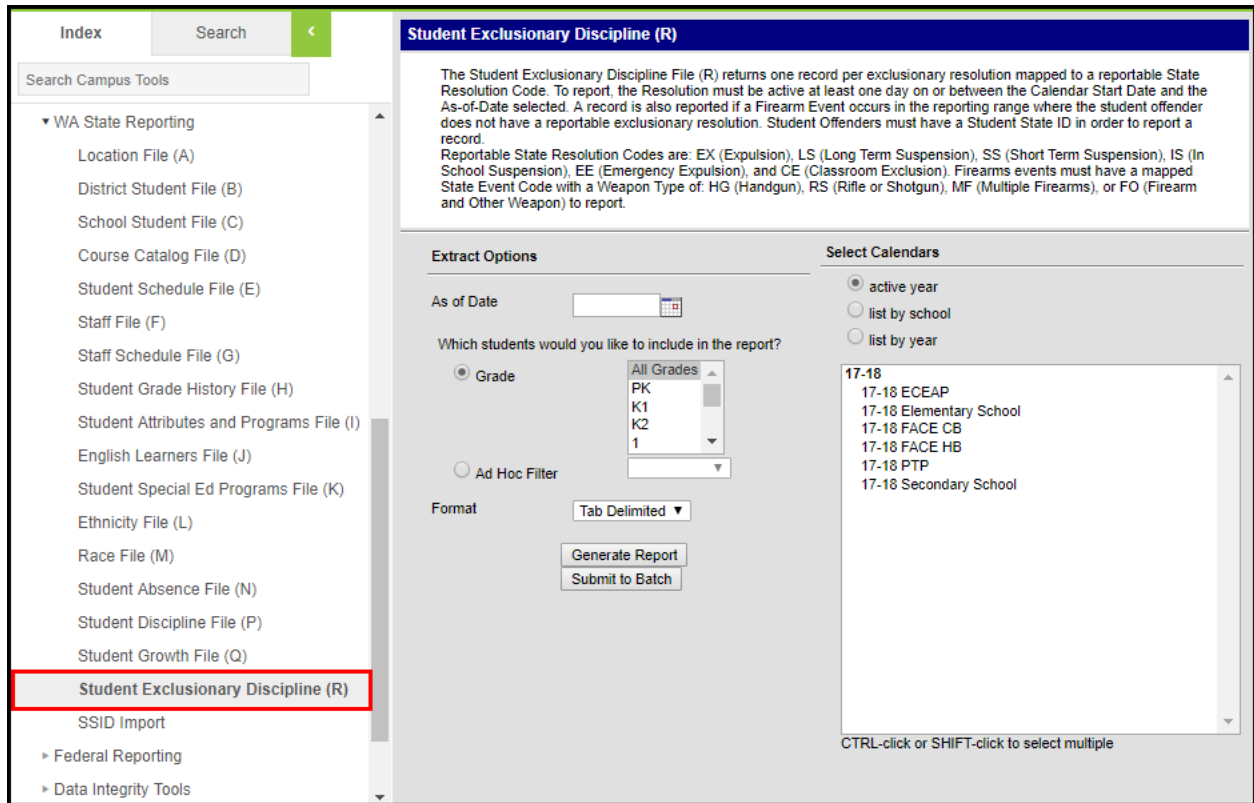# Student Exclusionary Discipline File (R) Extract (Washington)

Last Modified on 05/14/2025 10:13 am CDT

[Report Logic](#) | [Recommended Process for WA State Reporting](#) | [Generating the Extract](#) | [Report Layout](#)

PATH: *WA State Reporting > Student Exclusionary Discipline File (R)*

The Student Exclusionary Disciple File (R) allows users to capture and report information regarding behavior and exclusionary discipline actions for students involved in incidents during school and school-related activities.

Student Exclusionary Discipline (R) Extract Editor

Report Logic

- One record per exclusionary Behavior Resolution on or between the reporting range is reported.
- In order to report, the Behavior Resolution must be marked as 'exclusionary' meaning it is mapped to one of the following State Resolution Codes:
    - **EX** (Expulsion), **LS** (Long Term Suspension), **SS** (Short Term Suspension), **IS** (In School Suspension), **EE** (Emergency Expulsion), **CE** (Classroom Exclusion)
- Behavior Resolutions with a valid State Resolution Code of NA (No Intervention Applied) will ONLY report when the event of record is mapped to State Event Code.
- If a Firearm event does not have at least one reportable Behavior Resolution entered per Offender, a record is still reported.
    - Reportable Firearm events must be mapped to a reported State Event Code and have a Weapon Type selected that is not KD or OW.
- Students must have a State ID in order to report.
- Students must be enrolled in at least one calendar and not flagged as No Show or State Excluded on their enrollment record and not in an excluded Grade Level or Calendar.

Recommended Process for WA State Reporting

Should an Exclusionary Action be modified and/or converted to another exclusionary action, the state expects each action to report in a separate record.

In order to report modifications to an original Behavior Resolution as they occur, Campus recommends the following process:

- The original exclusionary Behavior Resolution should be end dated.
- Then create a new/duplicate exclusionary Behavior Resolution record by copying all data on the original. Modifications can then be made on the new/duplicate record. Be sure to set the new start date to the date the modification/s became applicable and save.
  - Should changes be saved on the original resolution record, these changes made will overwrite the original data and a single record will report.
- Should multiple exclusionary actions be applicable at the same time, each action should be entered as a separate Behavior Resolution in Campus. (*Behavior Resolution start & end dates may overlap.*)

Generating the Extract

1. Enter an **As of Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
2. Select which students will be included in the report:
   1. **Grade** - Select which grades will be reported.
   2. **Ad Hoc Filter** - Select an Ad hoc filter to further narrow report results.
3. Select the **Format** in which the report will be generated. Use CSV when submitting data to the state; otherwise use HTML to review data.
4. Select the **Calendars** to be included on the report.
5. Click **Generate Extract** to generate the report in the indicated format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting report request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process will allow larger reports to generate in the background, without disrupting the use of Campus. The generated extract is available in the Process Inbox For more information about submitting a report to the batch queue, see the Batch Queue article.

Student File R Records:4										
SchoolYear	ServingCountyDistrictCode	DistrictStudentID	SSID	LocationId	incidentID	IncidentDate	BehaviorCode	OtherBehaviors	WeaponType	
2018	27003	131	03992	4110	15601	10/05/2017	08			S
2018	27003	57	2236	4110	15598	09/18/2017	00			E
2018	27003	57	70708	4110	15598	09/18/2017	00			S
2018	27003	1312	97 90	4110	15623	10/26/2017	00			E

Student Exclusionary Discipline (R) Extract - HTML

Report Layout

Data Element Label	Description	Campus Database	Campus UI Location
School Year	The reporting calendar end year (i.e., if 2018-2019, 2019 is reported)	Calendar.endDate	System Administration > Calendar > Calendar > End Date

Data Element Label	Description	Campus Database	Campus UI Location
Serving County District Code	Indicates the county district serving the student. Logic reports the Service District Code (if populated). If null, the State District Number is reports (leading zeros if needed).	Enrollment. servingDistrict District.number	Student Information > General > Enrollment > Serving District Code System Administration > Resources > County System Administration > Resources > District Info > State District Number
District Student ID	The reporting student's Student Number.	Person. studentNumber	Census > People > Demographics > Person Identifiers > Student Number
SSID	The reporting student's State Student ID.	Person.stateID	Census > People > Demographics > Person Identifiers > State Student ID
Location ID	The reporting student's State School Number.	School.number	System Administration > Resources> School > School Detail > State School Number
Incident ID	Reports the Campus-generated Incident ID of the behavior Incident/Event/Offender/Resolution of record.	N/A	Behavior > Behavior Management > Incident Management Editor > Incident Detail Information > Incident ID
Incident Date	The date in which the incident occurred.	BehaviorIncident. timestamp	Behavior > Behavior Management/Behavior Referral > Date of Incident

Data Element Label	Description	Campus Database	Campus UI Location
Behavior Code	Reports the most severe mapped State Event Code (Event Type) for the reporting Incident/Event/Offender/Resolution of record. • This is determined based on the value set in the data dictionary. A value of 1 is the most severe.	BehaviorEvent.eventID Behavior. stateEventCode BehaviorRole.role	Student Information > General > Behavior Tab > Behavior Event > Event ID System Administration > Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Code Behavior > Behavior Management > Event/Participant Editor > Event and Participant Details > Participant Details > Role, Participant Name
Other Behaviors	Reports any other unique state event codes mapped to the event. Logic reports any additional unique State Event Codes as mapped from all other Behavior Events entered for the reporting student offender on the Incident of record. • Codes reports cannot be the same value as the code reported in the Behavior Code field above. • If multiple Events exist and are mapped to unique State Event Code values, values are reported as a string separated by commas. • All codes report as two digit, zero-filled as needed.	Behavior. stateEventCode	Student Information > General > Behavior Tab > Behavior Event > Event ID System Administration > Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Code

Data Element Label	Description	Campus Database	Campus UI Location
Weapon Type	Indicates any Weapon Code marked on the unique Incident/Event/Offender/Resolution record. Logic reports any Weapon Code from the record where State Reported = Y: Yes. • If multiple weapons records are present for an event and none of them are marked as State Reported, logic will return the code from the most recent reportable firearm state code (not KD or OW). • If multiple weapons records are present for an event and marked as State Reported, logic will return the code from the most recent reportable firearm state code (not KD or OW) flagged as State Reported.	BehaviorEvent. weaponCode	Behavior > Behavior Management > Behavior Event > Participant(s) Details > Weapon
Exclusionary Action Applied	Indicates the State Resolution Code set for the unique Incident/Event/Offender/Resolution record. Logic reports the mapped State Resolution Code. Resolutions mapped to State Resolution Codes 50,51, 52, 53, 54, or 55 are not reported.	BehaviorResType. stateResCode	Behavior > Behavior Management >Events and Participants > Add Resolution > Resolution Details > State Code
Exclusionary Action Date	Indicates the date the behavior resolution (exclusionary action) began for the unique Incident/Event/Offender/Resolution record. Logic reports the Resolution Assign Date. If this is null, the Resolution Start Date is reported. If both are null, a null value is reported.	BehaviorResolution. discAssignDate	Behavior > Behavior Management >Events and Participants > Add Resolution > Resolution Details > Resolution Assign Date or Start Date

Data Element Label	Description	Campus Database	Campus UI Location

Duration Exclusionary Action Days	Indicates the duration of the exclusionary action.
	Logic reports the value entered in the Duration in School Days (as a whole number, normal rounding rules apply).
	• If the Duration in School Days field is null, logic calculates the total number of consecutive school days a student is excluded based on the As of Date on the extract editor and the Resolution Start Date and Resolution End Date.
	  ○ If the REsolution End Date is less than or equal to the As of Date on the extract editor, logic will calculate the total consecutive school days from the Resolution Start Date to the Resolution End Date
	    ■ If Resolution Start Date = Resolution End Date, a value of 1 is reported.
	  ○ If the Resolution End Date is null or greater than the As of Date on the extract editor, logic will calculate the total consecutive school days from the Resolution Start Date to the As of Date selected on the extract editor.
	  ○ To count, each date must be marked as School Day on the calendar.
	  ○ If Resolution Start Date is null, logic will count from the Resolution Assign Date.
	  ○ If the As of Date falls prior to the Resolution End Date, logic will count the school days up to and including the As of Date.
		Calculated	Behavior > Behavior Management >Events and Participants > Add Resolution > Duration in School Days
			System Administration > Calendar > Days > Day Detail > School Day
			Behavior > Behavior Management >Events and Participants > Add Resolution > Resolution Start Date
			Behavior > Behavior Management >Events and Participants > Add Resolution > Resolution End Date

Exclusionary Time	Reports the percent of seat time the student was excluded as a percentage of the student's scheduled instructional time. If the student's exclusion spans multiple days, districts should add the amount of time the student was excluded on each day and then round that summation to the nearest tenth. Students excluded from their regular educational setting for an entire school day should be reported in this element as a 1.0 for each full day of exclusion. Students excluded from their	Calculated	N/A

Data Element Label	Description	Campus Database	Campus UI Location

	regular educational setting for less than a full school day should be summarized for the full duration of the exclusion and then rounded to the nearest 0.1 (tenth). **Calculation Hierarchy**
	
	• Time is first derived from Behavior Attendance.
	   ◦ This is signified by an Attendance Excuse selected on Resolution Details.
	• If an Attendance Excuse is not selected on Resolution Details, time is derived based on both the Resolution Start Date and Resolution End Date.
	• If neither an Attendance Excuse and both Resolution Start Date and Resolution End Date are not entered, the value in the Duration Exclusionary Action Days element is reported in XXX.X format.
	• If the Resolution Start Date is null, time is calculated from the Resolution Assign Date.
	• If the As of Date falls prior to the Resolution End Date, logic counts exclusionary time up to and including the As of Date to report with the As of Date counting as a full day.
	
	How Time is Derived when Attendance Excuse is Selected on Resolution Details
	
	•
	   ◦ Per Date on/between the Resolution Start Date and Resolution End Date or As of Date (whichever comes first)
	      ▪ Total instructional minutes marked with an attendance code where Status = Absent, and Excuse = Excused OR Unexcused
	         ▪ Present Minutes marked on the Attendance Information editor during the student's absent (excused or unexcused) period/s are subtracted from the absent instructional minutes total.
	      ▪ Logic then calculates the		

Data Element Label	Description	record's full scheduled instructional minutes on the same date	Campus Database	Campus UI Location
		- Lunch minutes do not count as instructional when present on the period schedule - It then divides the Total Instructional Minutes by the Total Scheduled Instructional Minutes. - Once this calculation is done for each (exclusionary) Resolution date in the reporting range, logic then totals each per date subtotal together (grand total) and reports the grand total to the nearest tenth (for example, 2.5645 would report as 2.6). **How Time is Derived by the Resolution Start Time and Resolution End Time** - Logic looks at the student's schedule for each date the student is excluded. - It then counts each scheduled instructional day between the Resolution Start Date and Resolution End date as 1.0. - For the Start Date and End Date - Logic calculates the percent seat time excluded by first deriving Excluded minutes: - For a Resolution Start Date: - Logic counts the scheduled instructional minutes occurring prior to the Time Stamp for this student on this date. - Logic counts full scheduled instructional minutes on this date for the student and divides Scheduled		

Data Element Label	Description		Campus Database	Campus UI Location
		Instructional Minutes Occurring Prior to the Time Stamp by Full Scheduled Instructional Minutes (and rounds to the nearest tenth).		
		▪ For Resolution End Date		
		▪ Logic counts the scheduled instructional minutes occurring after to the Time Stamp for this student on this date.		
		▪ Logic counts full scheduled instructional minutes on this date for the student and divides Scheduled Instructional Minutes Occurring After to the Time Stamp by Full Scheduled Instructional Minutes (and rounds to the nearest tenth).		
		▪ Logic then adds the resulting calculations for each date that falls in the reporting range		
		▪ (Derived Start Date value) + (1.0 for each scheduled instructional day between) + (Derived End Date Value)		
		▪ The reported value is		

Data Element Label	Description	in XXX.X format.	Campus Database	Campus UI Location
IAES	Indicates if the student's behavior resolution included an Interim Alternative Educational Setting. • If the Interim Alternative Education Setting field is flagged on a student's resolution of record, report a value of Y. • Report null if State Resolution Code (R11) = NA • Otherwise, report a value of N.		BehaviorResolution.interimAltEdSetting	Behavior > Behavior Management > Incident > Resolution > Interim Alternative Educational Setting
Academic Services	Indicates if the student's behavior resolution included Academic Services. A value of Y is reported if an Academic Services code is set on the student's behavior resolution record.		BehaviorResolution.academicServices	Behavior > Behavior Management > Incident > Resolution > Academic Services
Behavior Services	Indicates if the student's behavior resolution included Behavior Services. Reports Behavior Services code as set on the student's behavior resolution record.		BehaviorResolution.behaviorServices	Behavior > Behavior Management > Incident > Resolution > Behavior Services
Petition for Readmission	Indicates the Submitted date (Student Readmission Petition Dates) on the student's behavior resolution record.		BehaviorResolution.submitted	Behavior > Behavior Management > Incident > Resolution > Submitted
Granted Petition for Readmission	Indicates the Granted date (Student Readmission Petition Dates) on the student's behavior resolution record.		BehaviorResolutiuon.granted	Behavior > Behavior Management > Incident > Resolution > Granted
Petition for Extension	Indicates a petition for extension was submitted. Values are reported as follows: • If Academic Services were Not Offered is selected, a value of 1 is reported. • If Student Offered Academic Services and Participated is selected, a value of 2 is reported. • If Student Offered Academic Services But Did Not Participate is selected, a value of 3 is reported.		BehaviorResoultion.petitionToExceed	Behavior > Behavior Management > Incident > Resolution > Granted
Reengagement Plan	Indicates the student's re-engagement plan.		BehaviorResolutiuon.reEngagementPlan	Behavior > Behavior Management > Incident > Resolution > Petition Exceed More than One Year

Data Element Label	Description	Campus Database	Campus UI Location
Reengagement Meeting	Indicates the re-engagement Meeting Date.	BehaviorResolutiuon. reEngagementMtgDate	Behavior > Behavior Management > Incident > Resolution > Re-engagement Meeting
Appeal	Indicates the Appeal code.	BehaviorResolutiuon. appealCode	Behavior > Behavior Management > Incident > Resolution > Appeal

Data Element Label	Description	Campus Database	Campus UI Location