Hawaii Behavior Admin Setup
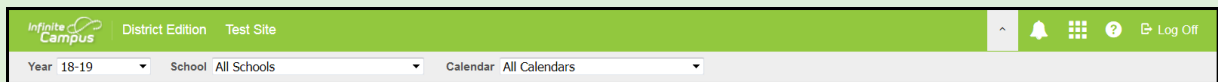
Last Modified on 10/22/2022 9:43 am CDT

Event Types | Resolution Type | Preferences

The Behavior Admin tool is used to setup behavior events/incidents, resolutions, and responses. Behavior Admin fields that are specific to the state of Hawaii are described below. For all other inquiries, please visit the Behavior Admin article.

Individual schools should NOT setup their own Event or Resolution Types. These items should only be setup at the state level.

Before setting up Event Types, Resolution Types, or Preferences, be SURE the campus toolbar does NOT have a school or calendar selected; this makes the behavior event type available for all schools within the district.

Event Types

Classic View: *Behavior > Admin > Event Types*

Search Terms: Event Types

Behavior Event Types are created for the entire district.

Tool Rights should be set to limit who is permitted to setup Event Types.

Before setting up Event Types, be sure the campus tool bar does NOT have a school or calendar selected. Event types are meant to be available to all schools within the district.

Event Type fields that are specific to Hawaii are described below. For all other inquiries, please see the Event Types article.

Behavior Event Type Detail Editor

Classification

Indicates the incident type that took place.

▸ Click here to expand...

Allow Protected Class

Marking this checkbox indicates Protected Class(es) may be associated with the Event Type.

▸ Click here to expand...

Resolution Type

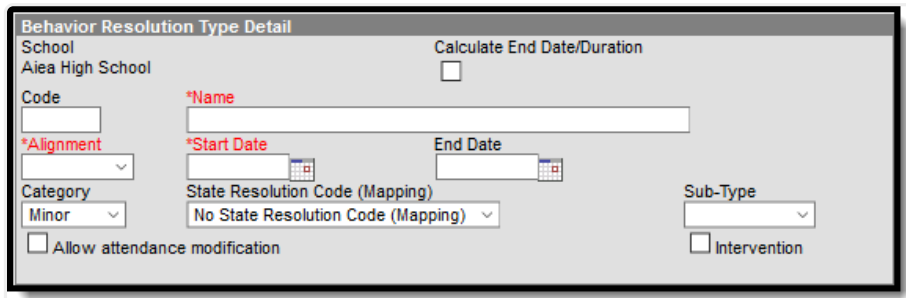**Classic View:** *Behavior > Admin > Resolution Types*

Search Terms: Resolution Types

The Resolution Types editor allows users to create and manage resolution codes assigned to student behavior events. Behavior Resolutions are used to describe action taken as a result of a behavior event, such as detention or an award for good behavior. Codes can be created to reflect positive and negative behavior events.

Tool Rights should be set to limit who is permitted to setup Event Types.

Behavior Resolutions are created for the entire district. When setting up Behavior Resolutions. the Campus Toolbar should NOT have a school or calendar selected; Resolution Types are meant to be available to all schools within the district. When a school is selected, behavior codes are applied to that school only. Individual schools should NOT setup their own Resolution Types.

Resolution Type fields that are specific to Hawaii are described below. For all other inquiries, please see the Resolution Types article.

Behavior Resolution Type Detail Editor

State Resolution Code (Mapping)

State Resolution Codes indicate the type of disciplinary action taken for a student. These are the official state codes to which all district-defined behavior resolutions should be mapped. Behavior resolutions that are not mapped to a state event code do NOT report.

▶ Click here to expand...

Sub-Type

The Sub-Type selection makes the resolution available in different behavior processing tools. In Hawaii, the Suspension Sub-Type requires specific setup. Please see below for further instruction. See the Resolution Types article for more information regarding Detention and Expulsion.

If setting up a resolution Sub-Type of Suspension, the following setup is REQUIRED:

- Ensure the **Calculate End Date/Duration** checkbox IS checked.

- *State Resolution Code (Mapping)* MUST be mapped to: **Alternate Educational Activities**.

- The Resolution *Sub-Type* MUST be: **Suspension**.

▶ Click here to expand...

Preferences

Classic View: *Behavior > Admin > Preferences*

Search Terms: Preferences

The Behavior Preferences tab allows users to set preferences for what participant information is included in reports and which users are automatically notified of submitted referrals. Behavior Preference fields that are specific to the state of Hawaii are described below. For all other inquiries, please visit the Preferences (Behavior) article.

Behavior Preference Options Editor

Suspension Days Threshold

The Suspension Days Threshold field is a campus-calculated value based on the total number of instructional days in the calendar and divides it by two. The result of this calculation determines the instructional day on which the instructional calendar is midpoint in the year. For example, for a school year that has 180 instructional days, the halfway point is 90 days. The value in this field allows the Behavior module to track Total Suspension Days for students in the instructional calendar year.

▸ Click here to expand...