



IC Behavior Reports

Window	Information
<h3>3. Behavior Errors Report</h3> <div style="border: 1px solid blue; padding: 5px; margin: 10px 0;"> <p>Action Required: Select the correct incident name, select the correct student, select the correct resolution, and enter a resolution end date in IC that corresponds to the completion of that resolution.</p> </div> <div style="border: 1px solid blue; padding: 5px; margin: 10px 0;"> <p>Action Required: Select the correct incident name, select the correct student, and enter the “Event Date” value and “Event Time” value that represents the date and time the incident occurred.</p> </div> <div style="border: 1px solid blue; padding: 5px; margin: 10px 0;"> <p>Action Required: Select the correct incident name, select the correct student, and change the Event Role to offender or participant. In the event the student was the victim and did not receive the noted resolution, remove the incorrect resolution for the victim and add the appropriate resolution (bus referral or referral).</p> </div> <div style="border: 1px solid blue; padding: 5px; margin: 10px 0;"> <p>Action Required: Select the incident named “Dangerous Weapons”, select the correct student, and select the appropriate item under the “Weapons” dropdown box.</p> </div>	<p><i>The Behavior Error report will update each time the report is run. Run this report to check for errors, correct any errors that display, and run the report again.</i></p> <p>The list below describes possible errors identified in Infinite Campus relating to student behavior. Because behavior data is reported to the Colorado Department of Education, it is important to accurately reflect your school’s behavior data. Go to Student Information, General folder.</p> <div style="text-align: center;">  </div> <p>Click on the Behavior Tab  to make corrections.</p> <p><u>Blank Resolution End Date</u> Error occurs when a student does not have a resolution end date entered into Infinite Campus.</p> <p><u>Future Event Date/Time Entered</u> Error occurs when the event date and time value entered is set for a future period in Infinite Campus.</p> <p><u>Inappropriate Role Designation:</u> Error occurs when a resolution of ISS, OSS, Expulsion, or Referred to Law Enforcement is assigned to a “victim” or “witness”. If a “victim” or “witness” receives one of these designations, the student’s role should be changed to “participant”.</p> <p><u>Missing Weapon</u> Error occurs when “dangerous weapons” has been selected as the event name but no weapon is selected in Infinite Campus.</p>

Action Required:

Select the correct incident name, select the correct student, then either change the event name to “Dangerous Weapons” or remove the weapons designation if not applicable.

Action Required:

Select the correct incident name, select the correct student, review to ensure that the student’s role is correct, and then enter an applicable resolution (Bus Referral, Referral, In School Suspension, Out of School Suspension, and/or Referral to Law Enforcement). *Please note: Victims and witnesses should have either a bus referral or referral- no suspension.*

Action Required:

Select the correct incident name, select the correct student, enter the missing resolution type (Out of School Suspension and/or Behavior Contract) with all applicable information.

Action Required:

Select the correct incident name, select the correct student, enter the missing resolution type (Out of School Suspension, Extended Suspension Requested, and/or Expulsion Hearing Requested) with all applicable information.

Action Required:

Select the correct incident name, select the correct student, enter the missing resolution type (Out of School Suspension and/or Expulsion Hearing Requested).

Action Required:

Select the correct incident name, select the correct student, enter the missing resolution type (Out of School Suspension and/or Expulsion Hearing Requested).

Action Required:

Select the incident named “Dangerous Weapons”, select the correct student, and select the appropriate weapon designation.

Weapon Designation Inaccurate:

Error occurs when a weapon type is selected, however the event name is not “Dangerous Weapons”.

Incomplete/Missing Resolution:

Error occurs when at least one of the following resolutions is not selected for a given event and student:

- Bus Referral
- Referral
- In School Suspension
- Out of School Suspension
- Referred to Law Enforcement

Incomplete “Habitual Incident”:

Error occurs when an Event has a resolution of “Habitual Incident” and does not also include the following resolutions:

- Out of School Suspension
- Behavior Contract

Incomplete “Declared Habitually Disruptive”:

Error occurs when an Event has a resolution of “Declared Habitually Disruptive” and does not also include the following resolutions:

- Out of School Suspension
- Extended Suspension Requested
- Expulsion Hearing Requested

Incomplete “Expulsion”:

Error occurs when an Event has a resolution of “Expulsion” and does not also include at least the following resolutions:

- Out of School Suspension
- Expulsion Hearing Requested

* Note: Schools enter the above noted resolutions and Central Administration will enter “Expulsion” if applicable.

Incomplete “1st/2nd Degree or Vehicular Assault”:

Error occurs when a “1st/2nd Degree or Vehicular Assault” event does not have at least the following resolutions for an “Instigator”, “Offender” or “Participant”:

- Out of School Suspension
- Expulsion Hearing Requested

Weapon Not Applicable:

Error occurs when a weapon type of “D: BB Gun (na 06-07)” or “A: Firearm (na 06-07)” is selected.

