

Behavior (Connecticut)

Last Modified on 06/02/2025 11:24 am CDT

[Event Editor](#) | [Participant Editor](#) | [Resolution Editor](#)

Tool Search: Behavior Management

The [Behavior Referral](#) is used to report behavior incidents to behavior administrators. Incidents are then reviewed in the [Behavior Management tool](#), where modifications can be made and resolutions assigned. Resolutions can also be assigned in the student [Behavior tool](#). Incidents are made up of Events and Participants linked by time and location. See additional documentation regarding the [Behavior](#) module for more information.

This article describes the Event, Participant and Resolution editors that include state-specific elements used in reporting. The Event and Participant editors are available from both the [Referral](#) and the [Management Tool](#) and the Resolution editor is available from the [Management Tool](#) and the student's [Behavior tool](#).

Behavior Management ☆

Behavior > Main Tools > Behavior Management

Save

Delete

New

Status Filter: Submitted/In Progress ▼

Alignment Filter: Discipline/Award ▼

Incident Management Editor

Title	Date/Time	Behavior Event Location	Context	Submitted By	Status
LAB - Attendance Conflict	01/21/2014 11:00 AM	Classroom		Administrator, System	IP
Student Smoking - DEMO	01/17/2014 9:20 AM	Restroom	School Sponsored Event, during school hours	Administrator, System	IP
CHEATING	01/16/2014 1:12 PM	Classroom		Administrator, System	IP
jb test 012214_Echo	01/16/2014 12:15 PM	Classroom		Berchem, Janeen	IP
jb test 012214_Foxtrot	01/16/2014 11:38 AM	Classroom		Berchem, Janeen	IP
jb test 112214_golf	01/16/2014 11:00 AM	Classroom		Berchem, Janeen	IP
jb test 112214_hotel	01/16/2014 10:30 AM	Classroom		Berchem, Janeen	IP

Incident Detail Information

This section stores information specific to the incident and will be shared on the behavior tab of each participant. Add Event/Participant and Add Resolution buttons will not be enabled until all required fields are filled.

Incident ID: 20223

Status

In Progress ▼

Submitted Date: 01/21/2014 09:22 AM

Submitted By: Administrator, System ▼

*Alignment

Title

Behavior Management Tool

Event Editor

The Event Details editor describes the individual event in the behavior incident. [Event Types](#) are established in the Behavior [Admin](#) area.

Event Details

Event Type:

1720: Battery-Assault

Event ID: 14167

Demerits:

State Code: 1720: Battery/Assault

School Sponsored Activity

☐

Referring Party

01: Superintendent

- Modified by: Administrator, System 01/09/2023 11:00

Event Details

Field	Description
Event Type	The identifying code and name of the event. Event Types are created in the Behavior Admin area and can be mapped to State Event Codes. Options are dependent on the Alignment selected for the Incident; only Event Types with the same alignment will be available.
Demerits	Indicates a mark of poor conduct for a discipline event or a mark of positive action for an award event. This field displays the value entered for the Event Type .
State Code	The code provided by the Connecticut State Department of Education.
Category	Indicates whether the event is considered to be <i>Minor</i> , <i>Serious</i> or <i>Extreme</i> . This field displays the value entered for the Event Type .
School Sponsored Activity	Indicates whether the event occurred at a school sponsored activity.

Field	Description																														
Referring Party	<p>The referring party. Options include:</p> <table> <tr> <td>1: Superintendent</td><td>16: Intern</td></tr> <tr> <td>2: Principal/Headmaster</td><td>17: Nurse</td></tr> <tr> <td>3: Dean of Students</td><td>18: Office Worker</td></tr> <tr> <td>4: Vice Principal/Associate Principal</td><td>19: Paraprofessional</td></tr> <tr> <td>5: Discipline Officer</td><td>20: Security</td></tr> <tr> <td>6: Board of Education</td><td>21: Substitute Teacher</td></tr> <tr> <td>7: Impartial Hearing Officer or Board</td><td>22: Student</td></tr> <tr> <td>8: Special Education Hearing Officer</td><td>23: School Psychologist</td></tr> <tr> <td>9: Manifestation Hearing</td><td>24: Social Worker</td></tr> <tr> <td>10: Teacher</td><td>25: Parent or Guardian</td></tr> <tr> <td>11: Behavior Manager</td><td>26: Police Officer</td></tr> <tr> <td>12: Bus Driver</td><td>27: Athletic Director/Coach</td></tr> <tr> <td>13: Cafeteria Worker</td><td>28: Anonymous Tip</td></tr> <tr> <td>14: Custodian</td><td>29 : Other Professional Education Staff</td></tr> <tr> <td>15: Guidance Counselor</td><td></td></tr> </table>	1: Superintendent	16: Intern	2: Principal/Headmaster	17: Nurse	3: Dean of Students	18: Office Worker	4: Vice Principal/Associate Principal	19: Paraprofessional	5: Discipline Officer	20: Security	6: Board of Education	21: Substitute Teacher	7: Impartial Hearing Officer or Board	22: Student	8: Special Education Hearing Officer	23: School Psychologist	9: Manifestation Hearing	24: Social Worker	10: Teacher	25: Parent or Guardian	11: Behavior Manager	26: Police Officer	12: Bus Driver	27: Athletic Director/Coach	13: Cafeteria Worker	28: Anonymous Tip	14: Custodian	29 : Other Professional Education Staff	15: Guidance Counselor	
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10: Teacher	25: Parent or Guardian																														
11: Behavior Manager	26: Police Officer																														
12: Bus Driver	27: Athletic Director/Coach																														
13: Cafeteria Worker	28: Anonymous Tip																														
14: Custodian	29 : Other Professional Education Staff																														
15: Guidance Counselor																															
Weapon	The weapon used during the behavior event.																														
Drug, Alcohol, or Tobacco	The type of drug involved in the behavior event.																														
Bullying Code	Indicates whether a bullying incident involved a protected class.																														

Participant Editor

The Participant Details editor lists the individuals involved in the event. Add participants by searching for the participant's name and then entering details of involvement. Person details populate from [Census](#) and [Enrollments](#).

Participant(s) Details

☒ Amy Smith
 ☒ Display on Portal
 Hide Details

Role:

Demerits

*Relationship To School

Offender

0

1: Certified Staff

Injury

Injury Description

Medical Service Provided:

1: No Injury

☐

Details:

Behavior Participant Details

Field	Description
Display on Portal	Marking this checkbox will include basic incident and event information for only this participant to appear on the Portal for the student's parents to view.
Hide Details	Selecting this button collapses the participants details so that only their name and the "Display on Portal" checkbox displays.
Role	The way in which the individual participated in the event, as an <i>Offender</i> , a <i>Participant</i> , a <i>Victim</i> or a <i>Witness</i> . For Award incidents, the available role is <i>Recipient</i> .
Demerits/Points	Indicates a mark of poor conduct for a discipline event or a mark of positive action for an award event.
Relationship to School	Indicates the participant's relationship to the school, such as student or staff member, at the time of the event. This field is required and will default based on the Filter selection made when searching for the participant as follows: <ul style="list-style-type: none"> Current Student - Student School Employees - Certified Staff All People - Null
Injury	Indicates if the participant received an injury as a result of the event. Options are <i>1: No Injury</i> , <i>2: Minor Injury</i> , <i>3: Major Injury</i> or <i>4: Serious Bodily Injury</i> .
Injury Description	Additional information about the participant's injury.
Medical Service Provided	Indicates if medical service was provided to the individual as a result of the event.
Details	Additional information about the individual's participation in the event.

Resolution Editor

The Resolution Details editor provides the details for the resolution assigned to the student, such as detention or suspension of bus privileges. When adding a resolution, users can select which event participants to apply the resolution to. [Resolution Types](#) are established in the Behavior [Admin](#) area.

Edit Resolution for Jane Student

Resolution Details

*Resolution Type:

1010: Out of School Suspension

Resolution ID: 4947

State Code: 1010: Out-of-School Suspension

Category:

Resolution Assign Date: 09/20/2013

Resolution Start Date: 09/25/2013

Resolution Start Time: 03:20 PM

Resolution End Date: 09/28/2013

Resolution End Time:

Duration in School Days:

Behavior Admin Staff Name

Details:

Was the Student Arrested

Number of Days Served

Days Served Next Year

Party Taking Action

02: Principal/Headmaster

Education provided during sanc

Save

Delete

Close

Behavior Resolution Details

Field	Description
Resolution Type	The identifying name and code of the resolution. Resolution Types are created in the Behavior Admin area and are mapped to State Resolution Codes.
Resolution Assign Date	The date the resolution was assigned.
Resolution Start Date	The date the student will begin serving the resolution.
Resolution Start Time	The time the student will begin serving the resolution.
Resolution End Date	The date the student must complete the resolution by.

Field	Description
Resolution End Time	The time the student must complete the resolution by.
Duration in School Days	The number of days the resolution will last. This was formerly called "Days Sanctioned."
Behavior Admin Staff Name	Indicates the behavior admin staff member responsible for handling the behavior resolution.
Details	Additional information about the participant's resolution.
Was the Student Arrested	Indicates that the incident resulted in the student's arrest for a violent criminal offense.
Number of Days Served	Indicates the number of days served of a behavior resolution if it is different from the Duration in School Days.
Days Served Next Year	The number of days the student will serve next year.
Party Taking Action	Indicates the party responsible for determining the resolution.
Education provided during sanc	Indicates the type of instruction the student is receiving during a sanction.