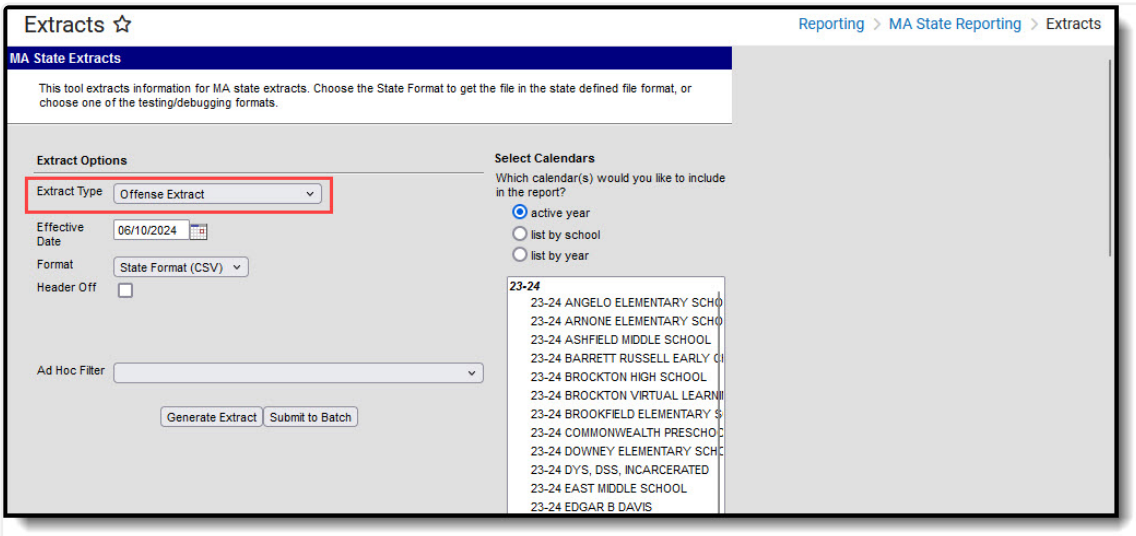
Offense Extract (Massachusetts)

Last Modified on 06/10/2026 2:29 pm CDT

Tool Search: Extracts

The Offense Extract collects records of Offenses that included Offender participants.



Offense Extract Editor

Report Logic

A record reports for each Offense that meets the following conditions:

- The Date of Incident is on or after the first instructional day of the selected calendar.
- The Date of Incident is on or before the extract Effective Date.
- The participant has a Primary enrollment record on the 'Date of Incident'
- The participant is not enrolled in a grade level with Exclude marked.
- There is a participant involved in the Offense with a Role of O: Offender AND
  - A Behavior Event mapped to a State Code
    OR
  - A Behavior Resolution with a state-mapped resolution
- Only report incidents within Behavior Management (Do not generate objects for any Behavior Referral).
- One record will populate for each Incident ID.
  - Data is only reported for the Primary enrollment record.
  - If more than one participant is assigned a Role of O: Offender, only 1 record will report per Incident ID.

Days are calculated between the Resolution Start Date and the End Date. When End Date is null, calculates the difference between Resolution Date and Enrollment End Date or the Resolution Start Date and the Return Date, whichever field has an earlier date. When Return Date is null, calculates the difference between the Resolution Start Date and the Enrollment End Date. When Enrollment End Date is null, calculates the difference between the Resolution Start Date and the extract Effective Date.

Generating the Extract

1. Select *Offense Extract* as the **Extract Type**.
2. Enter an **Effective Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date. This field will auto-populate to the current date.
3. Select the **Format** in which the report should generate. Select *State Format (CSV)* for submission to the

state or *HTML* format for data review and verification.

4. Mark the **Header Off** checkbox if the header row should not be included in the extract.
5. Select an **Ad hoc Filter** to limit report results.
6. Click **Generate Extract** to view the report in the selected format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting an Offense report request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This 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.

	A	B	C	D	E	F	G	H	I
1	INC ID	INC DATE	SCH NAME	SCH CODE	INC IND	DISC IND	OT1	OT2	OT3
2	247799	9/9/2011	HIGH SCHOOL	123456	N	Y	500	500	500
3	247802	9/9/2011	HIGH SCHOOL	234567	Y	Y	2	500	500
4	247803	9/8/2011	HIGH SCHOOL	345678	Y	Y	14d	500	500
5	247804	9/8/2011	HIGH SCHOOL	456789	Y	Y	14d	500	500
6	247808	9/9/2011	ELEMENTARY SCH	567891	Y	Y	2	500	500
7	248030	9/12/2011	ELEMENTARY SCH	678912	N	Y	500	500	500
8	248267	9/14/2011	ELEMENTARY SCH	789123	N	Y	500	500	500
9	248301	9/13/2011	ACADEMY	891234	Y	Y	2	500	500
10	248582	9/14/2011	ACADEMY	912345	N	Y	500	500	500

State Format (CSV)

Incident Report Records:2975

INC ID	INC DATE	SCH NAME	SCH CODE	INC IND	DISC IND	OT1	OT2	OT3	OT4	OT5	VS	VSCHP
247799	09/09/2011	HIGH SCHOOL	50040505	N	Y	500	500	500	500	500		
247802	09/09/2011	HIGH SCHOOL	50040505	Y	Y	2	500	500	500	500		
247803	09/08/2011	HIGH SCHOOL	50040422	Y	Y	14d	500	500	500	500		
247804	09/08/2011	HIGH SCHOOL	50040422	Y	Y	14d	500	500	500	500		
247808	09/09/2011	ELEMENTARY SCHOOL	50040002	Y	Y	2	500	500	500	500		

HTML Format

Extract Layout

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF ID	The Incident Number.	Numeric, 6 digits	BehaviorEvent.incidentID	Behavior Management > Incident > Incident ID

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF DATE	The date the Offense occurred.	Date field, 10 character MM/DD/YYYY	BehaviorEvent.timestamp	Behavior Management > Incident > Date of Incident
SCH NAME	The name of the school reporting the Offense.	Alphanumeric, 40 characters	School.name	School Information > Name
SCH CODE	Reports the 8-digit Incident Calendar ID Number. This is the calendar the Incident was created in. • The first 4 characters is the District Number (left fill with zeros) • Characters 5-8 are the first 4 characters of the School Number (left fill with zeros). The SCH Code and SCH Name fields are aligned. The SCH Code must always report the calendar ID for the SCH Name.	Numeric, 8 digits	School.number	School Information > Number
OFF IND	Reports as **Y.**	Alphanumeric, Y	BehaviorEvent.code1 - .code5	Behavior Management > Incident > Event > Event ID
DISC IND	Reports as **Y** if a Resolution of 1-6 is assigned to a participant in the Offense. Otherwise reports as **N**.	Alphanumeric, Y or N	BehaviorResolution. code	Behavior Management > Incident > Resolution
OT1	Reports the State Event Mapped Code for the 1st Behavior Event. From across all Behavior Events associated with this Incident, logic reports the Standard Code for the State Event Mapped Code of the first valid Event Type Code. This Code should report from the lowest Event ID that has a valid Standard state code. Valid codes are any	Alphanumeric, 3 characters	BehaviorEvent.code1	Behavior Management > Incident > Event > State Code

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
	Behavior Event that has a value of "1" OR any code with a resolution mapped to state event codes 1-6 • Valid codes = 1010, 1020, 1030, 1040, 1050, 1097, 1100, 1300, 1400, 1610, 1620, 1630, 1640, 1650, MA02, 1660, MA01, MA03, 1670, 1680, 1697, 1700, 1810, 1820, 1897, 1900, 2000, 2110, 2120, 2300, 2600, 2710, 2720, 2730, 2740, 2797, 2800, 2900, 3010, 3020, 3097, 3110, 3120, 3197, 3210, 3220, 3230, 3240, 3297, 3310, 3320, 3330, 3340, 3350, 3397, 3400, 3510, 3520, 3597, MA05, MA19, 0011, 0012, 0013, 0021, 0023, 0029, 0030, 0040, 0050, MA51, 0090 • If the student has a Behavior Event associated with an Event Type with State Event Mapping Code = 3700, report the 4-digit Standard Code selected for Weapon Type. For Standard code 9000 (old code 18): • When a Behavior Resolution mapped to 1 through 5 is NOT connected to the Behavior Event mapped to standard code 9000, this Behavior Event must not be considered to report. • When OT1 = 9000, OT2 - OT5 reports 500. Code 9000 may only be reported in OT1. OT1 cannot report the same value as OT2-OT5.			

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OT2	Reports the State Event Mapped Code for the 2nd Behavior Event. From across all Behavior Events associated with this Incident, logic reports the Standard Code for the State Event Mapped Code of the second valid Event Type Code. This Code should report from the 2nd lowest Event ID that has valid Standard state code. Valid codes are any Behavior Event that has a value of "1" OR any code with a resolution mapped to state event codes 1-6 • Valid codes = 1010, 1020, 1030, 1040, 1050, 1097, 1100, 1300, 1400, 1610, 1620, 1630, 1640, 1650, MA02, 1660, MA01, MA03, 1670, 1680, 1697, 1700, 1810, 1820, 1897, 1900, 2000, 2110, 2120, 2300, 2600, 2710, 2720, 2730, 2740, 2797, 2800, 2900, 3010, 3020, 3097, 3110, 3120, 3197, 3210, 3220, 3230, 3240, 3297, 3310, 3320, 3330, 3340, 3350, 3397, 3400, 3510, 3520, 3597, MA05, MA19, 0011, 0012, 0013, 0021, 0023, 0029, 0030, 0040, 0050, MA51, 0090 • If the student has a Behavior Event associated with an Event Type with State Event Mapping Code = 3700, report the 4-digit Standard Code selected for Weapon Type. • If Standard Code = 9000 for OT2, report 500. • When there is no second valid Standard state code, report 500. • OT2 cannot report the same value as any other OT field unless they	Alphanumeric, 3 characters	BehaviorEvent.code2	Behavior Management > Incident > Event > State Code

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
	report as 500.			

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OT3	Reports the State Event Mapped Code for the 3rd Behavior Event. From across all Behavior Events associated with this Incident, logic reports the Standard Code for the State Event Mapped Code of the third valid Event Type Code. This Code should report from the 3rd lowest Event ID that has a valid Standard state code. Valid codes are any Behavior Event that has a value of "1" OR any code with a resolution mapped to state event codes 1-6 • Valid codes = 1010, 1020, 1030, 1040, 1050, 1097, 1100, 1300, 1400, 1610, 1620, 1630, 1640, 1650, MA02, 1660, MA01, MA03, 1670, 1680, 1697, 1700, 1810, 1820, 1897, 1900, 2000, 2110, 2120, 2300, 2600, 2710, 2720, 2730, 2740, 2797, 2800, 2900, 3010, 3020, 3097, 3110, 3120, 3197, 3210, 3220, 3230, 3240, 3297, 3310, 3320, 3330, 3340, 3350, 3397, 3400, 3510, 3520, 3597, MA05, MA19, 0011, 0012, 0013, 0021, 0023, 0029, 0030, 0040, 0050, MA51, 0090 • If the student has a Behavior Event associated with an Event Type with State Event Mapping Code = 3700, report the 4-digit Standard Code selected for Weapon Type. • If Standard Code = 9000 for OT3, report 500. • When there is no third valid Standard state code, report 500. • OT3 cannot report the same value as any other OT field unless they	Alphanumeric, 3 characters	BehaviorEvent.code3	Behavior Management > Incident > Event > State Code

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
	report as 500.			

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OT4	Reports the State Event Mapped Code for the 4th Behavior Event. From across all Behavior Events associated with this Incident, logic reports the Standard Code for the State Event Mapped Code of the fourth valid Event Type Code. This Code should report from the 4th lowest Event ID that has a valid Standard state code. Valid codes are any Behavior Event that has a value of "1" OR any code with a resolution mapped to state event codes 1-6 • Valid codes = 1010, 1020, 1030, 1040, 1050, 1097, 1100, 1300, 1400, 1610, 1620, 1630, 1640, 1650, MA02, 1660, MA01, MA03, 1670, 1680, 1697, 1700, 1810, 1820, 1897, 1900, 2000, 2110, 2120, 2300, 2600, 2710, 2720, 2730, 2740, 2797, 2800, 2900, 3010, 3020, 3097, 3110, 3120, 3197, 3210, 3220, 3230, 3240, 3297, 3310, 3320, 3330, 3340, 3350, 3397, 3400, 3510, 3520, 3597, MA05, MA19, 0011, 0012, 0013, 0021, 0023, 0029, 0030, 0040, 0050, MA51, 0090 • If the student has a Behavior Event associated with an Event Type with State Event Mapping Code = 3700, report the 4-digit Standard Code selected for Weapon Type. • If Standard Code = 9000 for OT4, report 500. • When there is no fourth valid Standard state code, report 500. • OT4 cannot report the same value as any other OT field unless they	Alphanumeric, 3 characters	BehaviorEvent.code4	Behavior Management > Incident > Event > State Code

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
	report as 500.			

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OT5	Reports the State Event Mapped Code for the 5th Behavior Event. From across all Behavior Events associated with this Incident, logic reports the Standard Code for the State Event Mapped Code of the fifth valid Event Type Code. This Code should report from the 5th lowest Event ID that has a valid Standard state code. Valid codes are any Behavior Event that has a value of "1" OR any code with a resolution mapped to state event codes 1-6 • Valid codes = 1010, 1020, 1030, 1040, 1050, 1097, 1100, 1300, 1400, 1610, 1620, 1630, 1640, 1650, MA02, 1660, MA01, MA03, 1670, 1680, 1697, 1700, 1810, 1820, 1897, 1900, 2000, 2110, 2120, 2300, 2600, 2710, 2720, 2730, 2740, 2797, 2800, 2900, 3010, 3020, 3097, 3110, 3120, 3197, 3210, 3220, 3230, 3240, 3297, 3310, 3320, 3330, 3340, 3350, 3397, 3400, 3510, 3520, 3597, MA05, MA19, 0011, 0012, 0013, 0021, 0023, 0029, 0030, 0040, 0050, MA51, 0090 • If the student has a Behavior Event associated with an Event Type with State Event Mapping Code = 3700, report the 4-digit Standard Code selected for Weapon Type. • If Standard Code = 9000 for OT5, report 500. • When there is no fifth valid Standard state code, report 500. • OT5 cannot report the same value as any other OT field unless they	Alphanumeric, 3 characters	BehaviorEvent.code5	Behavior Management > Incident > Event > State Code

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
	report as 500.			
VS	Reports the number of victims who were students. • From across all Behavior Events associated with the Incident ID, report the number of UNIQUE (by personID) Participants with a Relationship To School selection with dictionary Value of student, and a Role = Victim. • When there are no students that meet the counting criteria, this field must report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. studentVictims	**Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail Event Type Mapping **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
VSCHP	Reports the number of victims who were school personnel. • Report the highest number entered in (Student Info > General > Behavior > Behavior Management > Incident Management Editor > Detail Info > Number of School Personnel Victims) from across all Events. • When Number of School Personnel Victims = Null across all viewed Events, report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. schVictims	Behavior > Behavior Management > Incident Management Editor > Detail Information > Number of School Personnel Victims **Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
VNSCHP	Reports the number of victims who were non-school personnel. • Report the highest number entered in (Student Information > General > Behavior > Behavior Management > Incident Management Editor > Detail Information > Number of Non-Sch Personnel Victims) from across all Events. • When Number of Non-School Personnel Victims = Null across all viewed Events, report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. nonschVictims	Behavior Management > Incident > Event > Number of Non-Sch Personnel Victims **Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
VU	Reports the number of victims who were unknown. • Report the highest number entered in (Student Information > General > Behavior > Behavior Management > Incident Management Editor >Detail Information > Number of Unknown Victims) from across all Events. • When Number of Unknown Victims = Null across all viewed Events, report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. unknownVictims	Behavior Management > Incident > Event > Number of Unknown Victims **Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFFES	Reports the number of offenders who were students. • From across all Behavior Events associated with the Incident ID, report the number of UNIQUE (by personID) Participants with a Relationship To School selection with dictionary Value of student, and a Role = Offender WHEN the student has a Behavior Resolution associated to them for this event that has a State Resolution Code (Mapping) = 1 - 6. • When there are no students that meet the counting criteria, this field must report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. studentOffenders	Behavior Management > Incident > Event > Number of Student Offenders **Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFFENS	Reports the number of offenders who were non-students. • Report the highest number entered in (Student Information > General > Behavior > Behavior Management > Incident Management Editor > Detail Info > Number of Non-Student Offenders) from across all Events. • When Number of Non-Student Offenders = Null across all viewed Events, report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. nonstudentOffenders	Behavior Management > Incident > Event > Number of Non-Student Offenders **Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFFEU	Reports the number of offenders who were unknown. • Report the highest number entered in (Student Information > General > Behavior > Behavior Management > Incident Management Editor > Detail Info > Number of Unknown Offenders) from across all Events. • When Number of Unknown Offenders = Null across all viewed Events, report 0 (instead of Null).	Numeric, 3 digits	BehaviorEvent. unknownOffenders	Behavior Management > Incident > Event > Number of Unknown Offenders **Participant Path:** Behavior > Behavior Management > Events and Participants > Participant(s) Detail **Event Type Mapping Path:** Behavior > Event Types > Behavior Event Type Editor > Behavior Event Type Detail > State Event Code (Mapping)

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF DESC	Reports any additional comments about the Offense (OT1). • When OT1 = 1097, 1650, 1660, 1697, 1897, 2197, 2797, 3097, 3197, 3297, 3397, 3597, 3600, 9000, MA05, MA19, 3700, logic reports the value entered in Behavior > Behavior Management > Event > Comments ◦ Any characters not 0-9 or A-Z are replaced by a space. ◦ If a weapon with a Standard Code = 0013 or 0040 is reported for the incident, the weapon description is reported. ▪ If the weapon description is null, the Event > Comments is reported. • If no value is entered in the Comments field, the field reports as null.	Alphanumeric	BehaviorEvent. comments	Behavior Management > Incident > Event > Comments

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
PHYS INJ	Indicates if the Offense resulted in physical injury. • When OT1, OT2, OT3, OT4, or OT5 = 1300, 1700, 1810, 1820, 2000, 2300, 2600, 2800, 3010, 3020 AND Physical Injury = Checked on any Behavior Event associated with the Incident that has a valid 4-digit Standard Code for the State Event Mapping code, a value of Y is reported. • When OT1, OT2, OT3, OT4, or OT5 = 1300, 1700, 1810, 1820, 2000, 2300, 2600, 2800, 3010, 3020, AND AND Physical Injury = NOT Checked on any Behavior Event associated with the Incident that has a valid 4-digit Standard Code for the State Event Mapping code, a value of N is reported. • When OT1, OT2, OT3, OT4, or OT5 has a valid Standard Code for the State Event Mapping but none of OT1, OT2, OT3, OT4, or OT5 = 1300, 1700, 1810, 1820, 2000, 2300, 2600, 2800, 3010, 3020, a value of X is reported. • If none of the criteria above is met, a value of X is reported.	Alphanumeric, 1 character	BehaviorEvent. injury	Behavior Management > Incident > Event > Physical Injury

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF DESC2	Reports additional comments for OT2. • When OT2 = 1097, 1650, 1660, 1697, 1897, 2197, 2797, 3097, 3197, 3297, 3397, 3597, 3600, 9000, MA05, MA19, 3700, logic reports the value entered in the Behavior > Behavior Management > Event > Comments field. ▪ Any characters not 0-9 or A-Z are replaced by a space. ▪ If a weapon with a Standard Code = 0013 or 0040 is reported for the incident, the weapon description is reported. ▪ If the weapon description is null, the Event > Comments is reported. ◦ If no value is entered in the Comments field, the field reports as null.	Alphanumeric	BehaviorEvent. comments	Behavior Management > Incident > Event > Comments

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF DESC3	Reports additional comments for OT3. When OT3 = 1097, 1650, 1660, 1697, 1897, 2197, 2797, 3097, 3197, 3297, 3397, 3597, 3600, 9000, MA05, MA19, 3700, logic reports the value entered in the Behavior > Behavior Management > Event > Comments field. ◦ Any characters not 0-9 or A-Z are replaced by a space. ◦ If a weapon with a Standard Code = 0013 or 0040 is reported for the incident, the weapon description is reported. ▪ If the weapon description is null, the Event > Comments is reported. • If no value is entered in the Comments field, the field reports as null.	Alphanumeric	BehaviorEvent. comments	Behavior Management > Incident > Event > Comments

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF DESC4	Reports additional comments for OT4. When OT4 = 1097, 1650, 1660, 1697, 1897, 2197, 2797, 3097, 3197, 3297, 3397, 3597, 3600, 9000, MA05, MA19, 3700, logic reports the value entered in the Behavior > Behavior Management > Event > Comments field. ◦ Any characters not 0-9 or A-Z are replaced by a space. ◦ If a weapon with a Standard Code = 0013 or 0040 is reported for the incident, the weapon description is reported. ▪ If the weapon description is null, the Event > Comments is reported. • If no value is entered in the Comments field, the field reports as null.	Alphanumeric	BehaviorEvent. comments	Behavior Management > Incident > Event > Comments

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
OFF DESC5	Reports additional comments for OT5. When OT5 = 1097, 1650, 1660, 1697, 1897, 2197, 2797, 3097, 3197, 3297, 3397, 3597, 3600, 9000, MA05, MA19, 3700, logic reports the value entered in the Behavior > Behavior Management > Event > Comments field. ◦ Any characters not 0-9 or A-Z are replaced by a space. ◦ If a weapon with a Standard Code = 0013 or 0040 is reported for the incident, the weapon description is reported. ▪ If the weapon description is null, the Event > Comments is reported. • If no value is entered in the Comments field, the field reports as null.	Alphanumeric	BehaviorEvent. comments	Behavior Management > Incident > Event > Comments
INC DESC	Reports a general description of the incident. • Logic reports the text entered in the Behavior Management > Incident Management Editor > Incident Detail Information > Details field. ◦ Any characters not 0-9 or A-Z are replaced by a space.	Alphanumeric	BehaviorDetail. details	Behavior Management > Incident Detail Information > Details

Element Name	Description	Type, Format and Length	Campus Database	Campus Location
RETALIATION	Report whether offense is retaliation related or not. • If any offense on the incident has Retaliation-Related checked, report Yes. • Else report No.	Alphanumeric, 3		Behavior Management > Incident > Event Details > Retaliation - Related