Student Infraction & Student Infraction Response Templates (New Mexico)

Last Modified on 09/17/2025 11:51 am CDT

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Tool Search: Student Infraction & Student Infraction Response Template

The Student Infraction & Student Infraction Response Templates are used to track student disciplinary infractions and a school's response(s) to the infractions for USDE Safe Schools reporting.

Student Infraction & Student Infraction Response Template Editor

Report Logic

- All reporting Event Types and Resolution Types must map to a State Code to report.
- To report an Unknown Offender, districts must add an unknown record manually to the file or create a mock student enrollment marked as State Exclude with Student State ID #825881329.

Student Infraction

- The Student Infraction reports an offender's most severe event per incident based on the Most Severe flag on the Event Editor.
- When the incident date falls on/between the reporting range and the offender has only one event mapped to a state event code, that event reports.
- When the incident date falls on/between the reporting range and the offender has multiple events mapped to a state event code, only events flagged Most Severe report.

If the student's State ID...	Then...
is **NOT** = 825881329	ONLY one record reports per offender per infraction in this report. • If multiple State Code events are flagged Most Severe, multiple records report. • If multiple State Code events are flagged Most Severe on a multiple event incident, no records report. • If only one State Code event exists on a reportable incident, the record MUST report.
IS 825881329 (i.e., Unknown Offender/s)	there are no restrictions on how many records an Unknown Offender may have. • Districts must add an "unknown" record manually to the file or create a "generic student" with the Student State ID 825881329 to report. • Campus recommends the "generic student" be state excluded.

Student Infraction Response

- The Student Infraction Response reports the most severe resolution mapped to a state resolution code from reporting events in the Student Infraction Template.

- If no reportable response exist, no record reports.

- If multiple resolutions exist on the offender/event of record, the resolution with the lowest value reports.

- A response record reports for each infraction record submitted unless the unknown perpetrator ID reports (student state ID #825881329).

Report Editor

Field	Description
Extract Type	• **STUD_INFRACTION** (Student Infraction) • **STUD_INFR_RESP** (Student Infraction Response Template)
Submission Start Date	The Start Date of the reporting range.
Submission End Date	The End Date of the reporting range.
Ad Hoc Filter	Ad Hoc Filters allow you to limit report results to those included in the filter. This option is useful for troubleshooting.
Format	The format in which the report will generate. Options include HTML, Comma Separated and XML.
Select Calendars	The calendar(s) from which data is pulled for the report.

Field	Description
Generate Extract/ **Submit to Batch**	Users have the option of submitting a report request to the batch queue by clicking **Submit to Batch** instead of immediately generating the report by clicking **Generate Extract**. The batch process allows larger reports to generate in the background without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the Batch Queue article.

Report Examples

Student Infraction Records Example

Student Response Records Example

Student Infraction Template

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
District Code	A three character district code.	Numeric, 3 digits	District.number	District Information > District Number

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
Location Code	The State School Number based on the active enrollment/s on the incident date. Reports 998 If a NM Exceptionality Plan is active on the infraction date for this offender where Location Code = 998. Otherwise, the State School Number reports.	Numeric, 3 digits	School.number Enrollment. specialEdStatus Enrollment. specialEdSetting	School Information > State School Number Enrollment > Special Ed Fields > Special Ed Status Enrollment > Special Ed Fields > Setting
School Year Date	The end year value based on the Year selected in the Campus Toolbar. Report as YYYY-06-30 all records, where YYYY is the year value based on Calendar > End Date.	Date field, 10 characters YYYY-MM-DD	Calendar.endDate	N/A
Student ID	The state-assigned identifier for the student.	Numeric, 9 digits	Person.stateID	Demographics > State ID
Infraction Date	The date of the incident.	Date field, 10 characters YYYY-MM-DD	BehaviorIncident. incidentDate	Behavior Management > Incident Management Editor > Incident Detail Information > Date of Incident
Filler 6	N/A	N/A	N/A	N/A

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
Infraction Code	The Infraction Code on the reporting incident. State Event Codes 54c and 54m report as 54, all remaining State Event Codes report the value selected. If there is only one resolution mapped to a state resolution code on the student's reporting Event of Record, that resolution's mapped state code value reports. If there is more than one resolution mapped to a state resolution code on the student's Event of Record, the most serious mapped State Event Code on the reporting incident for the reporting offender of record based on the value set on the data dictionary reports.	Numeric, 3 digits	Behavior. stateEventCode	Behavior Management > Event Details > State Code Behavior > Admin > Event Type > State Event Code Mapping Behavior Management > Event Details > Most Severe
Filler 8 - 13	N/A	N/A	N/A	N/A
Event Identifier	Campus generated Incident ID.			Behavior Management > Incident ID
Infraction Comment	Reports blank for all records.	N/A	N/A	N/A
Filler 16 - 18	N/A	N/A	N/A	N/A

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
Weapon Type	Indicates whether the offender had a weapon. If the offender had a weapon, **Y** reports. Otherwise, **N** reports.	Alphanumeric, 1 character Y or N	BehaviorWeapon. weaponType	Behavior Management > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > Classification = Weapon Behavior Management > Incident Management Editor > Events and Participants > Event and Participant Details > Participant(s) Details > Weapon Type

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
Victim 1 Type	Indicates the type of victim based on their relationship to the school.– – If multiple victims are present on the reporting event, the value reports from the first victim entered. If there is at least one victim present on the reporting event of record and the victim has a relationship to the assigned school, the state code reports based on the following table. Otherwise, this column reports blank. _see table below_	Numeric, 2 digits	BehaviorRole.relationshipToSchool BehaviorRole.role	Behavior Management > Participant(s) Details > Role; Relationship to School
Filler 21 - 25	N/A	N/A	N/A	N/A
Criminal Charge Code	If the Police Reported checkbox is marked, **Y** reports. Otherwise, **N** reports.	Alphanumeric, 1 character Y or N	Behavior.lawEnforcement	Behavior Management > Event Details > Police Reported
Filler 27	N/A	N/A	N/A	N/A
Infraction Cost	The cost of the damages caused by the behavior incident.	Numeric, 8 digits	BehaviorIncident.damages	Behavior Management > Incident Detail Information > Damages

Victim 1 Type relationship table:

Relationship to School	Reports as	State Definition
1 = Current Student	10	Student
2 = Former Student	10	Student
3 = Enrolled in another School	10	Student
4 = Student Expelled	10	Student

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
Drug Related Indicator	Indicates whether the incident is drug related. • Y reports if the participant has a drug type other than blank or 01 selected. • Otherwise reports as N	Alphanumeric, 1 character Y or N	BehaviorEvent. drugsrelated	Behavior Management > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > Classification = Drug Behavior Management > Incident Management Editor > Events and Participants > Event and Participant Details > Participant(s) Details > Drug Type
Alcohol Related Indicator	Indicates whether the incident is alcohol related. • Y reports if the participant has a drug type of 01 selected. • Otherwise reports as N	Alphanumeric, 1 character Y or N	BehaviorEvent. alcoholrelated	Behavior Management > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > Classification = Drug Behavior Management > Incident Management Editor > Events and Participants > Event and Participant Details > Participant(s) Details > Drug Type

Element	Logic	Type, Format, & Length	Campus Database	Campus Location
Gang Related Indicator	Indicates whether the incident is gang related. If the Gang Related checkbox is marked, **Y** reports. Otherwise, **N** reports.	Alphanumeric, 1 character Y or N	BehaviorEvent. gangrelated	Behavior Management > Event Details > Gang Related
Hate Crime Indicator	Indicates whether the incident is a hate crime. If the Hate Crime checkbox is marked, **Y** reports. Otherwise, **N** reports.	Alphanumeric, 1 character Y or N	BehaviorEvent. hateCrime	Behavior Management > Event Details > Hate Crime
Serious Bodily Injury Indicator	Indicates whether the incident resulted in serious bodily injury. If the Serious Bodily Injury checkbox is marked, **Y** reports. Otherwise, **N** reports.	Alphanumeric, 1 character Y or N	BehaviorRole.injury	Behavior Management > Event Details > Serious Bodily Injury

Student Infraction Response Template

Element	Logic		Campus Database	Campus Location
District Code	A three character district code.	Numeric, 3 digits	District.number	District Information > District Number
Location Code	The State School Number based on the active enrollment/s on the incident date. Reports 998 If a NM Exceptionality Plan is active on the infraction date for this offender where Location Code = 998. Otherwise, the State School Number reports.	Numeric, 3 digits	School.number Enrollment. homeSchooled Enrollment. specialEdStatus Enrollment. specialEdSetting	School Information > State School Number Enrollment > Home Schooled Enrollment > Special Ed Fields > Special Ed Status Enrollment > Special Ed Fields > Setting
School Year Date	The end year value based on the Year selected in the Campus Toolbar. Report as YYYY-06-30 all records, where YYYY is the year value based on Calendar > End Date.	Date field, 10 characters YYYY-MM-DD	Calendar.endDate	N/A
Student ID	The state-assigned identifier for the student.	Numeric, 9 digits	Person.stateID	Demographics > State ID

Element	Logic		Campus Database	Campus Location
Response Date	The start date of the behavior resolution	Date field, 10 characters YYYY-MM-DD	BehaviorResolution. timestamp	Behavior Management > Resolution Details > Resolution Start Date
Filler 6	N/A	N/A	N/A	N/A
Response Code	The state code for the resolution. • If there is ONLY 1 resolution mapped to a state resolution code on the student's reporting Event of Record, that resolution's mapped state code value reports. • If there is more than one resolution mapped to a state resolution code on the student's reporting Event of Record, this field reports the most serious mapped State Resolution Code on the reporting incident for the reporting offender of record based on the value set on the data dictionary. • A value of 1.0 is MOST serious.	Numeric	Behavior. stateResCode	Behavior Management > Resolution Details > State Code
Administrator ID	If the Response Code field (#7) reports a state resolution code of 10, 11, or 12, then this field reports the SSN of the staff selected in the *Behavior Admin Staff Name* dropdown list on the Resolution Editor from the resolution of record.	Numeric	N/A	Demographics > Person Information > Soc Sec Number Behavior Management > Incident Manager Editor > Events and Participation > Resolution > Resolution Details > Behavior Admin Staff Name
Filler 9 - 10	N/A	N/A	N/A	N/A

Element	Logic		Campus Database	Campus Location
Event Identifier	The Campus-generated Incident ID for the reporting infraction response.	Numeric	BehaviorIncident. incidentID	Behavior Management > Incident Management Editor > Incident Detail Information > Incident ID
Response Comment	The first 255 characters entered in the **Detail** field on the Behavior Resolution ONLY when the resolution maps to a State Resolution Code of 8, 10, 11, or 12.	Alphanumeric	N/A	Behavior Management > Resolution Details > Detail
Response Duration	The value entered in the Duration in School Days on the reporting resolution. If the Duration in School Days field is null, the duration is calculated based on Start and End Dates. - If the Resolution Start Date or Resolution End Date is null, report as null. - If Both Resolution Start Date and Resolution End Date are NOT null, the system counts the number of School Days on/between the Resolution Start Date and Resolution End Date.	Numeric, 5 digits xxx.xx	BehaviorResolution. durationUnits BehaviorResolution. endTimeStamp Day.schoolDay	Behavior Management > Resolution Details > Duration in School Days; Resolution Start Date; Resolution Start Time; Resolution End Date; Resolution End Time Calendar > Calendar > Days > Day Detail > School Day
Filler 14 - 33	N/A	N/A	N/A	N/A