Team Meeting (Mark your ratings with an "X")**

1. Was today's meeting a good use of our time?
2. In general, did we do a good job of **tracking** whether we're completing the tasks we agreed on at previous meetings?
3. In general, have we done a good job of actually **completing** the tasks we agreed on at previous meetings?
4. In general, are the completed tasks having the **desired effects** on student behavior?

	<b>Our Rating</b>		
	Yes	So-So	No