

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

This section stores information specific to the incident and will be shared on the behavior tab of each participant. Add Event/Participant and Add Resolution buttons will not be enabled until all required fields are filled.

Incident ID: 15622 Status: Complete Submitted Date: 04/27/2015 08:03 AM
Submitted By: Krieger, Heidi

*Alignment: Discipline Title: late work

*Date of Incident: 04/27/2015 *Time of Incident: 08:01 AM Damages: \$ 0.00

Context: Context Description: Location: Location Description:

Details: [Redacted] and numerous late assignments. I touched base with her on Friday and told her that the work needed to be turned in on Monday or she would be in ALC for late work. She came today and the late work isn't finished.

Events and Participants

This section will store event and participant information. Event Details will be shared across participants. Participant Details will only be displayed on that person's behavior tab.

Review Participants

Skip 9th Periods (Event ID: 15940) Offender: [Redacted] ISS1 (Resolution ID: 16023)

Add Event/Participant Add Resolution Add Behavior Response

- 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

Resolution Details

*Resolution Type: [Redacted]

Resolution Assign Date: 08/31/2018 Resolution Start Date: 08/31/2018 Resolution Start Time: 02:18 PM Resolution End Date: Resolution End Time: Duration in School Days: Behavior Admin Staff Name: [Redacted]

Details: [Redacted]

Alternate Program Status: [Redacted]

Special Ed Unilateral Removal: 00: Unilateral Removal Not Applicable

Duration Shortened: ☐ School Related Arrest: ☐ Referred to Law Enforcement: ☐

*Apply To: Profanity: [Redacted] Dugan Lathrom: ☐

Save

Close

- 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.

Resolution Types

New Merge Resolution Types Active Resolution Types

Code	Name	Alignment	Start Date	End Date
IDEA	Expulsion/IDEA w/service	Discipline	08/17/2007	
ISS-S	In School Suspension with Services	Discipline	06/22/2016	
INTR	Initial Report	Discipline	08/01/2012	
LT	Long Term Suspension w/o Services	Discipline	09/01/2011	
LTS	Long Term Suspension With Services	Discipline	09/01/2011	
LUNCH	Lunch Detention	Discipline	08/17/2007	
Media	Mediation Time	Discipline	08/01/2012	
0000	No Response	Discipline	08/17/2007	
OSS-N	Out of School Suspension Without Service...	Discipline	06/22/2016	
OSS-S	Out of School With Services	Discipline	06/22/2016	

Event Details

*Event Type:
3500: Vandalism (Damage to School or Personal Property)

Event ID: 15060

Demerits: 0 State Code: 7: Other Category:

Weapon:
4: Not Applicable

Criminal Charge Code:
00: No Criminal Charge or Not available

☐ This event required the use of a Behavior Response

Violence Indicator ☐

Custom Data Elements

Verbal/Nonverbal Prompt ☐

Guided Self-Correction ☐

Office Referral Warning ☐

Classroom Consequence ☐

Corrective Strategies ☐

Corrective Teaching ☐

Select what tactics have been tried.

Weapon

4: Not Applicable

1: Handgun violation

2: Rifle or Shotgun violation

3: Other Firearms or Explosive Devices Violation

4: Not Applicable

5: Missing

6: More than one type

- 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.

Resolution Details

*Resolution Type:
ISS1: ISS1

State Code: 1: In School Suspension w/ Services Category: Minor

Resolution Assign Date: 05/21/2014 Resolution Start Date: 05/21/2014 Resolution Start Time: 04:31 PM Resolution End Date: Resolution End Time:

Duration in School Days:

Attendance Code

Behavior Admin Staff Name

Details:

Alternate Program Status

Duration Shortened ☐

*Apply To:

Save Close

- 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!

Attendance Code

EX: Expelled

IS: In-Sch Sus

SUS: Suspension