

One issue. A short family meeting.

Tell everyone the topic and end time first. The example timing is optional; shorten it or pause. Private disclosures, punishment, and adult relationship disputes need a different conversation.

Today's one issue

What practical task needs a decision? What is fixed, and what can change?

0-2 min	Notice one thing working Use an honest observation; gratitude is optional.
2-5 min	Name the facts and fixed part Explain the goal and which choices can change.
5-10 min	Hear each person - or let them pass Ask what is hardest. Written input is an option.
10-15 min	Compare workable options Check time, age, care, workload, money, and safety.
15-18 min	Choose one small trial Agree who does what and a backup if it cannot happen.
18-20 min	Read back the plan and finish Choose a review date. Stop at the agreed end time.

Our trial: who, what, and when

Include a backup if the plan cannot happen; adults keep their part too.

Our review date

Record tasks and timing, not feelings or private disclosures.

If the conversation becomes unsafe or humiliating, stop. This page is for ordinary coordination, not a tested formula or a crisis intervention.