

Appendix E Supplemental Documents

This appendix shows examples of supplemental documents that can be used to support the wraparound team meetings. These documents show how two children who are both enrolled in a family could have an integrated planning process that produces two separate but integrated plans. This appendix includes meeting agendas and minutes for the first three meetings which were the meetings used to establish the initial ICPs for both children, a meeting several months into the process (October 13), the next to last wraparound team meeting (May 18), and the transition wraparound meeting. The appendix also includes examples of current plans that might be given to team members following the October 13th and May 18th meetings.

Agenda July 14 (Initial Tisha)

Minutes July 14 (Initial Tisha)

Agenda July 19 (Initial AJ)

Minutes July 19 (Initial AJ)

Agenda July 23 (Crisis Plan Meeting AJ)

Minutes (Crisis Plan Meeting AJ)

Agenda October 13

Minutes October 13

Sample Take-Away Plan October 13

Agenda May 18

Minutes May 18

Agenda June 10 (Transition meeting)

Minutes June 10 (Transition meeting)

Agenda Viera Initial ICP Meeting July 14, 2010

Introductions of Team Members

Team Process

Family Vision

Team Concerns

Team Mission

Prioritized Needs and Goals

Action Plan for First Need

Short term objective for First Need

Strengths about First Need

Culture about First Need

Brainstorming Options

Developing Specific Tasks

Repeat for Second Need if Time

Team Evaluation of Process

Minutes for Initial Viera ICP Meeting July 14, 2010

Introductions of Team Members – Mariam introduced all of the team members and the team members added strengths for the family.

Ground Rules

- No blaming, no shaming; keep meetings positive
- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
- Everyone should have their say and everyone else should listen

Confidentiality: Keep personal business private, maintain confidentiality, what is said in meetings stays in the meetings, and team learns to trust each other

Team decision making: Tina says as long as safety concerns are met for Tisha and Keith (AJs probation officer) says as long as plan meets probation plan for AJ; Mariam, Anthony and AJ will make final decisions, with team input

Team Concerns

- Tina is worried that repeated episodes of injury to Tisha could result in removal from the home
- Keith is concerned that if AJ does not keep with his probation plan and meet the terms for returning to school he could end up in detention
- Josie is concerned that AJ seems behind in his homebound work and needs to develop a good safety plan to keep him out of trouble if he returns to school
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Vision: “We are the best parents we know how to be. Tisha’s behavior is greatly improved and we have more fun together. AJ is off probation because he is drug and violence free, and is succeeding at home and school. AJ demonstrates respect of his peers by not fighting or bullying them.”

Team Mission: “We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes

Family Vision

Prioritized Needs and Goals: the team decided that the stress Tisha causes in the home is the most important first thing to address and that ensuring AJ is meeting the conditions of his probation plan and finishing his summer home schooling are also priorities that need to be addressed in the initial plan.

Action Plan for First Need: the action plan for helping Mariam, Anthony and AJ deal better with Tisha’s behavior was developed in this meeting.

Team Evaluation of Process – the team thought it is a good plan but feels a rush to get AJs first plans developed

Agenda Viera ICP Meeting July 19th

Report on strengths, accomplishments, follow through on current plans, and team contributions

Team Process:

Ground Rules

- No blaming, no shaming; keep meetings positive
- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
- Everyone should have their say and everyone else should listen

Confidentiality: Keep personal business private, maintain confidentiality, what is said in meetings stays in the meetings, and team learns to trust each other

Team decision making: Tina says as long as safety concerns are met for Tisha and Keith (AJs probation officer) says as long as plan meets probation plan for AJ; Mariam, Anthony and AJ will make final decisions, with team input

Vision: "We are the best parents we know how to be. Tisha's behavior is greatly improved and we have more fun together. AJ is off probation because he is drug and violence free, and is succeeding at home and school. AJ demonstrates respect of his peers by not fighting or bullying them."

Team Mission: "We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes

Prioritized Needs and Goals for AJ

- Meet the conditions of his probation plan
- Complete requirements to enter 10th grade in the fall

Action Plan for First Need

Short term objective for First Need

Strengths about First Need

Culture about First Need

Brainstorming Options

Developing Specific Tasks

Repeat for Second Need if Time

Team Evaluation of Process

Minutes for Viera ICP Meeting July 19th

Report on strengths, accomplishments, follow through on current plans, and team contributions. Mariam, Cara and Edie reported they had followed through on the action steps about seeking out an early childhood specialist and the recommendations that led them to contact Bruce Martin who has agreed to work with them and is attending this meeting. Everyone introduced themselves to Bruce and welcomed him to the meeting. AJ and Keith reported that AJ has continued to meet all of his probation requirements except he is behind in his home schooling schedule. Mariam reported that the safety plan developed to manage Tisha's public defecation is continuing to work better and she feels good about this.

Prioritized Needs and Goals for AJ the team reviewed the prioritization of needs at the last meeting and agreed to focus on the two needs identified for AJ but since Bruce had become part of the team so quickly that they wanted to go ahead and move to the next action steps for Tisha.

The action plan for Tisha's behavior was reviewed and new options brainstormed and added to the plan.

The action plan for AJ meeting the terms of his probation plan was addressed and it was decided to begin to focus on consistent house rules at Anthony and Mariam's and to start working on a plan to make sure he finished his home schooling in time to start 10th grade with the rest of his class.

Another date was set to develop the crisis plan for fighting and aggression (July 23rd)

Team Evaluation of Process – the team was happy with the fast progress to get Bruce on the team and the direction of AJs plan. There was some concern about the meetings being slow and needing to cover more ground in less time because so many of the team members have full schedules.

Agenda Viera ICP Meeting July 23rd

Report on strengths, accomplishments, follow through on current plans, and team contributions

Team Process:

Ground Rules

- No blaming, no shaming; keep meetings positive
- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
- Everyone should have their say and everyone else should listen

Confidentiality: Keep personal business private, maintain confidentiality, what is said in meetings stays in the meetings, and team learns to trust each other

Team decision making: Tina says as long as safety concerns are met for Tisha and Keith (AJs probation officer) says as long as plan meets probation plan for AJ; Mariam, Anthony and AJ will make final decisions, with team input

Vision: "We are the best parents we know how to be. Tisha's behavior is greatly improved and we have more fun together. AJ is off probation because he is drug and violence free, and is succeeding at home and school. AJ demonstrates respect of his peers by not fighting or bullying them."

Team Mission: "We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes

Prioritized Needs and Goals for AJ

- Crisis plan to prevent and respond to fighting and aggression

Review Functional Assessment

Short term objective for Fighting and Aggression

Strengths and Culture

Brainstorming Options

- To support prevention around setting events
- To support early interventions around signs behavior is beginning
- To develop specific plan if fighting occurs
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Developing Specific Tasks

Team Evaluation of Process

Minutes for Viera ICP Meeting July 23rd

Accomplishments: Bruce and the family completed assessment and developed strategies to support managing episodes of public defecation which may have decreased to an average of six per week the last two weeks, and a “play on your own” program. The family reports feeling more hope. AJ has met all aspects of probation plan for the last two weeks and is catching up on school assignments. AJ completed 6 daily assignments since the last meeting which puts him on track to be finished before school starts.

Team Member Concerns

- To be reinstated he must meet with the school Principal and sign a behavioral contract to follow school rules and not be involved in any fights.

Agenda Viera ICP Meeting October 13th

Report on strengths, accomplishments, follow through on current plans, and team contributions

Team Process:

Ground Rules

- No blaming, no shaming; keep meetings positive
- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
- Everyone should have their say and everyone else should listen

Confidentiality: Keep personal business private, maintain confidentiality, what is said in meetings stays in the meetings, and team learns to trust each other

Team decision making: Tina says as long as safety concerns are met for Tisha and Keith (AJs probation officer) says as long as plan meets probation plan for AJ; Mariam, Anthony and AJ will make final decisions, with team input

Vision: "We are the best parents we know how to be. Tisha's behavior is greatly improved and we have more fun together. AJ is off probation because he is drug and violence free, and is succeeding at home and school. AJ demonstrates respect of his peers by not fighting or bullying them."

Team Mission: "We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes

Action Plan Discussion and Revisions

- Tisha play own her own
- Tisha attending early care and education
- AJ Probation Plan
- AJ School
- AJ Fighting Plan

Team Evaluation of Process

Minutes for Viera ICP Meeting October 13th

Accomplishments: Tisha started Early Head Start on the 5th and has completed each day. The Early Head Start teacher is Susan Adams. Mariam and Bruce met with her and her staff after school the day before Tisha started and shared what they were doing with Tisha. Mariam will check-in with Susan three days a week to see how Tisha is doing to coordinate efforts. Anthony and AJ report their visits and activities continue to go well with her.

AJ is still attending school, not fighting, following through on the crisis plan and testing clean. There have been no reported episodes of bullying since the last team meeting. AJ has developed restitution plans with Keith (probation) and Coach Martinez (to get back on soccer team). He will start these activities next week. AJ reported that sitting down and developing these plans with an adult authority figure was hard but it also made him feel good because he was taking control instead of being told what to do.

Mariam and AJ have been having nightly talks about the day and how well the first steps of this plan were developed and reported on in other goals. The family has weekly “family meetings” and have only missed one week since this started in July. Overall, AJ, Anthony and Mariam report this is improving communication and reducing family stress.

Team Concerns

- Tisha seems less settled at home and has had a decrease in play on her own, clinging more to Mariam.
- There has been no bullying in the last period but a repeat could result in expulsion from school.
- On the midpoint grades AJ was failing 2 of 5 courses and had 2 Ds. If he does not pass at least 4 courses Keith say his probation will be revoked.

Action Plan Discussion and Revisions

- Tisha play on her own – no new tasks developed but Bruce and the family will be focusing on reestablishing stability at home after the start of early care and education
- Tisha attending early care and education – this seems to be going OK Mariam and Bruce will check in with them to make sure she continues to stabilize in this new place
- AJ Probation Plan – AJ has had no bullying since the last meeting but plans were developed for community and school restitution because of the bullying and his probation has been extended
- AJ School – AJ is not passing most of his courses and this is a real concern. A plan was developed to monitor his work more closely and for him to get tutoring assistance.
- AJ Fighting Plan – he has had no episodes since last meeting and this plan seems to be working

Team Evaluation of Process – team noted that this is an up and done process but everyone seems more optimistic it can work

Complete Individualized Care Plan for AJ and Tisha Viera and Family

COVER SHEET

Youth's name: AJ Viera	Date of plan: 7-14-2010 and 7-19-2010
CSA name: Child and Family Focus	Intensive Care Coordinator: Laurie Beckel
Primary care provider: Tucson Health Department Clinic	Family Partner: Edie Martinez
Contact information: 233 First St. Apt B, Tucson AZ	Date of Well-Child Care Visit: June 19, 2010
Date First ICP sent to primary care provider: 7-20-2010	Date of Safety Plan Review: 6-18-2010

Ongoing Supports and Services that are expected to Continue after Wraparound

These ongoing supports and services (formal and natural) will become the sustainability plan for the family.

Date Identified	Support name/type	Relationship to Child	Frequency of contact	Type of Support
7-14	Cara Peters	Mother's best friend	Daily	Child care, moral support, substance use abstinence support
7-14	Nyrell Johnson	AJ'S best friend	Daily	Role model, activity initiator, behavior control
7-28	Bette Franklin	Mother's friend	2-4 times monthly	Mother with older child who had similar needs to Tisha. Share knowledge and support
8-11	Dookie Hill	AJ's friend	5 times per week	Do activities together, keep him out of trouble
10-13	Franco Martinez	AJ/Nyrell soccer coach	4-5 times per week	Coaches high school and community soccer team

Current Medications for Target Youth

Name of medication	Name and contact information of prescriber	Target symptoms
None		

Ground Rules: (including confidentiality and how the team will make decisions)

- No blaming, no shaming; keep meetings positive
- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
- Everyone should have their say and everyone else should listen
- Team decision making: Tina says as long as safety concerns are met for Tisha, and Keith (AJs probation officer) says as long as plan meets probation plan for AJ; Mariam, Anthony and AJ will make final decisions, with team input
- Confidentiality: Keep personal business private, maintain confidentiality, what is said in meetings stays in the meetings, and team learns to trust each other

Vision: (The youth and family's strength-based statement (using their own words) of how they want their life to be different in the future)

"We are the best parents we know how to be. Tisha's behavior is greatly improved and we have more fun together. AJ is off probation because he is drug and violence free, and is succeeding at home and school. AJ demonstrates respect for his peers by not fighting or bullying them."

Team Mission: (How the team commits to support the youth and family to achieve their vision)

"We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes"

Needs to be Addressed (Priority needs that will be addressed first are in bold)

1. Mariam, AJ, and Anthony need help to better understand Tisha's behavior and help her to be safe, less clingy and less aggressive to others
2. Tisha needs help to control public defecation and aggression to others
3. AJ needs help to get off probation. To do this, he must meet nightly curfews, be clean on random drug screens, attend and meet school requirements and be free from violence to others
4. AJ, Anthony and Mariam need help to develop and implement consistent house rules
5. Mariam and Anthony need help to engage Tisha in some activities she can do alone or with peers that she enjoys and that allow caregivers to do other needed activities

Care Planning Team (CPT) Members:

Name	Role	Strengths	Date On	Date Off
Mariam Viera	Mother	She takes care of Tisha when most people could not. She is very dedicated to her kids and will work hard to help them succeed.	7-14-10	
Anthony Viera	Father	Anthony wants to co-parent with Mariam and will give time to learn and follow through on parenting. He is a good resource for AJ.	7-14-10	
AJ Viera	Brother/Youth	AJ does not want to attend meetings or go to therapy, but is a smart kid who wants to get and stay out of trouble.	7-14-10	
Tisha Viera	Sister/Youth	Tisha is 2 years old and will not attend meetings but this is her plan.	7-14-10	
Nyrell Johnson	Cousin	Nyrell is AJ's best friend; he is a good role model and can calm AJ down when he gets upset.	7-14-10	
Tina Jones	Child Welfare Worker	Tina wants Tisha to be safe. Although she is concerned that Mariam may not have the skills or patience to control Tisha, she believes Mariam is trying very hard and is willing to help to keep Tisha at home and help her be safe there.	7-14-10	
Josie Smith	School Counselor	Josie wants AJ to succeed and is willing to work with school officials to get him more individualized support, reinstated at school, and in time, back on the soccer team.	7-14-10	
Cara Peters	Mother's Friend	Cara is Mariam's "rock". She is always there for her, supports her sobriety, provides child care, and listens and gives suggestions without blaming or telling Mariam what to do.	7-14-10	
Keith Overhouse	AJ's Probation Officer	Keith insists that AJ meet the terms of his probation plan but is flexible and wants and believes AJ can succeed.	7-14-10	
Samuel Wickerson	AJ's therapist	Samuel was able to connect with AJ and engage him in the therapeutic process. He has also engaged Anthony and Mariam in the process of family therapy and has helped AJ learn some things about his behavior.	7-14-10	

Bruce Martin	Early Childhood Expert	Bruce brings a lot of information about early childhood development, joined the team on short notice and has already identified many parenting strengths in Mariam and Anthony.	7-19-10	
Sara Boyers	Part C Service Coordinator	Sara joined the team when Tisha became eligible for Part C services. She is very knowledgeable about resources and has access to funding and mandates to get Tisha into Early Head Start and other early childhood services.	9-28-10	

Signatures:

Intensive Care Coordinator:	Date:
Family Partner:	Date:
Family Member(s):	Date:

Note: By signing this document, I acknowledge that I was fully included in the development of the ICP and agree with its contents.

Child: AJ Viera

Life Domain Legal, School, Substance Use

Need(s) (Specific statement related to CANS items and Medical Necessity): AJ needs help to get off probation. To do this, he must meet nightly curfews, be clean on random drug screens, attend school each day, and be free of violence to others.

Added 10-13-10. AJ must also do 50 hours of restitution through community service.

Family

7-1-10	2 - AJ and mother have frequent arguments and difficulty maintaining positive relationships
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Community

7-1-10	3- AJ has engaged in multiple acts of fighting and vandalism which may soon result in his placement in juvenile justice detention
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Oppositional

7-1-10	3- AJ has caused physical harm to others and refused authority figure intervention
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Conduct

7-1-10	3 - AJ is on probation and expelled for the rest of the school year as result of his aggression to others
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Substance Use

7-1-10	1 - AJ was caught with illegal drugs when placed on probation and there are indications of casual usage
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Bullying (added 9-28-10)

7-1-10	1 – AJ has a history of fighting but it does not appear to be bullying in nature
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Goal: AJ will meet the conditions of his probation plan by not fighting, meetings curfews, attending and completing school work, and not using drugs or alcohol.

Strengths for this Need: (Match strengths of youth, family, and team for this goal. What can the team build on?)

- AJ has friends at school and in the neighborhood
- His best friend is his cousin Nyrell who is in his grade at school and a good role model
- AJ is close to his Dad (Anthony), sees him often, and likes to work out and play soccer with him
- AJ likes and is good at video games and sports requiring agility
- AJ and Nyrell would like to play high school soccer together
- LaRisa supports the boy's friendship and lets them hang out and play Wii at her home
- AJ can walk to LaRisa and Anthony's
- AJ likes one-on-one time with his mother, especially watching movies

Added 7-28

- AJ has three other friends who like to do activities with him and could help him stay out of trouble

Culture for this Need (Define aspects of youth and family culture that relate to this goal)

- Anthony believes you should protect yourself and taught AJ mixed martial arts
- AJ believes you must stand up for yourself
- Mariam accepts responsibility that her drinking and domestic violence with Anthony was a cause of AJ's problems
- AJ's parole officer says AJ is a smart kid who is not looking for trouble
- AJ likes it to be quiet at home and does not like his privacy invaded or possessions messed with
- AJ listens to his therapist, is open with him, and says he has learned some things about himself

Added 8-11-10

- AJ has mutual respect for a close group of friends who will help each other out

Brainstormed Options

Meeting Date	Options (Bold items were selected by the family)
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10-13-10	AJ developed a restitution plan with Coach Martinez. This was reported to the team and they provided unanimous support Dookie could mentor AJ Dookie could met with him several times a week to help him get his work done Mariam could review assignments and grades online with AJ They could talk about it at family sessions Samuel could add bullying and school to topics for therapy Therapeutic mentor Mariam could help with school work AJ could meet with Josie several times a week Josie could send reports to Keith Get a tutor
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Short Term Objective:

Meeting Date	Objective(s)	Measurement Strategy
10-13-10	Non-negotiable house rules (curfew, non-aggression, and no substance use) will be followed 100% of the time and 32 of 35 negotiable house rule check-offs will be completed each week.	The daily activity log will add the community activity planned with Anthony and Nyrell. Weekly reviews with Anthony, Keith and Samuel and every other week with Josie.

Tasks	Responsible Person	Target Start Date	Target End Date	Task Status
1. Mariam and AJ will talk each evening and review the day and check-in on how well house rules are working. They will meet with Anthony once a week to review how things are going.	Mariam/AJ Anthony	7-23-10	ongoing	

2. AJ and Nyrell can see each other even if he is in trouble, Mariam will monitor to see that it is not video game playtime.	Mariam	7-19-10	ongoing	
3. A crisis safety plan has been developed for AJ fighting and will be followed as part of his terms of probation.	AJ	7-28-10	ongoing	
4. Anthony and Mariam will join for family therapy every third session with Samuel. They will process the issues identified through the nightly check-ins and weekly family meetings.	AJ/Mariam Anthony Samuel	8-02-10	3-07-11	
5. AJ, Anthony and Nyrell will develop a list of activities to do and try to have something scheduled each day although all of them may not be involved every day.	AJ, Nyrell Anthony	8-14-10	Ongoing	
6. AJ and Nyrell will start in a community soccer league with guidance from Bernie.	AJ, Nyrell Bernie	9-18-10	10-19-10	
7. Anthony, AJ, Nyrell, Bernie and Dookie will monitor and support each other in their work-outs and physical fitness.	AJ, Nyrell Anthony Bernie, Dookie	9-11-10	Ongoing	
8. A safety plan was developed for bullying at school today and Keith has required all of the community restitution restored to the terms of his probation (see crisis plan).	AJ, Josie	9-29-10	Ongoing	
Date of Meeting	Progress (Check one.)			Accomplishments / Progress and Barriers (narrative)
	Met	Partially Met	Not Met	
October 13, 2010		X		AJ is still attending school, not fighting, following through on the crisis plan and testing clean. There have been no reported episodes of bullying since the last team meeting but the team is concerned. On the midpoint grades AJ was failing 2 of 5 courses and had 2 Ds. If he does not pass at least 4 courses Keith say his probation will be revoked. AJ and Dookie developed a tutoring and monitoring plan to help AJ catch up. AJ has developed restitution plans with Keith (probation) and

				Coach Martinez (to get back on soccer team). He will start these activities next week. AJ reported that sitting down and developing these plans with an adult authority figure was hard but it also made him feel good because he was taking control instead of being told what to do.
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Child: AJ Viera

Life Domain: Emotional/Behavioral, School, Legal

Need(s) (Specific statement related to CANS items and Medical Necessity): AJ needs help to interact with others without physical or verbal aggression. In the past these actions have resulted in expulsion from school, arrest and probation.

Revised 9-28-10 AJ needs help to interact with others without physical or verbal aggression and bullying. In the past, physical aggression has resulted in expulsion from school, arrest and probation. Another incident of bullying could result in expulsion from school for the remainder of this year.

School

7-1-10	3 – AJ was on school suspension for the last three months of school for fighting
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Community

7-1-10	3- AJ has engaged in multiple acts of fighting which may soon result in his placement in juvenile justice detention
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Oppositional

7-1-10	3- AJ has caused physical harm to others and refused authority figure intervention
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Conduct

7-1-10	3 - AJ is on probation and expelled for the rest of the school year as result of his aggression to others
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Bullying (added 9-28-10)

7-1-10	1 – AJ has a history of fighting but it does not appear to be bullying in nature
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Goal: AJ will meet and interact with others at school and in the community with no episodes of physical or verbal aggression.

Revised 9-28-10 AJ will interact with others at school and in the community with no episodes of physical or verbal aggression or bullying.

Strengths for this need (Match strengths of youth, family, and team for this goal. What can the team build on?)

- AJ has friends at school and in the neighborhood
- His best friend is his cousin Nyrell who is in his grade at school
- Nyrell is a good role model and is good at calming AJ down
- AJ is close to his Dad (Anthony), sees him often, and likes to work out and play soccer with him
- AJ and Nyrell would like to play high school soccer

Added 8-11-10

Culture for this Need (Define aspects of youth and family culture that relate to this goal)

- Anthony believes you should protect yourself and taught AJ mixed martial arts
- AJ believes you must stand up for yourself
- Mariam accepts responsibility that her drinking and domestic violence with Anthony was a cause of AJ's problems
- AJ's parole officer says AJ is a smart kid who is not looking for trouble
- AJ likes it to be quiet at home and does not like his privacy invaded or possessions messed with
- AJ listens to his therapist, is open with him, and says he has learned some things about himself
- AJ has mutual respect for a close group of friends who will help each other out

Short Term Objective:

Meeting Date	Objective(s)	Measurement Strategy
10-13-10	AJ will have no incidents of fighting or bullying and fewer than 2 episodes of verbal aggression in the next two weeks	The fighting log will include bullying. Mariam will talk to Josie at least weekly and add any incidents of bullying to the log. The reviews will continue.

Prior to (list a trigger):	Prevention Steps Task (list a prevention step):	Responsible Person	Target Start Date	Target End Date	Task Status
AJ was upset because Tisha had been loud, demanding or in his stuff before he left the house	<ul style="list-style-type: none"> Mariam with AJ's help will implement the crisis plan for Tisha which should reduce the disruption in the home. 	Mariam and AJ	8-11-10	Ongoing	
	<ul style="list-style-type: none"> AJ will have some noise cancelling headphones that he can use with the video games, computer or just to block out noise in the house. 	Anthony and Mariam	8-05-10	8-05-10	Complete
	<ul style="list-style-type: none"> AJs room will be off limits to Tisha and he will be able to secure the door to keep her out. He will keep things he does not want her to disturb in his room. AJ and Samuel will continue to explore the situations that lead to aggression and strategies for self-control. 	Anthony and Mariam			
	<ul style="list-style-type: none"> Samuel and AJ will develop a way for AJ to check his level of "jumpiness" and anxiety through sessions. AJ will assess his self-control before entering larger groups of people. If he feels he is not fully in control he will remind himself of his probation plan (in his pocket). 	Samuel AJ	8-05-10	8-05-10	Complete

AJ was in a situation in which there were multiple people standing around and the noise level was louder	<ul style="list-style-type: none"> Keith will talk to Anthony and AJ about strategies to “save face” and still not get involved in fighting once a situation begins to escalate. Anthony, Nyrell and AJ will role play these situations and practice the responses. AJ will debrief his day and any situations with Miriam each evening and call Anthony and debrief if he got close to fighting. 	Samuel AJ	7-29-10	12-15-10	Complete
	<ul style="list-style-type: none"> AJ and Samuel will explore his feelings of being disrespected and develop non-violent strategies to respond to this. AJ will role play responses to taunts and teasing with Nyrell. AJ will role play being bumped or touched with Anthony and Nyrell. 	AJ	7-29-10	8-19-10	Complete
Other youth teased him about his size, his family or something else that he took as a personal affront	<ul style="list-style-type: none"> When AJ has not slept well, when he feels bad or when he is upset because of something Tisha has done he will avoid groups of people and will try to be with Nyrell who will help to keep him calm AJ will also seek out Dookie, Manuel, and Juan when he is “feeling jumpy”. 	Keith	8-12-10	Ongoing	
	<ul style="list-style-type: none"> AJ will review his datasheet with Josie so they can determine if any changes in schedule or activities would reduce the chance of fighting. AJ will avoid certain past “friends” at school who have often been around when he got into trouble unless he is with Nyrell . 	AJ Anthony and Nyrell	8-03-10	8-17-10	Complete
		AJ Anthony and Mariam	8-07-10	8-14-10	Complete
			7-28-10	Ongoing	

			9-17-10	9-17-10	Complete
		AJ, Anthony and Nyrell	9-29-10	Ongoing	
			1-29-11	Ongoing	

Early Intervention Steps		Responsible Person	Target Start Date	Target End Date	Task Status
Signs Behavior is Beginning:	Task (Early Intervention):				
Before AJ becomes verbally aggressive or starts to shove other people he often starts talking louder, he will crowd people's personal space and stare	<ul style="list-style-type: none"> Nyrell and AJ will recruit three other friends to help AJ avoid fighting. When AJ is going into groups of people he will try to have one of his "friends" with him. When AJ begins to become verbally aggressive crowding or shoving others someone will remind him of his probation plan. When AJ begins to become verbally aggressive, crowding or shoving others, someone will encourage him to move away from the crowd of people. When AJ begins to become verbally aggressive, crowding or shoving others, someone will encourage him to move away from the crowd of people. 	Nyrell and AJ AJ Nyrell and designated friends Nyrell and designated	8-13-10 8-03-10 8-16-10	8-13-10 Ongoing Ongoing	Complete

He reports that he feels “jumpy” which makes him very sensitive to any noises or annoyances	<ul style="list-style-type: none"> • When AJ feels “jumpy” he will read his probation plan and tell Nyrell he is feeling jumpy if Nyrell is around. • When AJ feels “jumpy” he will move away from groups of people. • When AJ feels “jumpy” he will go to a quiet place and place and play video games on his phone. 	friends	7-29-10	Ongoing	
		Nyrell and designated friends	7-29-10	Ongoing	
		AJ			
		AJ	7-29-10	Ongoing	
		AJ	7-29-10	Ongoing	
			7-29-10	Ongoing	

Behavior or Crisis	Intervention Steps Task (intervention steps):	Responsible Person	Target Start Date	Target End Date	Task Status
If AJ hits or kicks another youth at school. (The school has a zero tolerance policy and AJ could have been expelled for the last offense. Because he is in wraparound and has this safety plan he is being given one last chance).	<ul style="list-style-type: none"> • Anyone around should talk to him calmly and get him to back away from the situation. He will go to the Vice Principals office and calm down until a police officer can take him to detention. • He will be expelled from school for the rest of the year and will have to develop a restitution plan to be allowed to return to school next year. • Keith will review the situation with the school and if the behavior appears to be self-defense he may be enrolled in the day treatment alternative school or his probation may be revoked and sent to a juvenile justice lockdown group home. 	AJ, Nyrell, the identified "friends"	7-29-10	Ongoing	
If AJ hits or kicks another youth in the community		Vice Principal	7-29-10	6-13-11	Complete
	<ul style="list-style-type: none"> • Anyone around should talk to him calmly and get him to go home or to Anthony's. • He will debrief the situation with Mariam and Anthony and they will call Keith. • Keith will review the situation and his probation may be revoked and sent to a juvenile justice lockdown group home. 	Keith	8-03-10	6-13-11	Complete
	<ul style="list-style-type: none"> • Anyone around should talk to him calmly and get him to turn himself in to the principal 	AJ, Nyrell, and friends	7-29-10	Ongoing	Complete
		Anthony, Mariam, AJ	7-29-10	6-13-11	Complete

If AJ bullies another youth at school		Keith	7-29-10	6-13-11	Complete
		AJ, Nyrell, and friends	9-29-10	6-13-11	

Date of Meeting	Progress (Check one.)			Accomplishments / Progress and Barriers (narrative)
	Met	Partially Met	Not Met	
October 13, 2010		X		AJ is still not fighting, following through on the crisis plan and testing clean. There have been no reported episodes of bullying since the last team meeting. AJ has developed restitution plans with Keith (probation) and Coach Martinez (to get back on soccer team). He will start these activities next week. AJ reported that sitting down and developing these plans with an adult authority figure was hard but it also made him feel good because he was taking control instead of being told what to do.

Child: AJ Viera

Life Domain School and Behavior

Need(s) (Specific statement related to CANS items and Medical Necessity): AJ needs help to meet the terms of his suspension so he can begin school with his class in September. During the next school year he needs help to pass all his classes and not violate the rules of aggression against others.

School

7-1-10	3 – AJ was on school suspension for the last three months of school for fighting
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School Achievement

7-1-10	3 – AJ was failing most of his classes when he was expelled
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Conduct

7-1-10	3 – AJ is on probation and expelled for the rest of the school year as result of his aggression to others
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Bullying (added 9-28-10)

7-1-10	1 – AJ has a history of fighting but it does not appear to be bullying in nature
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Goal: AJ will complete summer school requirements and successfully complete the 10th grade by June 2011.

Strengths for this Need Match strengths of youth, family, and CPT in this life domain. What can the team build on?

- Nyrell is in the same grade as AJ and shares many classes and activities
- Dookie is another close friend who is good at school work
- Josie wants AJ to succeed and will support him to get another chance
- AJ wants to be in the same grade level as his friends
- AJ did well in school through fifth grade

- AJ has done well in a at least one class each year since, when he connects with a teacher
- AJ likes shop and his shop teacher
- AJ works steady when helping Anthony and his painting business

Culture for this Need

- AJ wants to avoid detention and is willing to work to make this happen
- Anthony did not complete high school and feels OK about his painting business
- Mariam finished high school and thinks some post high school training could help her get a better job
- Mariam and Anthony both feel AJ needs to finish high school and Mariam thinks he needs some specialized training post high school
- They believe in military service and think this could be a good option to get post high school training

Short Term Objective and Measurement Strategy:

Meeting Date	Objective(s)	Measurement Strategy
10-13-10	AJ attend school daily and not get involved in any fights or bullying. AJ will complete and make Cs or better on 75% of his assignments . AJ will complete all required restitution activities each week.	The log and daily debriefing will continue. Mariam and AJ will monitor grade reports and report to the team. AJ has a tracking sheet of restitution activities he must do to play soccer. He will check these off with Coach Martinez and report at weekly family conferences.

Brainstormed Options

Meeting Date	Options (note options selected by family in bold)
10-13-10	Josie will show Mariam how to monitor grades online

	An art class instead of his study hall Dookie and AJ could modify the current plan of support Mariam and Anthony could continue to review with AJ Have someone monitor him during study hall The team reviewed the brainstorming for the past meeting on grades and considered those options
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Tasks	Responsible Person	Target Start Date	Target End Date	Task Status
1. Nyrell and/or Dookie will be with AJ during lunch and breaks to help him control aggression to others.	Nyrell Dookie	8-30-10	Ongoing	
2. Mariam, Anthony and AJ will monitor his progress each week in their family meetings.	Mariam Anthony AJ	9-18-10	Ongoing	
3. Dookie and AJ will develop a plan to provide tutoring and homework support so he can pass his classes.	Dookie AJ	10-16-10	10-30-10	
4. Coach Martinez, Josie and AJ will meet and plan how AJ can do restitution for the bullying of other students.	Coach AJ	10-15-10	10-15-10	
5. AJ will complete an interest inventory with Josie to determine the types of classes and future education he would prefer.	Josie AJ	10-21-10	10-28-10	
Date of Meeting	Progress (Check one.)	Accomplishments / Progress and Barriers (narrative)		

(Add additional rows as needed.)				
	Met	Partially Met	Not Met	
October 13, 2010		X		AJ continues to go to school every day and there have been no more reported episodes of bullying. Unfortunately his current grades show he is failing several courses and in danger of failing all but shop. Review of the school records show he has failed to complete multiple homework assignments and is also not scoring well on the tests. Keith says failing multiple classes could be reason to revoke or extend his probation. Coach Martinez told Josie that the combination of grades and the bullying incidents make AJ ineligible for soccer. Edie has continued to meet with Anthony and Mariam to develop parenting strategies to get AJ back on the right track.

Agenda Viera ICP Meeting May 18th

Report on strengths, accomplishments, follow through on current plans, and team contributions

Team Process:

Ground Rules

- No blaming, no shaming; keep meetings positive
- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
- Everyone should have their say and everyone else should listen

Confidentiality: Keep personal business private, maintain confidentiality, what is said in meetings stays in the meetings, and team learns to trust each other

Team decision making: Tina says as long as safety concerns are met for Tisha and Keith (AJs probation officer) says as long as plan meets probation plan for AJ; Mariam, Anthony and AJ will make final decisions, with team input

Vision: "We are the best parents we know how to be. Tisha's behavior is greatly improved and we have more fun together. AJ is off probation because he is drug and violence free, and is succeeding at home and school. AJ demonstrates respect of his peers by not fighting or bullying them."

Team Mission: "We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes

Action Plan Discussion and Revisions

- Tisha behavior
- Tisha attending early care and education
- AJ Probation Plan
- AJ School
- AJ Fighting Plan
- Family Plan

Team Evaluation of Process

Minutes for Viera ICP Meeting May 18th

Accomplishments: Mariam and Anthony feel comfortable managing Tisha's future and AJ likes being with his sister more. Mariam and Tisha have started "play dates" with Minnie and Margret. Tisha has adapted to the longer times away from Mariam and teachers at both centers report more positive interactions with other children. She does a lot of parallel play during free time but is also seen to interact with other children through sharing and joint play several times a day. Sara and Mariam completed the applications for Part B and for Head Start in the fall. Kid's Den will take her on full-time when Early Head Start ends.

AJ should pass all classes with Cs or better. AJ developed a plan with Josie to do 2 summer internet core courses so he can take an art class and half day vocational track each semester next year. He met with Josie and they developed a plan for him to complete two core courses (11th grade math) on line this summer. AJ is very excited to take these classes and by going in the morning he can still play soccer. He is excited about being off probation and moving forward with his life. He has met this goal and the team is very proud of him.

Anthony attended 15 AA meetings and says he is not drinking. He found a friend at AQA (Luis) who is a single dad who has older children who had many of their own challenges and are doing better. Anthony says that talking to Luis really helps him.

The family scored 8.2 on their scales of getting along and communication and report they feel much better about their communication and optimism for the future. Mariam and Tisha had 6 "play dates" this month and Mariam is pleased with how well Tisha is doing.

Action Plan Discussion and Revisions

- Tisha behavior – the family knows that they will need to use and refine their skills to help Tisha but are feeling confident that they can do it. Although services with Bruce have ended Mariam knows she could set another appointment if she needs help and she gets supports for the other parents and from the school staff.
- Tisha attending early care and education – Mariam and Sara have been working to get Tisha into the Early Headstart program once she turns three and should have this process done in the next couple of weeks. Specific tasks were developed to accomplish this.
- AJ Probation Plan – AJ has met the terms and should be off probation this month.
- AJ School – AJ is on course to pass all his courses and tasks were developed for him to do some summer internet courses so he would have more time for his art and start half day in vocational classes next fall.
- AJ Fighting Plan – AJ has not had any incidents in the past seven months and this plan is complete although he knows that any future incidents could have serious consequences
- Family Plan – Anthony discussed his alcohol recovery and new supports. Tasks were developed for this and to continue the mother daughter outings for Mariam and Tisha.

Agenda Viera Transition Meeting June 10th

Report on strengths, accomplishments and team contributions

Team Process:

Ground Rules

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- From Nyrell and AJ: We don't want to be ignored, we want to have a say in our own lives and don't want blamed (Youth voice)
- Meeting should start and end on time, be effective and last about an hour
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Team Mission: "We make a commitment to the vision of this family. We promise to bring any conflicts to the team. We will support family members in their sobriety and to have fun together. We will honor the strengths of the family and respect their wishes

Prioritized Needs and Goals for AJ

- Meet the conditions of his probation plan
- Complete requirements to enter 10th grade in the fall

Action Plan for First Need

Short term objective for First Need

Strengths about First Need

Culture about First Need

Brainstorming Options

Developing Specific Tasks

Repeat for Second Need if Time

Team Evaluation of Process

Minutes for Viera Transition Meeting June 10th

Strengths added at transition celebration meeting:

- Mariam has led team meetings for several months
- Anthony has gotten into recovery from alcoholism, has 55 days of clean time
- Anthony has admitted his addiction and has worked with the team
- Tisha's behaviors has improved and all the family has more skills
- The family has fun together
- Family has learned a lot from Bruce, building on existing skills
- Tisha is calmer and follows directions
- Tisha is doing well in pre-school
- Anthony is using the skills with Tisha in many settings
- Tisha is safe, Tina has closed case
- Cara has skills in dealing with Tisha
- Tisha's toileting is normal
- LaRisa is able to babysit Tisha without problems
- AJ has stopped running
- AJ has not gotten into a fight in four months
- Keith is going to talk with the judge about AJ getting off probation, in one month assuming he stays on track
- The family is safe and together
- The vision statement is now true
- AJ and Nyrell went out for soccer and made the team
- AJ is following house rules
- Therapy has gone well, AJ is less stressed
- AJ is cooking some good stuff
- AJ is handling teasing at school
- AJ and another school counselor (Mr. Romero) are going to be mentoring another youth who has aggression
- Mariam and Anthony are working together

Revised Family Vision:

We continue to work together and have fun as a family. Mariam is on her path to a chosen career and AJ is successful in high school. Mariam, Anthony, and AJ maintain substance free lives and Tisha is successful in child care and is ready for entering kindergarten.

Lessons Learned:

- With the right support, kids stop using when family stabilizes; when AJ learned to control his temper, he was able to stop using
- Youth can learn to refuse drugs. AJ knows how to turn down drugs, as has Nyrell
- Wraparound helped more than the "target child", helping both Nyrell and AJ
- Children with ADHD like Tisha can improve behavior with structure and consistency
- Everyone does better with support
- Natural supports work, supports work because everyone was treated like people

- Child welfare got input from parents
- The plan has been the family plan, families do better when they own their plan
- Families do better when systems integrate care and work as a team
- Missions get accomplished when team commits and are able to handle conflicts
- Divorced parents can prioritize the needs of their children and co-parent effectively, putting differences aside.

Family's Ongoing Needs after transition:

- Mariam needs to work as soon as possible
- Mariam needs to feel that Tisha is in a stable child care arrangement
- Mariam and Anthony need support in dealing with new behaviors of Tisha
- AJ needs to continue to do well in school
- AJ needs to maintain his violence and drug free life
- Mariam and Anthony need to sustain their recovery
- Tisha needs to continue doing better with her interaction with Mariam, becoming more independent
- Mariam would like support to go back to further training and be able to obtain a job in business
- Mariam and LaRisa need more sister time
- Cara and Mariam need continued time together, ideally away from children
- Anthony needs to grow his house painting business

How will the Family Continue to get team support when the wraparound staff are no longer managing the process:

Mariam, Anthony and AJ will continue to have family meetings but will back these off to every other week. If any of the three of them thinks they need to meet more often they can call a meeting. The family will seek advice from all of their supports and discuss with each other. They will make big decisions together and if they think that they need to call their supports together Mariam will call and facilitate a meeting. LaRisa has agreed to help with the meetings. The family and team decided to have a meeting just before school starts so set the completion of the action items for 8-18 and the meeting on 8-19-11.

Team Process

The family felt that everyone had learned the process and they could move forward with the understanding of no shame and blame and confidentiality but did not need formal ground rules.

Action Plans: Mariam lead the team in developing plans for the next three needs

- AJ needs to get more excited about being in school and moved toward a school environment that works for him
- Tisha needs to be exposed to larger groups of children and older children as part of preparation for being in public school
- Mariam would like support to go back to further training and be able to obtain a job in business