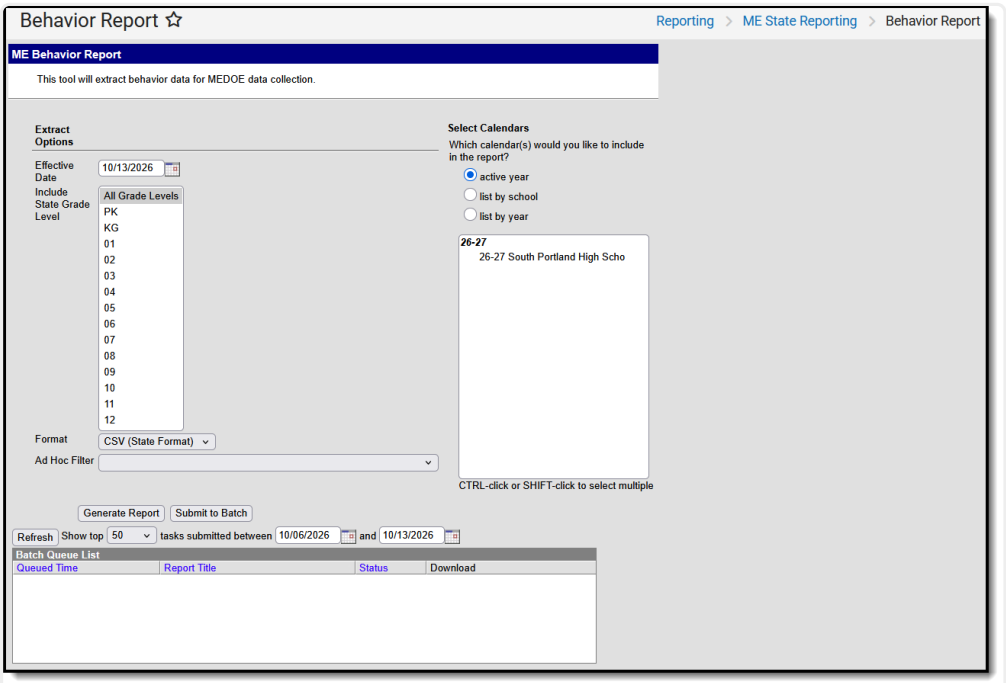
Behavior Report (Maine)

Last Modified on 10/13/2026 9:51 am CDT

Path: Reporting > ME State Reporting >Behavior Report

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



Maine Behavior Report Editor

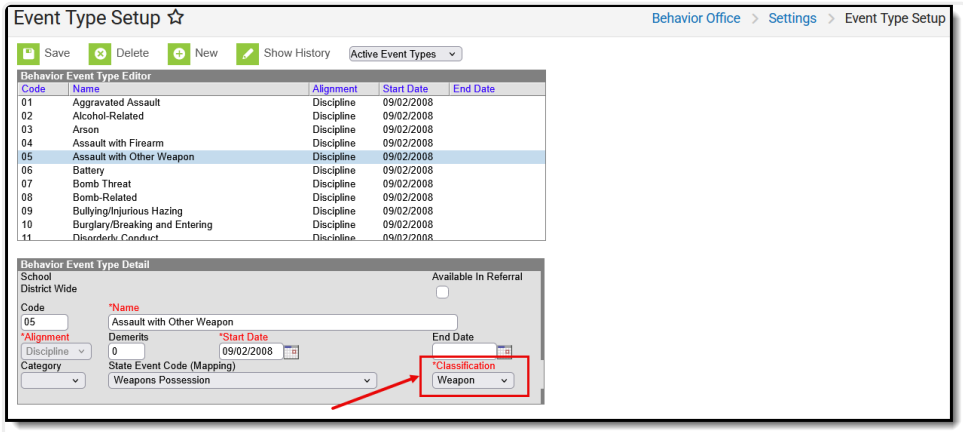
Report Logic

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 Office > Settings > Event Type Setup > Classification)



Behavior Event Types

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 how to generate the report:

Generate Report	Click the Generate Report button to immediately generate the report. The report will appear in a separate window in the designated format.
Submit to Batch	Click the Submit to Batch button to send the extract to the Batch Queue List. Batch Queue 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 that were run through the Batch Queue tool.

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
SAUID	NEO Organization ID for the attending SAU. Report the **District Number** associated with the student's enrollment record.	District.number	System Administration > Resources > District Info > State District Number
State Student ID	The student's state ID. Report **Student State ID**.	Person.stateID	Census > Demographics > Student State ID
School ID	NEO Organization ID for the attending school. Report **School Number** associated with the student's Enrollment record.	School.number	System Administration > Resources > School > School Number
Year Code	School year designation. Concatenate the **Start Year** and **End Year** of the School Year associated with the student's Enrollment record with a hyphen.	SchoolYear.startYear SchoolYear.endYear	System Administration > Calendar > School Years
Incident Date	Date when incident occurred. Report Behavior Incident **Date of Incident**.	BehaviorIncident.timestamp	Behavior > Behavior Management > Incident Detail Information > Date of Incident

<table>
<tr><th>Data Element Label</th><th>Business Requirement and Business Rules</th><th>Database Location</th><th>GUI Location</th></tr>
<tr><td>Incident Type</td><td>Basic description of the incident.

Report based on the Behavior Event State Code crosswalk:

<table><tr><th>stateEventCode</th><th>Report</th></tr><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></table></td><td>BehaviorType.
stateEventCode</td><td>Behavior > Behavior Management > Incident Detail Information > Event and Participant Detail > Event Details > State Code</td></tr>
<tr><td>Weapon Type</td><td>Description of weapon.

1. Report Behavior Participant Weapon Type dictionary Standard Code.
2. If multiple Weapon Type records associated with a single Behavior Event, only use the lowest weaponID.</td><td>BehaviorWeapon.
weaponType
BehaviorWeapon.
weaponID</td><td>Behavior > Behavior Management > Incident Detail Information > Event and Participant Detail > Participant(s) Details > Behavior Event Weapon</td></tr>
</table>

Data Element Label	Business Requirement and Business Rules	Database Location	GUI Location
Resolution Type	Description of resolution. If Behavior Resolution **State Code** dictionary **Value** = RT, report **Standard Code** 1. If multiple Behavior Resolutions exist with a Value = RT, report 1 behavior record per resolution.	BehaviorResolution.stateResCode BehaviorResolution.resolutionID	Behavior > Behavior Management > Incident Detail Information > Resolution Details > State Code
Resolution Duration	Number of days duration of the resolution. Report Behavior Resolution **Duration in School Days** for the associated Behavior Resolution in **Resolution Type**. • Round **UP** to the nearest half number.	BehaviorResolution.schoolDaysDuration	Behavior Management > Incident Detail Information > Resolution Details > Duration in School Days