




Collaborative Problem Solving Plan C-PSP

*At NDMA we always try to be Accountable, Respectful and strive for Excellence.
Treat yourselves, others and property with respect and work to the best of your ability.*

Name: _____ Date of incident: _____ Time: _____

Classroom Teacher: _____ Staff Witness: _____

BEHAVIOR EXPECTATION INFRACTIONS	 Be Kind social skills	 Be Strong executive functioning	 Be Well emotion regulation
FOLLOW DIRECTIONS <i>Refusal to comply with adult request or school rules, defiance or rude behavior toward staff</i>			
BE READY TO LISTEN AND LEARN <i>Significantly disrupts teaching and learning.</i>			
USE APPROPRIATE LANGUAGE <i>Vulgarity, profanity, name calling, disrespectful comments and/or gestures.</i>			
KEEP HANDS, FEET AND OBJECTS TO YOURSELF <i>Pushing, poking, slapping, shoving, grabbing, spitting, throwing objects and/or any other unwelcome contact.</i>			
RESPECT PROPERTY <i>Misuse/abuse of personal or school materials or property.</i>			
SEVERE BEHAVIOR INFRACTIONS	1st Offense	2nd Offense	3rd Offense
Behavior Intervention Specialist needs to be contacted as soon as possible			
FIGHTING/ASSAULT <i>Physical aggression with intent to harm</i>			
SEVERE DEFIANCE <i>Refusal to comply with adult request resulting in unsafe circumstances.</i>			
HARASSMENT/THREATS <i>Any act of harassment, including sexual, racial, religious harassment, repeated unwelcome teasing, bullying or threats</i>			
DESTRUCTION/THEFT/VANDALISM			
WEAPONS			

POSSIBLE CONSEQUENCES GIVEN BY ADMINISTRATION FOR SEVERE BEHAVIOR INFRACTIONS (Text in BOLD are mandatory)

LEVEL 3	LEVEL 4	LEVEL 5
<ul style="list-style-type: none"> • Home Contact • Parent Conference • Office Visit • Restitution • In School Suspension • Out of School Suspension 	<ul style="list-style-type: none"> • Home Contact • Parent Conference • Office Visit • Restitution • In School Suspension • Out of School Suspension • Police Notification 	<ul style="list-style-type: none"> • Home Contact • Parent Conference • Office Visit • Restitution • In School Suspension • Out of School Suspension • Police Notification • Expulsion

COLLABORATIVE PROBLEM SOLVING PLAN

(Staff fill out the entire form)

1. **Staff specific identification or observation of the behavior?** *What expectation was not being met?*

2. **What happened, when did it happen, where did it happen, and while doing what?** *(Student's perspective)*
(Empathy Step and Information Gathering Step)

3. **How did your behavior hurt or affect yourself and/or other people and how are you going to repair any relationships?**

4. **What character trait did you choose to ignore?:** Respect ____ Responsibility ____ Gratitude ____ Empathy ____
Perseverance ____ Honesty ____ Cooperation ____ Courage ____ Creativity ____

5. **Which traits would have helped you to avoid the situation?** Respect ____ Responsibility ____ Gratitude ____ Empathy ____
Perseverance ____ Honesty ____ Cooperation ____ Courage ____ Creativity ____

6. **How will we solve this problem so it does not happen again?** (Collaborative problem solving with student and staff)

Staff Signature: _____

Student Signature: _____

Families: Please discuss this C-PSP with your student. Thank you for your attention to this matter. Please sign and return the form to school.

We discussed and agreed that this plan was decided on to help avoid future problems.

Student Signature: _____ Parent/Guardian Signature: _____ Date _____