

# Behavior Report (Maine)

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[Report Logic](#) | [Generating the Extract](#) | [Understanding the Behavior Report](#)

Tool Search: ME State Reporting

The Behavior Report exports student behavior data for upload into the Maine Department of Education's state system.

**ME Behavior Report**

This tool will extract behavior data for MEDOE data collection.

**Extract Options**

Effective Date:

Include State Grade Level: 

All Grade Levels ^

- PK
- KG
- 01
- 02
- 03
- 04
- 05
- 06
- 07
- 08
- 09
- 10
- 11
- 12

Format:

Ad Hoc Filter:

Batch Queue List  
 Web Service Queue List

**Select Calendars**

Which calendar(s) would you like to include in the report?

active year  
 list by school  
 list by year

**23-24**

- BRN 23-24
- DYR 23-24
- KLR 23-24
- SKL 23-24
- SML 23-24
- SPH 23-24
- SPM 23-24

CTRL-click or SHIFT-click to select multiple

*Maine Behavior Report Editor*

## Report Logic

Logic determines the report population as follows:

- Report a record for each student behavior offense per resolution associated with the calendar(s) selected in the report editor.
  - Student must have at least one enrollment record in the calendar(s) selected in the

report editor.

- Students with enrollment records marked State Exclude are excluded from reporting.
- Students with enrollment records marked No Show are excluded from reporting.
- Students in Grade Levels marked Exclude from state reporting are excluded from reporting.
- Students in calendars marked Exclude are excluded from reporting.
- The student's active enrollment record must have a Start Date that is less than or equal to the Effective Date entered on the report editor.
- Students must be a Participant in a Behavior Incident in the the calendar(s) selected in the report editor.
  - All Behavior Events regardless of the Behavior Incident Status, so long as they meet all other reporting population requirements are included in the report.
  - Behavior Incidents must have a Date of Incident that is less than or equal to the Effective Date entered on the report editor.
  - Behavior Events must have State Event Code that is not null.
  - Participant Role must equal 'Offender'.
  - Only report if Participant Role = Offender has an associated Behavior Resolution where State Resolution Code dictionary Value = RT
  - Only report the offender if the Behavior Resolution Duration in School Days is not null.

In order for Weapon data to report properly, Weapon-related Event Types must have a Classification = Weapon (Behavior > Admin > Event Types > Classification)

The screenshot displays the 'Event Types' configuration interface. On the left is a navigation menu with categories like System Administrator, Student Information, Census, Behavior, Admin, and Reports. The main area is titled 'Event Types' and contains a table of event types and a 'Behavior Event Type Detail' form.

Code	Name	Alignment	Start Date	End Date
01	Aggravated Assault	Discipline	09/02/2008	
02	Alcohol-Related	Discipline	09/02/2008	
03	Arson	Discipline	09/02/2008	
04	Assault with Firearm	Discipline	09/02/2008	
05	Assault with Other Weapon	Discipline	09/02/2008	
06	Battery	Discipline	09/02/2008	
07	Bomb Threat	Discipline	09/02/2008	
08	Bomb-Related	Discipline	09/02/2008	
09	Bullying/Injurious Hazing	Discipline	09/02/2008	
10	Burglary/Breaking and Entering	Discipline	09/02/2008	
11	Disruptive Conduct	Discipline	09/02/2008	

The 'Behavior Event Type Detail' form for Code 04 shows the following fields:

- \*Name:** Assault with Firearm
- \*Alignment:** Discipline
- \*Start Date:** 09/02/2008
- End Date:** (empty)
- Category:** Assault with Firearm
- \*Classification:** Weapon (highlighted with a red box and arrow)

## Generating the Extract

1. Enter the **Effective Date**. Data as of this date will report.
2. Select which **State Grade Levels** will report data.
3. Select which **Calendars** will report data.
4. Select the report **Format**. For submission to the state, select the CSV (State Format).
5. To further narrow results, select an **Ad Hoc Filter** (optional).
6. Decide if you want to generate the report or send the report to the state:

<b>Generate Report</b>	Click the Generate Report button to immediately generate the report. The report will appear in a separate window in the designated format.
<b>Submit to Batch</b>	Clicking the Submit to Batch button to send the extract to the Batch Queue List. <a href="#">Batch Queue</a> functionality provides the ability to schedule when the extract is generated and allows users to navigate away from the Special Education Report editor while the extract is being built. The Batch Queue List also lets users view and access historical Special Education Reports which were run through the Batch Queue tool.
<b>Send to State</b>	Clicking the Send to State button will send the report data to the state system (Synergy). Reports sent to the state will appear in the Web Service Queue List where you can view its current status (Status), view all data sent to the state (View Submission), and review any errors returned from the state (View Result).  <div style="background-color: #fff9c4; padding: 10px; border: 1px solid #ccc;"> <p>This functionality requires proper <a href="#">Web Service Account</a> and <a href="#">Web Service Configuration</a> setup.</p> </div>

## Understanding the Behavior Report

Use the table below to better understand what each report column means and how it reports data.

Data Element Label	Business Requirement and Business Rules	Database Location	GUI Location
<b>SAUID</b>	NEO Organization ID for the attending SAU.  Report the <b>District Number</b> associated with the student's enrollment record.	District.number	System Administration > Resources > District Info > State District Number
<b>State Student ID</b>	The student's state ID.  Report <b>Student State ID</b> .	Person.stateID	Census > Demographics > Student State ID

Data Element Label	Business Requirement and Business Rules	Database Location	GUI Location																		
<b>School ID</b>	NEO Organization ID for the attending school.  Report <b>School Number</b> associated with the student's Enrollment record.	School.number	System Administration > Resources > School > School Number																		
<b>Year Code</b>	School year designation.  Concatenate the <b>Start Year</b> and <b>End Year</b> of the School Year associated with the student's Enrollment record with a hyphen.	SchoolYear.startYear SchoolYear.endYear	System Administration > Calendar > School Years																		
<b>Incident Date</b>	Date when incident occurred.  Report Behavior Incident <b>Date of Incident</b> .	BehaviorIncident.timestamp	Behavior > Behavior Management > Incident Detail Information > Date of Incident																		
<b>Incident Type</b>	Basic description of the incident.  Report based on the Behavior Event <b>State Code</b> crosswalk: <table border="1" data-bbox="338 1285 943 1839" style="margin-top: 10px;"> <thead> <tr> <th>stateEventCode</th> <th>Report</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>AlcoholRelated</td> </tr> <tr> <td>22</td> <td>DrugRelated</td> </tr> <tr> <td>24</td> <td>DrugRelated</td> </tr> <tr> <td>71</td> <td>WithPhysicalInjury</td> </tr> <tr> <td>72</td> <td>WithoutPhysicalInjury</td> </tr> <tr> <td>73</td> <td>WeaponsPossession</td> </tr> <tr> <td>77</td> <td>Other</td> </tr> <tr> <td>78</td> <td>DrugRelatedwMarijuana</td> </tr> </tbody> </table>	stateEventCode	Report	02	AlcoholRelated	22	DrugRelated	24	DrugRelated	71	WithPhysicalInjury	72	WithoutPhysicalInjury	73	WeaponsPossession	77	Other	78	DrugRelatedwMarijuana	BehaviorType.stateEventCode	Behavior > Behavior Management > Incident Detail Information > Event and Participant Detail > Event Details > State Code
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Data Element Label	Business Requirement and Business Rules	Database Location	GUI Location
<b>Weapon Type</b>	<p>Description of weapon.</p> <ol style="list-style-type: none"> <li>1. Report Behavior Participant <b>Weapon Type</b> dictionary <b>Standard Code</b>.</li> <li>2. If multiple <b>Weapon Type</b> records associated with a single Behavior Event, only use the lowest <b>weaponID</b>.</li> </ol>	<p>BehaviorWeapon. weaponType BehaviorWeapon. weaponID</p>	<p>Behavior &gt; Behavior Management &gt; Incident Detail Information &gt; Event and Participant Detail &gt; Participant(s) Details &gt; Behavior Event Weapon</p>
<b>Resolution Type</b>	<p>Description of resolution.</p> <p>If Behavior Resolution <b>State Code</b> dictionary <b>Value</b> = RT, report <b>Standard Code</b></p> <ol style="list-style-type: none"> <li>1. If multiple Behavior Resolutions exist with a Value = RT, report 1 behavior record per resolution.</li> </ol>	<p>BehaviorResolution. stateResCode BehaviorResolution. resolutionID</p>	<p>Behavior &gt; Behavior Management &gt; Incident Detail Information &gt; Resolution Details &gt; State Code</p>
<b>Resolution Duration</b>	<p>Number of days duration of the resolution.</p> <p>Report Behavior Resolution <b>Duration in School Days</b> for the associated Behavior Resolution in <b>Resolution Type</b>.</p> <ul style="list-style-type: none"> <li>• Round <b>UP</b> to the nearest half number.</li> </ul>	<p>BehaviorResolution. schoolDaysDuration</p>	<p>Behavior Management &gt; Incident Detail Information &gt; Resolution Details &gt; Duration in School Days</p>