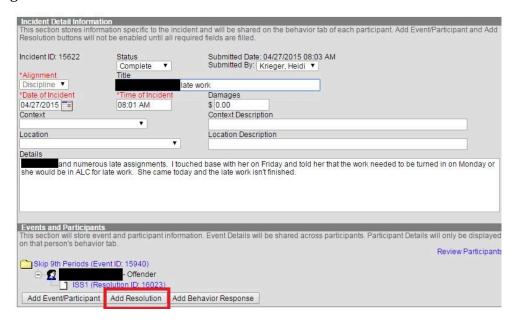
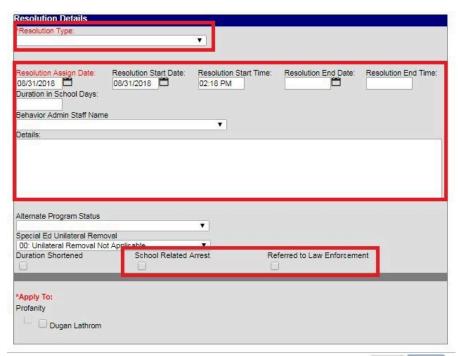
Infinite Campus – Behavior Resolution Entry

Note You will no longer be able to mark a status as complete until a resolution has been entered! In order for Special Ed Discipline Report and Suspension and Expulsions reports to work, behavior information must be entered into Infinite Campus correctly.

- Go to the Behavior Event using one of the following:
 - Use the link that is sent to you from a referral.
 - Go to the Student's Behavior Tab and find the Event.
 - Go to Behavior Management and find the event.
- Click on Add Resolution



- When entering a Behavior Resolution, the Resolution beginning and ending date of the resolution must be entered. This is especially important when it involves an in or out of school suspension. The Resolution date is the first day they are gone for the resolution. The End Date is the last day of the Resolution. (One day suspension would have the same beginning and end date.)
- The Resolution times need to be entered. This is the time they begin and end the resolution.
- Fill in the "Duration in School Days" box
 - You may enter portions of a day.
 i.e. 1.5
 - Enter Zero if days do not apply
- Enter Behavior Admin Staff Name
- Enter Details
- Check School Related Arrest or Referred to Law Enforcement Box if applicable.
- Save



Close

Save

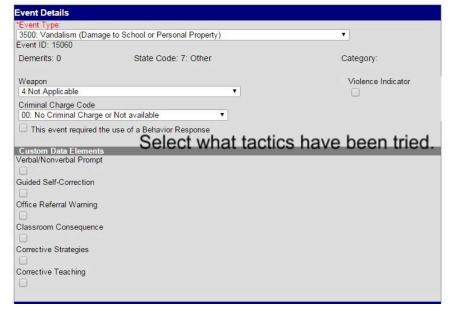
- In-School and Out of School Suspensions
 - We no longer use the Codes that contain the number of days in the Name of the Code. (ISS1, ISS2, OSS1, OSS2, etc.)
 - The number of days is tracked on the Resolution Screen

Resolution Start Date/Time, Resolution End Date/Time and Duration in School Days fields

track what is needed for reporting.

- There are now only codes:
 - ISS-N
 - OSS-N
 - OSS-S
- If a Behavior event involves a weapon, enter the appropriate weapon code. Violence Indicator should also be marked if applicable.



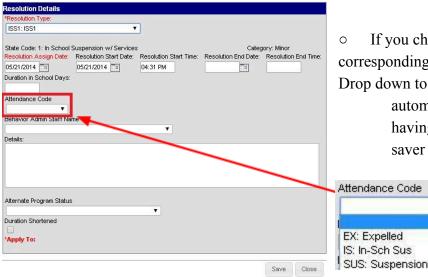




When a Behavior is entered that results in an ISS or OSS, the appropriate Attendance Code should be used when recording the student's attendance. The opposite is also true, if an In School (IS) or Out of School (SU) Suspension Code is entered for a student's attendance, there should be a corresponding Behavior entered.

EX: Expelled

IS: In-Sch Sus



If you choose a Resolution Type that should have a corresponding attendance, you can use the Attendance Code Drop down to choose the correct Attendance Code and it will automatically create an attendance event – without having to go to attendance and create it. Great time saver and you won't forget!