

# Behavior Management (Hawaii) [.2215 and previous]

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You are viewing a previous version of this article. See [Behavior Management \(Hawaii\)](#) for the most current information.

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## Behavior Management

**Classic View:** [Behavior](#) > [Behavior Management](#)

**Search Terms:** [Behavior Management](#)

Behavior Management fields specific to the state of Hawaii are described below. When entering Behavior Management data, be sure to select the appropriate school calendar. For all other inquiries, please visit the [Behavior Management](#) article.

**Incident Detail Information**  
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.

<b>*Alignment</b>	Status	Submitted Date:	
Discipline <input type="text"/>	In-Progress <input type="text"/>	Submitted By:	<input type="text"/>
<b>*Date of Incident</b>	<b>*Time of Incident</b>	Title	
10/09/2019 <input type="text"/>	09:07 AM <input type="text"/>	<input type="text"/>	
Context	Damages	Context Description	
<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	
Location	Location Description	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Details</b>			
<input style="height: 40px;" type="text"/>			
<b>Actions Taken Prior to Referral</b>			
<input style="height: 40px;" type="text"/>			
<b>Events and Participants</b>			
<small>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.</small>			
<input type="button" value="Add Event/Participant"/> <input type="button" value="Add Resolution"/> <input type="button" value="Add Behavior Response"/>			

*Behavior Incident Detail Editor*

## Actions Taken Prior to Referral

In this field, users are able to provide documentation of all administered interventions or classroom

management strategies prior to sending referrals to administration.

## Behavior Management Participant Fields

Behavior Management Participant fields that are specific to the state of Hawaii are described below. For all other inquiries, please visit the [Behavior Management Tool](#) article.

**Event and Participant Details** ✕

**Event Details**

**\*Event Type:**

Demerits: 0

- Modified by: Unknown

**Participant(s) Details**

Student A (Gender: F Grade: 09 Age: 14 #: 000000000) (Uncheck to exclude participant.)  Display on Portal

Role:  Demerits:  \*Relationship to School:

Injury:  Injury Description:  Medical Service Provided:

Details:

**\*Police Contacted**

Protected Class  
 -NONE-  
 Age  
 Ancestry  
 Color  
 Disability  
 Gender Expression  
 Gender Identity  
 National Origin  
 Physical Appearance and Characteristics  
 Race  
 Religion  
 Sex  
 Sexual Orientation  
 Socio-economic Status  
 (CTRL+Click or SHIFT+Click to select multiple)

**Add Participant**

Filter:  Student Name or Complete Student Number:

Behavior Management Event and Participant Detail Editor

## Event Type

The identifying code and name of the event. Event Types are created in [Hawaii Behavior Admin Setup](#) and are mapped to State Event Codes. While a Behavior Incident can be created to record any type of behavior, Hawaii requires additional information for any incident tied to the following

types of behavior: [Drug-Related Incidents](#) and [Weapon-Related Incidents](#).

▶ [Click here to expand...](#)

## Police Contacted and Police Contacted Date

The Police Contacted and Police Contacted Date fields allow users to indicate if law enforcement was contacted. If law enforcement is contacted, users may also enter the date on which they were contacted.

▶ [Click here to expand...](#)

## Protected Class

A Protected Class is a group of people qualified for special protection by a law, policy, or similar authority. The DOE strictly prohibits any form of discrimination, including harassment, based on a person's membership in a protected class.

For the purposes of Hawaii's Chapter 19 includes race, color, religion, sex, sexual orientation, gender identity gender expression, age, national origin, ancestry, disability, physical appearance and characteristics, and socio-economic status.

Protected Class only displays for Events setup with Allow Protected Class enabled. See [Hawaii Behavior Admin Setup](#) article for more information.

▶ [Click here to expand...](#)

## Drug-Related Incidents

In addition to the data required for all Behavior Incidents, drug-related incidents require further data described below.

**Event and Participant Details** ✕

**Event Details**

**\*Event Type:**  
D: Drug-Related Incident

Demerits: 0

- Modified by: Unknown

**Participant(s) Details**

Student A (Gender: F Grade: 09 Age: 13 #: 000000000) (Uncheck to exclude participant.)  Display on Portal Hide Details

Role: Offender Demerits: 0 **\*Relationship to School**: 1: Current Student

Injury: 1: No Injury Injury Description:  Medical Service Provided:

Details:

**\*Police Contacted**  
▼

Protected Class  

-NONE-  
 Age  
 Ancestry  
 Color  
 Disability  
 Gender Expression  
 Gender Identity  
 National Origin  
 Physical Appearance and Characteristics  
 Race  
 Religion  
 Sex  
 Sexual Orientation  
 Socio-economic Status

 (CTRL+Click or SHIFT+Click to select multiple)

CRAFT Screening Conducted Date:    CRAFT Screening Results: ▼

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**\*Drug Type**:    Drug Description:

Add

**Add Participant**

Filter: Students Student Name or Complete Student Number:  Search

Save Close

Drug-Related Incident Event and Participant Detail Editor

## CRAFT Screening Conducted Date and CRAFT Screening Results

The CRAFT is a seven-item instrument that is a research-validated tool recommended by the national alcohol and drug organization due to its sensitivity and specificity of identifying adolescents who need intensive substance abuse treatment. CRAFT is an acronym derived from the words in this questionnaire:

- Have you ever ridden in a **C**ar driven by someone\* (including yourself) who was “high” or who had been using alcohol or drugs? \*Other than parent/guardian
- Do you ever use alcohol or drugs to **R**elax, feel better about yourself, or fit in?
- Do you ever use alcohol or drugs while you are **A**lone by yourself?
- Do your family or **F**riends ever tell you that you should cut down on your drinking or drug use?
- Have you ever gotten into **T**rouble while you were using alcohol or drugs?

Only complex and/or school personnel who have been formally trained are allowed to administer the Adolescent Screening Interview Tool.

The CRAFT Screen Result, or score, is based on a student's answers to the questions above. Each "yes" response scores 1 point. Users are able to enter this score in the Screening Result drop-list.

▶ [Click here to expand...](#)

### Drug Type

Use the drop-list to select the drug(s) involved in the incident.

▶ [Click here to expand...](#)

## Weapon-Related Incidents

In addition to the data required for all Behavior Incidents, weapon-related incidents require further data described below.

**Event Details**

**\*Event Type:**  
03: Weapon-Related Incident ▾

Demerits: 0

- Modified by: Unknown

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**Participant(s) Details**

Student A (Gender: F Grade: 05 Age: 11 #: 2211504024) (Uncheck to exclude participant.)  Display on Portal

Role: Demerits: \*Relationship to School  
Offender ▾ 0 1: Current Student ▾

Injury: 1: No Injury ▾ Injury Description:  Medical Service Provided:

Details:

\*Police Contacted

Protected Class  
-NONE-  
Age  
Ancestry  
Color  
Disability  
Gender Expression  
Gender Identity  
National Origin  
Physical Appearance and Characteristics  
Race  
Religion  
Sex  
Sexual Orientation  
Socio-economic Status  
(CTRL+Click or SHIFT+Click to select multiple)

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\*Weapon Type:  Weapon Description:

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**Add Participant**

Filter: Students ▾ Student Name or Complete Student Number:

*Weapon-Related Incident Event and Participant Detail Editor*

## Weapon Type

Use the drop-list to select the weapon(s) involved in the incident.

▶ [Click here to expand...](#)

## Behavior Resolution Fields

Behavior Management Resolution fields that are specific to the state of Hawaii are described below. For all other inquiries, please see how to [Add a Behavior Resolution](#).

**Resolution Details**

**\*Resolution Type:**

Resolution ID: 47

**\*Resolution Assign Date:** 05/29/2019 
**Resolution Start Date:** 05/29/2019 
**Resolution Start Time:** 09:55 AM 
**Resolution End Date:** 05/31/2019 
**Resolution End Time:**

**Duration in School Days:** 3.00 
**Days Remaining:** 0

**Behavior Admin Staff Name**

**Details:**

- Modified by: Administrator, System 05/29/2019 09:58

Behavior Resolution Detail Editor

## Behavior Resolution Types

The identifying code and name of the resolution. Resolution Types are created in [Hawaii Behavior Admin Setup](#) and are mapped to State Resolution Codes. While a Behavior Resolution can be created to record any type of resolution, Hawaii requires additional information for any incident tied to the following types of resolution: [Alternative Educational Activities \(AEA\)](#), [Arrest](#), and [Suspension](#).

If the student is excluded from attending school, the principal or designee shall ensure that alternate educational activities or other appropriate student support assistance shall be provided, and that the student is referred for appropriate intervention or treatment services, or both, as determined by the principal or designee in consultation with the appropriate school staff or in accordance with the Hawaii administrative rules for students with disabilities, if applicable.



Add Resolution
✕

**Resolution Details**

**\*Resolution Type:**

**\*Resolution Assign Date:**    
**Resolution Start Date:**   **Resolution Start Time:**  **Resolution End Date:**   **Resolution End Time:**

**Duration in School Days:**

**Behavior Admin Staff Name**

**Details:**

**\*Apply To:**  
Drug-Related Incident  
 A Student

*Resolution Details Editor*

## Resolution End Date and Duration in School Days

The Resolution End Date and Duration in School days indicate the date on which the assigned resolution ends while Duration in School Days indicates the number of school days for which the resolution was assigned.

Once the Resolution End Date field is populated, the Duration in School Days field automatically populates and vice versa.

If the number of instructional days remaining in the school year is fewer than the Duration in School Days number, the Resolution End Date will be the last day of school.

## Interventions

Interventions are used to support the individual needs of students. Use the field to assign all Interventions necessary for the student.

Interventions only display for Resolutions setup with Interventions enabled. See [Hawaii Behavior Admin Setup](#) article for more information.

▶ [Click here to expand...](#)

## Alternative Educational Activities (AEA)

Alternate Educational Activities (AEA) are provided in order for a student to complete his or her education in an environment outside the classroom.

Add Resolution
✕

**Resolution Details**

**\*Resolution Type:**  
AEA: Alternate Educational Activities

State Code: AEA: Alternate Educational Activities Category: Minor

**\*Resolution Assign Date:** 10/24/2019 **Resolution Start Date:** 10/28/2019 **Resolution Start Time:** 10:38 AM **Resolution End Date:** 11/01/2019 **Resolution End Time:**

Duration in School Days: 5

Behavior Admin Staff Name

Details:

**Alternate Educational Activities**

Reading Assignments
  Written Assignments

Outreach Program
  Instruction Packet

**CAS Resolution Decision:** Y: Approved **CAS Decision Determined By:** Admin

**CAS Decision Date:** 10/23/2019

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**\*Apply To:**  
Drug-Related Incident

Student A

*AEA Resolution Details Editor*

### Alternative Educational Activities

Alternate educational activities and other assistance when students are found to be in violation of this chapter. (a) The complex area superintendent shall ensure that alternate educational activities or active participation of the public or private agencies are provided as appropriate for all students who are crisis removed for a period exceeding ten school days or suspended for a period exceeding ten school days.

For Section 504 eligible students, beginning on the 11th day of suspension (consecutive or cumulative), the school must make arrangements to provide alternate educational activities

The complex area superintendent shall ensure that alternate educational activities or active

participation of the public or private agencies are provided as appropriate for all students who are crisis removed for a period exceeding ten school days or suspended for a period exceeding ten school days.

(b) For all students who are suspended for one to ten school days, the principal or designee may consider providing alternate educational activities based on student’s need.

▶ [Click here to expand...](#)

## CAS Fields

Behavior Resolutions of Alternate Educational Activities (AEA) must be reviewed, and approved, by the Complex Area Superintendent (CAS).

▶ [Click here to expand...](#)

## Arrest

Behavior Resolutions that result in arrest of the student(s) require information pertaining to the police record.

✕
**Add Resolution**

**Resolution Details**

**\*Resolution Type:**  
A: Arrest

State Code: A: Arrest

Category: Minor

**\*Resolution Assign Date:**  
10/24/2019

Resolution Start Date:  
10/28/2019

Resolution Start Time:  
10:38 AM

Resolution End Date:  
11/01/2019

Resolution End Time:

Duration in School Days:  
5

Behavior Admin Staff Name

Details:

Police Officer Name  
Officer X

Police Report Number  
111111111

Parent/Guardian Contacted

Parent/Guardian Name  
Mr and Mrs A

**\*Apply To:**  
Drug-Related Incident  
 Student A

Save
Close

*Arrest Resolution Details Editor*

## Police Officer Name and Police Report Number

These fields are used to record the name of the arresting officer and the number of the police report created in relation to the incident.

▶ [Click here to expand...](#)

## Parent/Guardian Contacted and Parent/Guardian Name

These fields are used to record contact data for the student's Parent/Guardian.

▶ [Click here to expand...](#)

## Suspension

Behavior Resolutions involving student suspension require users to record suspension timelines and interventions assigned to the student.

Add Resolution
✕

**Resolution Details**

**\*Resolution Type:**  
S: Suspension

**\*Resolution Assign Date:** 10/24/2019 📅    
**\*Resolution Start Date:** 10/28/2019 📅    
**Resolution Start Time:** 10:38 AM    
**\*Resolution End Date:** 11/13/2019 📅    
**Resolution End Time:**  

**\*Duration in School Days:** 12    
**Days Remaining:**  

**Behavior Admin Staff Name**  
 

**Details:**

**Intervention**

✕ Behavior Contract with Student
✕ Change in Schedule
✕ Conference: Parent/Teacher
✕ Counseling

**Other Interventions**

**\*Apply To:**  
Drug-Related Incident  
 Student A Suspended Days in first half of year: 12.00 Suspended Days in second half of year: 0.00

Save
Close

*Suspension Resolution Details Editor*

## Behavior Notifications

If a student is suspended from school for more than ten days, it is required that CAS review and approve the extended suspension.

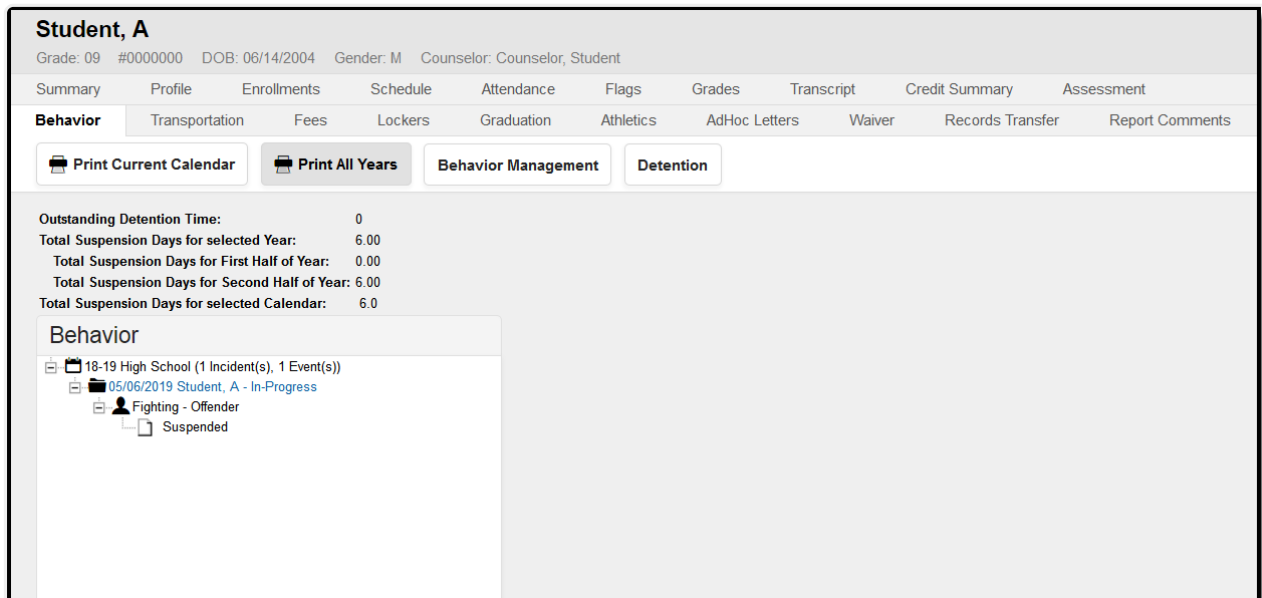
## Student Behavior Tab

The Student Behavior tab provides a history of the student’s behavior events, both positive and negative. This collection of student information can be used to review an individual's participation in behavior incidents, such as in a conference with parents. Information about other participants is not included in this tab. Behavior records do not lock and can be edited at any time.

Incidents appear in date order grouped by the calendar of enrollment. Any outstanding detention time and all suspension days assigned to the student based on the Duration in School Days field on the Resolution editor are totaled at the top of the tab.

When the [Behavior Preference](#) to lock completed discipline incidents is set to Yes, a lock icon displays next to those records in the Behavior list.

Student Behavior tab fields that are specific to the state of Hawaii are described below. For all other inquiries, please visit the [Behavior \(Student\)](#) article.



**Student, A**  
 Grade: 09 #0000000 DOB: 06/14/2004 Gender: M Counselor: Counselor, Student

Summary Profile Enrollments Schedule Attendance Flags Grades Transcript Credit Summary Assessment

**Behavior** Transportation Fees Lockers Graduation Athletics AdHoc Letters Waiver Records Transfer Report Comments

Print Current Calendar Print All Years Behavior Management Detention

Outstanding Detention Time: 0  
 Total Suspension Days for selected Year: 6.00  
 Total Suspension Days for First Half of Year: 0.00  
 Total Suspension Days for Second Half of Year: 6.00  
 Total Suspension Days for selected Calendar: 6.0

**Behavior**

- 18-19 High School (1 Incident(s), 1 Event(s))
  - 05/06/2019 Student, A - In-Progress
    - Fighting - Offender
      - Suspended

Student Behavior Tab

## Total Suspension Days

Users may view the Total Suspension Days for students broken down to the number of day in the calendar year, first half of the year, and second half of the year. These fields are auto-calculated/populated.