Resolution Type Setup

Last Modified on 10/20/2026 2:16 pm CDT

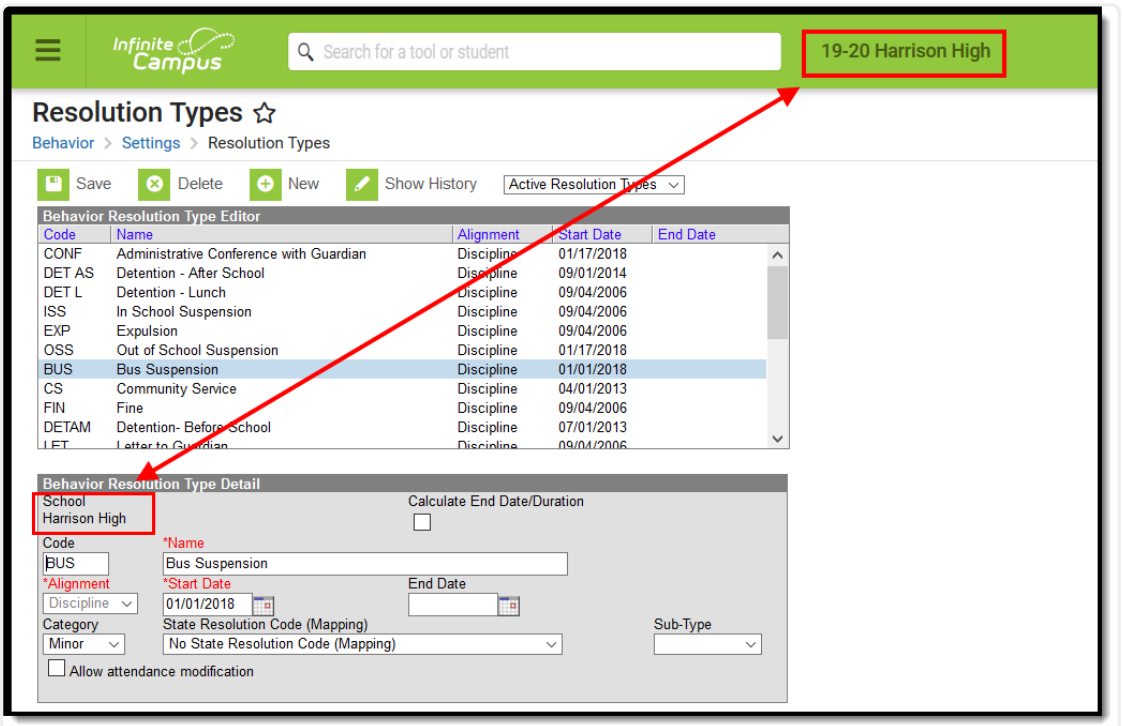
Path: Behavior Office > Setttings > Resolution Type Setup

The Resolution Type Setup tool allows users to create and manage resolution codes assigned to student behavior events. Behavior Resolutions describe actions taken as a result of a behavior event, such as detention or an award for good behavior. Codes can be created to reflect positive and negative behavior events.

Behavior Resolutions can be created for an entire district or one school within the district. When the Context Switcher does not have a school or calendar selected, the behavior resolution type is available for all schools within the district. When a school is selected, behavior codes are applied to that school only.

Codes can be created at the school or district level. Some states require events to be mapped to State Event Codes to facilitate state reporting.

Behavior Resolutions are assigned to participants in the Management Tool or the student Behavior tool.

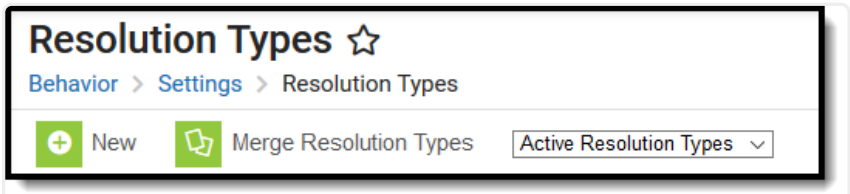


Behavior Resolution Types

See the Behavior Settings Tool Rights article for information on available tool rights.

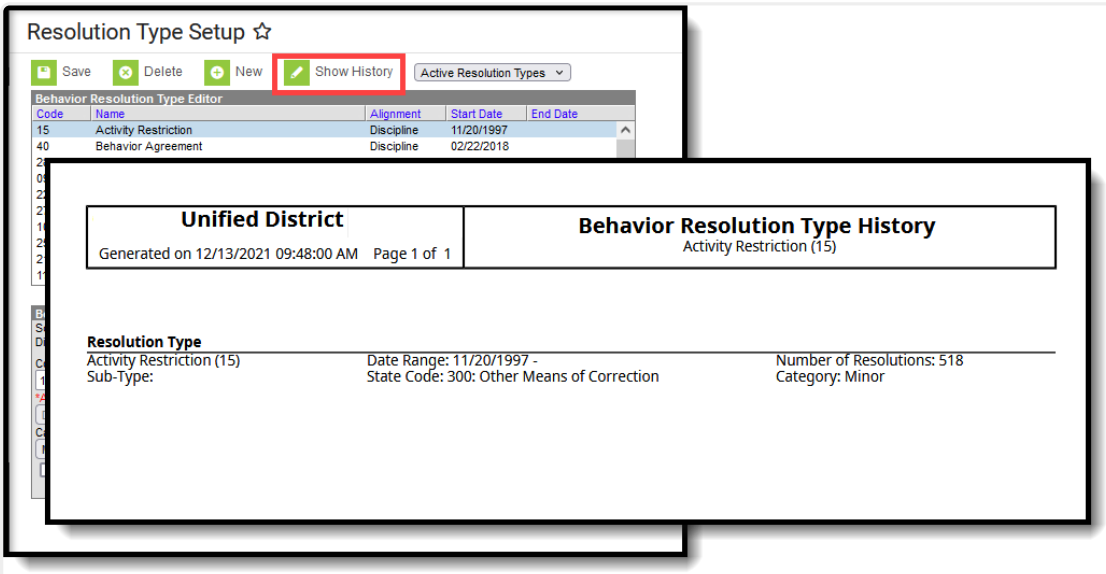
Action Bar Options

Before a resolution type is selected, the following options display in the Action bar. Users can create a **New** type or **Merge Resolution Types**. See the Merge Tool article for more information about this process. Types can be filtered by Active and Inactive, dependent on the End Date.



Action Bar - No Type Selected

Once a resolution type is selected, the following options display. Users can **Save** changes, **Delete** the selected type or create a **New** type. Click the **Show History** button to view an audit report of the resolution type, including when and how the type has been merged using the Merge Tool. This audit report can be generated in PDF or DOCX formats.



Behavior Resolution Show History Print

Types can be filtered by Active and Inactive, which is dependent on End Date.

Only types that have not been assigned to a participant can be deleted. If users attempt to delete a Resolution Type that has been used, a warning message appears. To deactivate an existing Resolution Type, enter an End Date. After the end date, the Resolution Type will not appear in the Referral or Management tool. Users can also use the Merge Tool to combine Resolution Types.

Resolution Types Editor

The following table provides descriptions of the fields available in the Resolution Types tool.

Field	Description
School	Indicates the school to which the resolution type is associated. When a school is selected in the Context Switcher, its name displays. When a school is not selected (Context Switcher selection is set to All Schools), District Wide displays, indicating that any school in the district has the opportunity to use that resolution.
Calculate End Date/Duration	When marked, the duration of behavior resolutions is automatically calculated when that type is assigned to a student and a length of time is entered into the field. For example, an Expulsion resolution type is marked to calculate the end date/duration. When assigning this resolution to a student, the person assigning the resolution can add a Resolution End Date, and the Duration in School Days field automatically populates with the correct number of school days based on the selected date (Resolution Start Date, Resolution End Date). Or, the person assigning the resolution can enter a value in the Duration in School Days field and the Resolution End Date automatically populates with the correct date.
Code	District or school label used to sequence and/or to easily find the resolution when searching for a resolution to assign to a student. This code can be numeric, alphabetic, or symbolic (asterisks, etc.). It is helpful if the code somehow connects it to the name of the resolution. This code can only be five (5) characters in length. For example, the resolution type of Detention has a code of DET, and a resolution type of Suspension has a code of SUS.
Name *Required*	Displays the name of the resolution, indicating what happens to the participant associated with a behavior event.
Alignment *Required*	This setting identifies whether the Behavior resolution is Discipline-based or Award-based. When *Award* is selected, only date fields need to be entered for the record to be complete. All other fields no longer display.
Start Date *Required*	The entered date indicates when the resolution was first made active (created) at the district or school and when it was first possible to assign it to a student. Dates are entered in *mmddyy* format or can be chosen by clicking the calendar icon.

Field	Description
End Date	The entered date indicates when the resolution was inactive at the district or school and is no longer assigned to students. Dates are entered in *mmddyy* format or can be chosen by clicking the calendar icon. Instead of deleting a resolution, which would eliminate all historical use of the resolution, entering a date keeps the record of it and any past use. Once an End Date is added to a Resolution Type, that Resolution Type is made read-only, and it cannot be reactivated.
Category	Indicates the resolution relates to a Minor, Involved, or Intense behavior event.
State Resolution Code (Mapping)	The selected code maps this resolution to a state resolution code. This field is used in state reporting and is only available in certain states.
Sub-Type	This selection allows the resolution to be available in different behavior processing tools. • Selecting **Suspension** allows users to track the number of days a student was assigned a suspension resolution during the year. The student's resolution has a required **Duration in School Day** field, and the sum of all **Duration in School Days** is reported on the student's Behavior tool. • Selecting **Detention** allows student resolutions with this resolution type to be included in the **Detention Tracker**. The student's resolution has a required **Detention Duration** and **Duration Units** fields. Detention records display in the Detention Tracker until the detention time is served or the user changes the detention status to complete. • Selecting **Expulsion** allows users to track when a student was assigned an expulsion-related resolution. No other tools are affected by this selection. **Note on Suspensions**: Suspensions should only be associated with the event for which the student is being suspended. Overlapping suspensions on the same day are not recommended and may cause issues with attendance calculations.

Field	Description
Allow Attendance Modification	When marked, student attendance data is updated upon completion of the behavior resolution. Marking this also displays an Attendance Code field on the Resolution editor where users can assign the appropriate behavior-related attendance code to the student. This should be marked on those resolutions where a student would be absent because of the resolution: out-of-school suspensions, expulsions, etc.

Link Behavior Records and Attendance Records

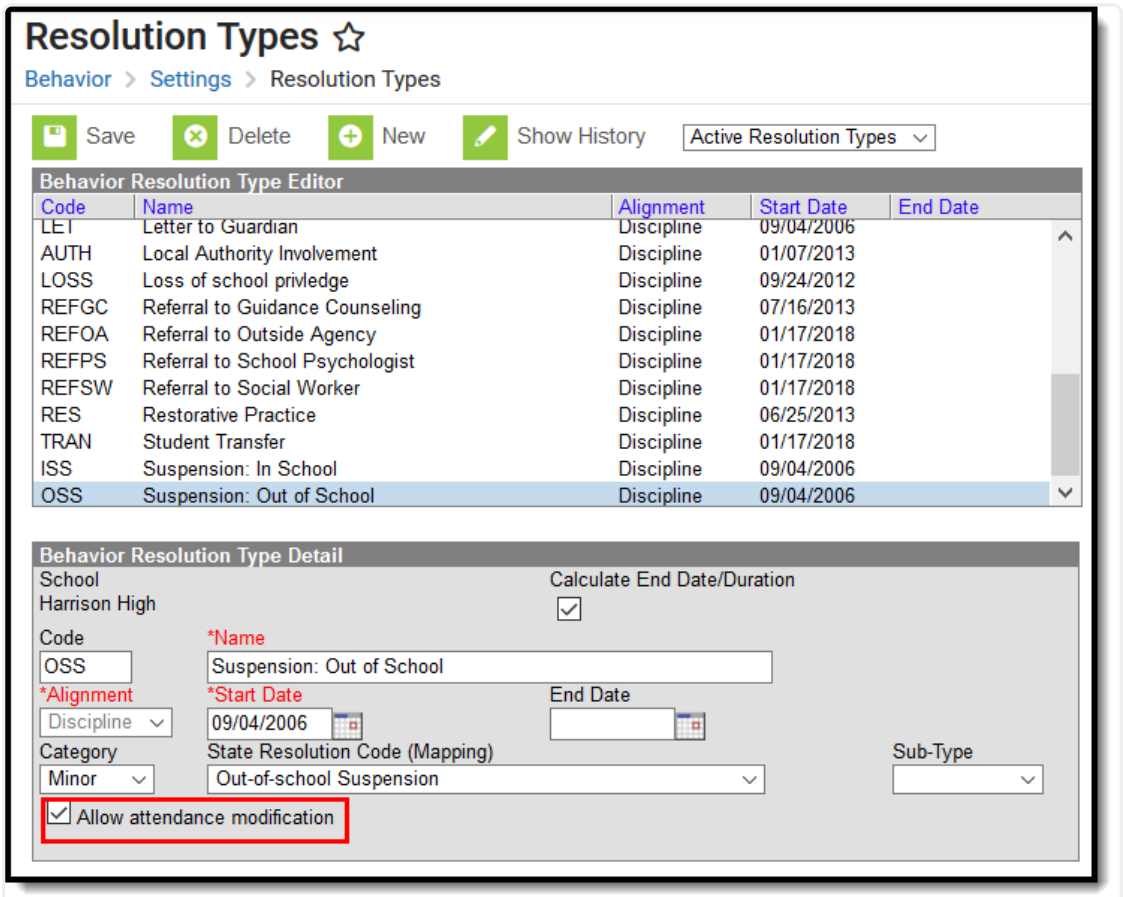
Schools can indicate which behavior resolution types cause an attendance event to be created for the student, letting the attendance office and teachers know that the student is not in class because of a behavior incident.

Follow the steps in the table to link behavior events and attendance data.

Task	Tool
Mark the **appropriate attendance codes** that relate to behavior resolutions.	Attendance Codes
Mark the **appropriate behavior resolution types** to allow for attendance modification.	Resolution Types
Create a **behavior incident**, assigning **events** and **participants**.	Behavior Management Behavior Referral
Enter a **behavior resolution** for one of the event participants.	Behavior Management Student Behavior
Verify the entered behavior event and resolution, and mark the incident complete.	Behavior Management
Verify the **behavior event** displays on the student's behavior tool.	Student Behavior
Verify the **attendance tool** displays an entry for the behavior resolution.	Student Attendance
Generate a report **looking for any inconsistencies** in linked behavior/attendance records.	Behavior Attendance Audit Report

Marking the **Allow attendance modification** checkbox on the **Behavior Resolution Type Detail** editor allows those processing behavior incidents and entering behavior resolutions to assign an Attendance Code on the Behavior Resolution editor. This should only be marked when the resolution requires the student to be absent from school for a period of time.

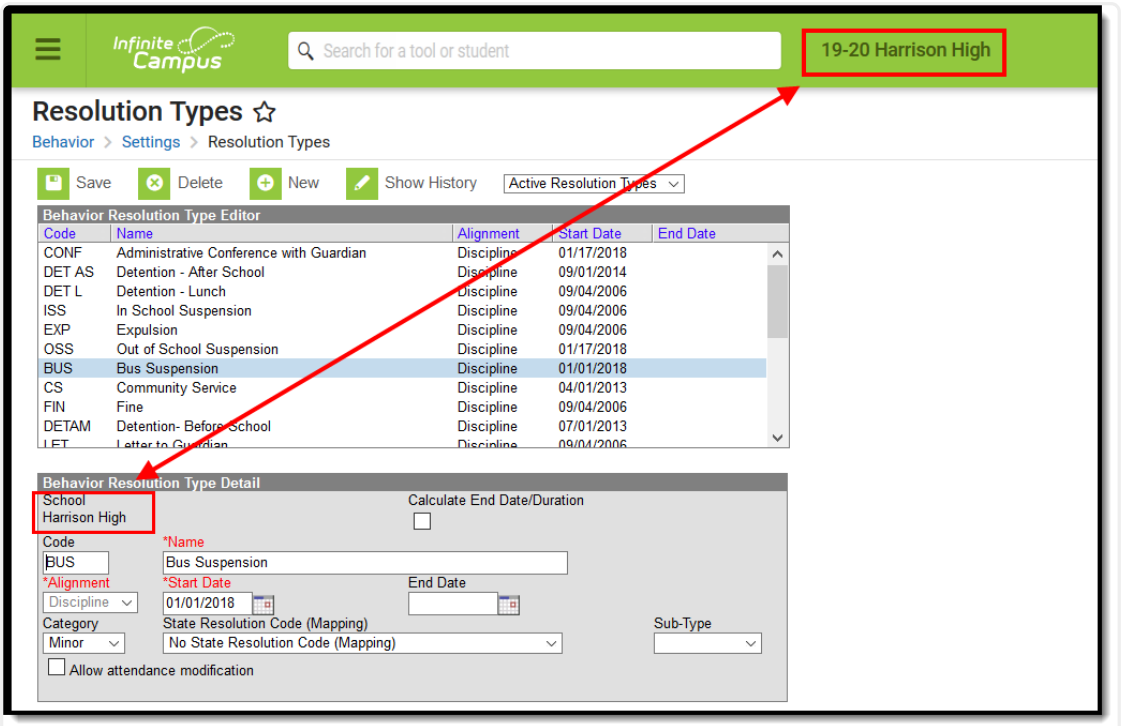
For example, marking this on a suspension resolution would add an attendance entry for the days the student was suspended. Marking this for after-school detention resolutions would not require the student to be absent from school.



Step 2 - Link a Behavior Resolution to Attendance Entry

District-Wide or School-Specific Resolution Types

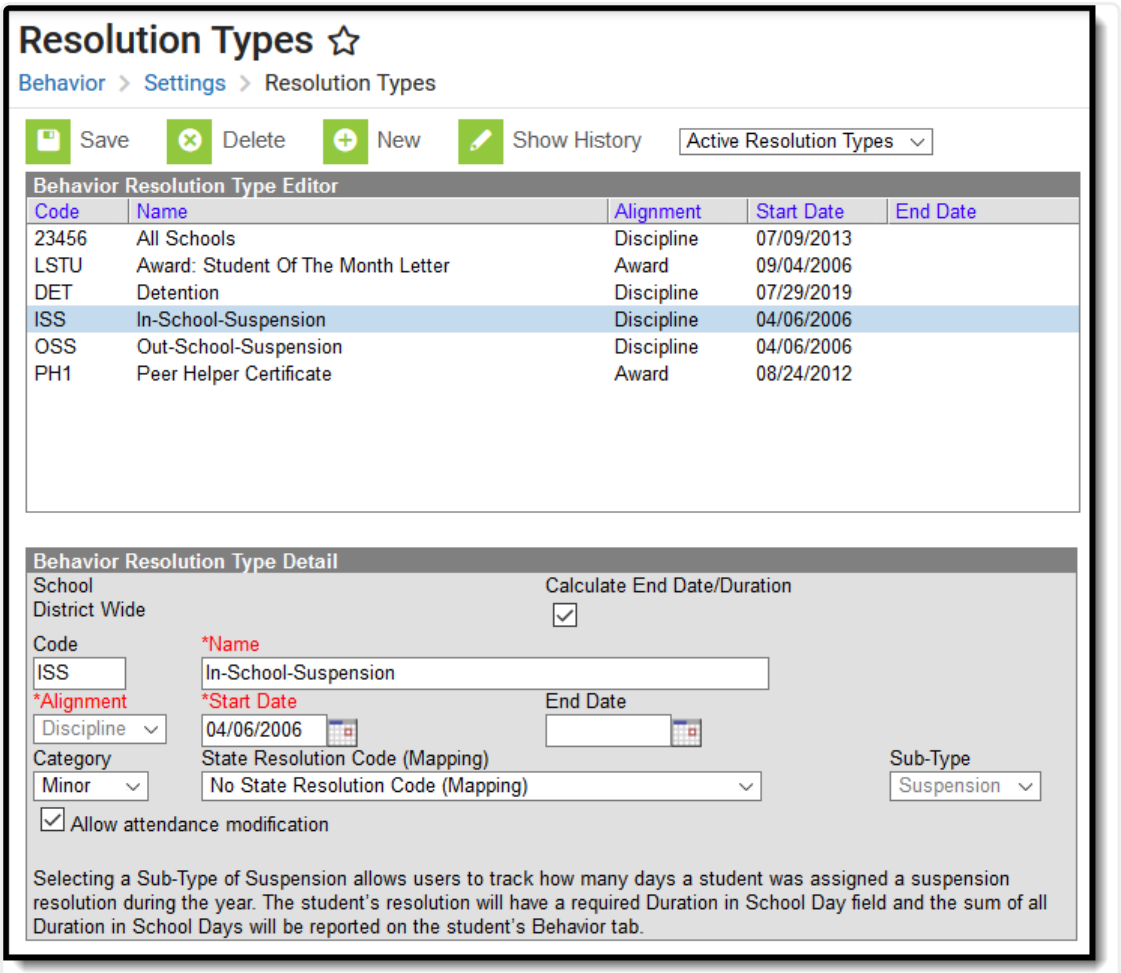
Resolution types that are to be used for all schools within a district are created by selecting the **All Schools** option from the School dropdown in the Campus toolbar. Resolution types that are to be used for a specific school within a district are created by selecting the school name from the School dropdown in the Context Switcher. When a school is selected, behavior resolutions are applied to that school only.



School-Specific Behavior Resolutions

Create District-Wide or School-Specific Behavior Resolutions

1. Select the **School** in the Campus Toolbar using the resolution, or select **All Schools** to enter a district-wide resolution.
2. Select the **New** icon. The **Behavior Resolution Type Detail** view will appear below.
3. Select a **Code** for this behavior resolution. For example, the code might be CP when the behavior resolution is named Contacted Parents.
4. Enter a **Name** for the resolution.
5. Select an **Alignment** for this resolution type.
6. Enter a **Start Date** to determine when the resolution is active.
7. Enter an **End Date** to indicate when the resolution is no longer active.
8. Select a **Category** for the *Discipline* resolution type.
9. When a state code needs to be assigned to *Discipline* resolution, select the **State Resolution Code (Mapping)**.
10. Select a **Subtype** to classify the resolution further.
11. Mark the **Allow Attendance Modification** when necessary.
12. When finished, click the **Save** button. The new resolution is listed in the **Behavior Resolution Type Editor** alphabetically by the code field.



Behavior Resolution Editor

Each active Resolution Type must have a unique **Code** and **Name** combination. When a new type with the same Code and Name as another active type is created, a warning displays, directing the user to modify at least one of those values.

Users should be aware that Subtypes cannot be added to Detention or Suspension resolution types created and assigned to students without a subtype. To create a new type with the correct subtype, enter an End Date for the existing type and create a new one with the desired subtype.