

# Behavior Management (Hawaii) [.2223 - .2239]

Last Modified on 06/05/2023 8:52 am CDT

You are viewing a previous version of this article. See [Behavior Management \(Hawaii\)](#) for the most current information.

[Behavior Management](#) | [Behavior Management Participant Fields](#) | [Behavior Notifications](#) | [Student Behavior Tab](#)

## Behavior Management

**Classic View:** [Behavior](#) > [Behavior Management](#)

**Search Terms:** Behavior Management

Behavior Management fields specific to the state of Hawaii are described below. When entering Behavior Management data, be sure to select the appropriate school calendar. For all other inquiries, please visit the [Behavior Management](#) article.

### 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.

Status

In-Progress

Submitted Date:

\*Alignment

Discipline

\*Date of Incident

10/09/2019

Title

\*Time of Incident

09:07 AM

Damages

\$

Context Description

Context

Location

Location Description

Details

Actions Taken Prior to Referral

Events and Participants

This section will store event and participant information. Event Details will be shared across participants. Participant Details will only be displayed on that person's behavior tab.

Add Event/Participant

Add Resolution

Add Behavior Response

*Behavior Incident Detail Editor*

## Actions Taken Prior to Referral

In this field, users are able to provide documentation of all administered interventions or classroom management strategies prior to sending referrals to administration.

# Behavior Management Participant Fields

Behavior Management Participant fields that are specific to the state of Hawaii are described below. For all other inquiries, please visit the [Behavior Management Tool](#) article.

Event and Participant Details

Event Details

\*Event Type:

Demerits: 0

- Modified by: Unknown

Participant(s) Details

☒ Student A (Gender: F Grade: 09 Age: 14 #: 000000000) (Uncheck to exclude participant.)
 ☐ Display on Portal
 Hide Details

Role:

Demerits:

\*Relationship to School

Offender

0

1: Current Student

Injury

Injury Description

Medical Service Provided:

1: No Injury

Details:

\*Police Contacted

Protected Class

-NONE-  
 Age  
 Ancestry  
 Color  
 Disability  
 Gender Expression  
 Gender Identity  
 National Origin  
 Physical Appearance and Characteristics  
 Race  
 Religion  
 Sex  
 Sexual Orientation  
 Socio-economic Status  
 (CTRL+Click or SHIFT+Click to select multiple)

Add Participant

Filter:

Student Name or Complete Student Number:

Students

Search

Save

Close

Behavior Management Event and Participant Detail Editor

## Event Type

The identifying code and name of the event. Event Types are created in [Hawaii Behavior Admin Setup](#) and are mapped to State Event Codes. While a Behavior Incident can be created to record any type of behavior,

Hawaii requires additional information for any incident tied to the following types of behavior: [Drug-Related Incidents](#) and [Weapon-Related Incidents](#).

► [Click here to expand...](#)

#### Database Location:

BehaviorEvent.typeID

#### Ad Hoc Inquiries:

Behavior > Behavior Event > code

Behavior > Behavior Event > stateEventCode

## Police Contacted and Police Contacted Date

The Police Contacted and Police Contacted Date fields allow users to indicate if law enforcement was contacted. If law enforcement is contacted, users may also enter the date on which they were contacted.

► [Click here to expand...](#)

Police Contacted Options			
Description	Database Location	Ad Hoc Inquiries	Definition
Police Contacted	BehaviorRole.lawReferralCode	BehaviorRole.lawReferralDate	Indicates if law enforcement was contacted
Police Contacted Date	Behavior > Behavior Role > lawReferralCode	Behavior > Behavior Role > lawReferralDate	Indicates the date on which law enforcement was contacted

## Protected Class

A Protected Class is a group of people qualified for special protection by a law, policy, or similar authority. The DOE strictly prohibits any form of discrimination, including harassment, based on a person's membership in a protected class.

For the purposes of Hawaii's Chapter 19 includes race, color, religion, sex, sexual orientation, gender identity gender expression, age, national origin, ancestry, disability, physical appearance and characteristics, and socio-economic status.

Protected Class only displays for Events setup with Allow Protected Class enabled. See [Hawaii Behavior Admin Setup](#) article for more information.

► [Click here to expand...](#)

#### Database Location:

BehaviorRoleClass.value

**Ad Hoc Inquiries:**

Behavior > Behavior Role > protectedClass

**Notes:**

Use the multi-select Protected Class field to select the protected class, or classes, targeted in the incident. Users may select as many classes as apply to the incident.

## Drug-Related Incidents

In addition to the data required for all Behavior Incidents, drug-related incidents require further data described below.

Event and Participant Details

Event Details

\*Event Type:

D: Drug-Related Incident

Demerits: 0

- Modified by: Unknown

Participant(s) Details

☒ Student A (Gender: F Grade: 09 Age: 13 #: 000000000) (Uncheck to exclude participant.)

☐ Display on Portal

Hide Details

Role:

Offender

Demerits

0

\*Relationship to School

1: Current Student

Injury

1: No Injury

Injury Description

Medical Service Provided:

☐

Details:

\*Police Contacted

Protected Class

-NONE-  
Age  
Ancestry  
Color  
Disability  
Gender Expression  
Gender Identity  
National Origin  
Physical Appearance and Characteristics  
Race  
Religion  
Sex  
Sexual Orientation  
Socio-economic Status

(CTRL+Click or SHIFT+Click to select multiple)

CRAFT Screening Conducted Date

CRAFT Screening Results

\*Drug Type

Drug Description

Add

Add Participant

Filter:

Students

Student Name or Complete Student Number:

Search

Save

Close

Drug-Related Incident Event and Participant Detail Editor

## CRAFT Screening Conducted Date and CRAFT Screening Results

The CRAFT is a seven-item instrument that is a research-validated tool recommended by the national alcohol and drug organization due to its sensitivity and specificity of identifying adolescents who need

intensive substance abuse treatment. CRAFT is an acronym derived from the words in this questionnaire:

- Have you ever ridden in a Car driven by someone\* (including yourself) who was “high” or who had been using alcohol or drugs? \*Other than parent/guardian
- Do you ever use alcohol or drugs to Relax, feel better about yourself, or fit in?
- Do you ever use alcohol or drugs while you are Alone by yourself?
- Do your family or Friends ever tell you that you should cut down on your drinking or drug use?
- Have you ever gotten into Trouble while you were using alcohol or drugs?

Only complex and/or school personnel who have been formally trained are allowed to administer the Adolescent Screening Interview Tool.

The CRAFT Screen Result, or score, is based on a student's answers to the questions above. Each “yes” response scores 1 point. Users are able to enter this score in the Screening Result drop-list.

► [Click here to expand...](#)

CRAFT Options			
Description	Database Location	Ad Hoc Inquiries	Definition
CRAFT Screening Conducted Date	BehaviorRole.craftScreeningConductedDate	Behavior > Behavior Role > craftScreeningConductedDate	Indicates the date on which the screening occurred.
CRAFT Screening Results	BehaviorRole.craftScreeningResults	Behavior > Behavior Role > craftScreeningResults	Indicates the CRAFT interview score.

## Drug Type

Use the drop-list to select the drug(s) involved in the incident.

► [Click here to expand...](#)

### Database Location:

BehaviorDrug.drugType

### Ad Hoc Inquiries:

Behavior > BehaviorDrug > drugType

### Notes:

For incidents involving more than one type of drug, press the **Add** button to include multiple drug types.

## Weapon-Related Incidents

In addition to the data required for all Behavior Incidents, weapon-related incidents require further data described below.

**Event Details**

**\*Event Type:**

03: Weapon-Related Incident

Demerits: 0

- Modified by: Unknown

**Participant(s) Details**

☒ Student A (Gender: F Grade: 05 Age: 11 #: 2211504024) (Uncheck to exclude participant.)
 ☐ Display on Portal
 Hide Details

Role: Demerits \*Relationship to School

Offender 0 1: Current Student

Injury Injury Description Medical Service Provided:

1: No Injury

Details:

\*Police Contacted

Protected Class

-NONE-  
 Age  
 Ancestry  
 Color  
 Disability  
 Gender Expression  
 Gender Identity  
 National Origin  
 Physical Appearance and Characteristics  
 Race  
 Religion  
 Sex  
 Sexual Orientation  
 Socio-economic Status

(CTRL+Click or SHIFT+Click to select multiple)

\*Weapon Type

Weapon Description

Add

**Add Participant**

Filter: Students Student Name or Complete Student Number: Search

Save Close

Weapon-Related Incident Event and Participant Detail Editor

## Weapon Type

Use the drop-list to select the weapon(s) involved in the incident.

► [Click here to expand...](#)

**Database Location:**

BehaviorWeapon.weaponType

### Ad Hoc Inquiries:

Behavior > BehaviorWeapon > weaponType

### Notes:

For incidents involving more than one type of weapon, press the **Add** button to include multiple weapon types.

## Behavior Resolution Fields

Behavior Management Resolution fields that are specific to the state of Hawaii are described below. For all other inquiries, please see how to [Add a Behavior Resolution](#).

Resolution Details

\*Resolution Type:

Resolution ID: 47

\*Resolution Assign Date:

Resolution Start Date:

Resolution Start Time:

Resolution End Date:

Resolution End Time:

05/29/2019

05/29/2019

09:55 AM

05/31/2019

Duration in School Days:

Days Remaining:

3.00

0

Behavior Admin Staff Name

Details:

- Modified by: Administrator, System 05/29/2019 09:58

Behavior Resolution Detail Editor

## Behavior Resolution Types

The identifying code and name of the resolution. Resolution Types are created in [Hawaii Behavior Admin Setup](#) and are mapped to State Resolution Codes. While a Behavior Resolution can be created to record any type of resolution, Hawaii requires additional information for any incident tied to the following types of resolution: [Alternative Educational Activities \(AEA\)](#), [Arrest](#), and [Suspension](#).

If the student is excluded from attending school, the principal or designee shall ensure that alternate educational activities or other appropriate student support assistance shall be provided, and that the student is referred for appropriate intervention or treatment services, or both, as determined by the principal or designee in consultation with the appropriate school staff or in accordance with the Hawaii administrative rules for students with disabilities, if applicable.



Add Resolution

Resolution Details

\*Resolution Type:

\*Resolution Assign Date:

10/28/2019

Resolution Start Date:

10/28/2019

Resolution Start Time:

01:10 PM

Resolution End Date:

Resolution End Time:

Duration in School Days:

Behavior Admin Staff Name

Details:

\*Apply To:

Drug-Related Incident

☐ A Student

Save

Close

Resolution Details Editor

## Resolution End Date and Duration in School Days

The Resolution End Date and Duration in School days indicate the date on which the assigned resolution ends while Duration in School Days indicates the number of school days for which the resolution was assigned.

Once the Resolution End Date field is populated, the Duration in School Days field automatically populates and vice versa.

If the number of instructional days remaining in the school year is fewer than the Duration in School Days number, the Resolution End Date will be the last day of school.

## Interventions

Interventions are used to support the individual needs of students. Use the field to assign all Interventions necessary for the student.

Interventions only display for Resolutions setup with Interventions enabled. See [Hawaii Behavior Admin Setup](#) article for more information.

► [Click here to expand...](#)

### Database Location:

BehaviorResolutionCampusAttribute.value

### **Ad Hoc Inquiries:**

Student > Behavior > BehaviorResolution > interventionServices

### **Notes:**

1. CAS approval is required if out-of-school disciplinary days exceeds 10 days in a calendar year for SPED students who have a locked, active (Resolution Start Date occurs within the Start and End Dates of the IEP) IEP.
2. For non-SPED students, CAS approval is required if out-of-school disciplinary days exceeds 10 days for either half of the calendar year.
3. For each student tied to the incident, the number of Suspended Days appears beside their name. This total is divided into the number of days in the first half of the year and the second half of the year.
  - For a non-SPED student, if the total number of days for either half of the year exceeds 10 days, this total displays in red.
  - For a SPED student, If the total number of days within the calendar year exceeds 10 days, this total displays in red.

## **Alternative Educational Activities (AEA)**

Alternate Educational Activities (AEA) are provided in order for a student to complete his or her education in an environment outside the classroom.

Add Resolution

Resolution Details

\*Resolution Type:

AEA: Alternative Educational Activities

State Code: AEA: Alternate Educational Activities

Category: Minor

\*Resolution Assign Date:

Resolution Start Date:

Resolution Start Time:

Resolution End Date:

Resolution End Time:

10/24/2019

10/28/2019

10:38 AM

11/01/2019

Duration in School Days:

5

Behavior Admin Staff Name

Details:

Alternate Educational Activities

✖ Reading Assignments

✖ Written Assignments

✖ Outreach Program

✖ Instruction Packet

CAS Resolution Decision

CAS Decision Determined By

Y: Approved

Admin

CAS Decision Date:

10/23/2019

\*Apply To:

Drug-Related Incident

Student A

Save

Close

AEA Resolution Details Editor

## Alternative Educational Activities

Alternate educational activities and other assistance when students are found to be in violation of this chapter. (a) The complex area superintendent shall ensure that alternate educational activities or active participation of the public or private agencies are provided as appropriate for all students who are crisis removed for a period exceeding ten school days or suspended for a period exceeding ten school days.

For Section 504 eligible students, beginning on the 11th day of suspension (consecutive or cumulative), the school must make arrangements to provide alternate educational activities

The complex area superintendent shall ensure that alternate educational activities or active participation of the public or private agencies are provided as appropriate for all students who are crisis removed for a period exceeding ten school days or suspended for a period exceeding ten school days.

(b) For all students who are suspended for one to ten school days, the principal or designee may consider providing alternate educational activities based on student's need.

The Alternate Education Activities multi-select on the Resolution Detail screen is required when behavior resolution selected is associated with Resolution State Code = AEADS: Dismissal with Alternate Educational Activities.

► [Click here to expand...](#)

#### Database Location:

BehaviorResolutionCampusAttribute.value

#### Ad Hoc Inquiries:

Student > Behavior > BehaviorResolution > altEducationalActivities

#### CAS Fields

Behavior Resolutions of Alternate Educational Activities (AEA) must be reviewed, and approved, by the Complex Area Superintendent (CAS).

► [Click here to expand...](#)

Field	Definition	Database Location	Ad Hoc Inquiries
CAS Resolution Decision	The CAS Resolution Decision drop-list indicates if the resolution is: Y: Approved, R: Reduced, or N: Not Approved.	CustomBehaviorResolution.value	Student > Behavior > Custom BehaviorResolution >
CAS Determined By	Use this field to enter the name of the CAS who made the resolution determination	CustomBehaviorResolution.value	Student > Behavior > Custom BehaviorResolution >
CAS Decision Date	This field indicates the date on which the decision was made.	CustomBehaviorResolution.value	Student > Behavior > Custom BehaviorResolution >

#### Arrest

Behavior Resolutions that result in arrest of the student(s) require information pertaining to the police record.

Add Resolution ✕

Resolution Details

**\*Resolution Type:**  
A: Arrest

State Code: A: Arrest      Category: Minor

**\*Resolution Assign Date:** 10/24/2019      **Resolution Start Date:** 10/28/2019      **Resolution Start Time:** 10:38 AM      **Resolution End Date:** 11/01/2019      **Resolution End Time:**

**Duration in School Days:** 5

**Behavior Admin Staff Name:**

**Details:**

**Police Officer Name**  
Officer X

**Police Report Number**  
1111111111

**Parent/Guardian Contacted**  
☒

**Parent/Guardian Name**  
Mr and Mrs A

**\*Apply To:**  
Drug-Related Incident  
☒ Student A

*Arrest Resolution Details Editor*

### Police Officer Name and Police Report Number

These fields are used to record the name of the arresting officer and the number of the police report created in relation to the incident.

► [Click here to expand...](#)

Field	Definition	Database Location	Ad Hoc Inquiries
Police Officer Name	Enter the name of the arresting police officer	BehaviorResolution.lawContactName	Student > Behavior > Custom BehaviorResolution >
Police Report Number	Use this field to enter the police report number created in relation to the incident	CustomBehaviorResolution.value	Student > Behavior > Custom BehaviorResolution >

### Parent/Guardian Contacted and Parent/Guardian Name

These fields are used to record contact data for the student's Parent/Guardian.

► [Click here to expand...](#)

Field	Definition	Database Location	Ad Hoc Inquiries
Parent/Guardian Contacted	Mark this checkbox to indicate a parent/guardian was contacted in regards to the arrest	CustomBehaviorResolution.value	Student > Behavior > Custom BehaviorResolution >
Parent/Guardian Name	Use this field to enter the name of the parent/guardian contacted	CustomBehaviorResolution.value	Student > Behavior > Custom BehaviorResolution >

## Suspension

Behavior Resolutions involving student suspension require users to record suspension timelines and interventions assigned to the student.

Add Resolution

Resolution Details

\*Resolution Type:

S: Suspension

\*Resolution Assign Date:

10/24/2019

\*Resolution Start Date:

10/28/2019

Resolution Start Time:

10:38 AM

\*Resolution End Date:

11/13/2019

Resolution End Time:

\*Duration in School Days:

12

Days Remaining:

Behavior Admin Staff Name

Details:

Intervention

✖ Behavior Contract with Student

✖ Change in Schedule

✖ Conference: Parent/Teacher

✖ Counseling

Other Interventions

\*Apply To:

Drug-Related Incident

☒ Student A
 Suspended Days in first half of year: 12.00
 Suspended Days in second half of year: 0.00

Save

Close

Suspension Resolution Details Editor

## Behavior Notifications

If a student is suspended from school for more than ten days, it is required that CAS review and approve the extended suspension.

# Student Behavior Tab

The Student Behavior tab provides a history of the student's behavior events, both positive and negative. This collection of student information can be used to review an individual's participation in behavior incidents, such as in a conference with parents. Information about other participants is not included in this tab. Behavior records do not lock and can be edited at any time.

Incidents appear in date order grouped by the calendar of enrollment. Any outstanding detention time and all suspension days assigned to the student based on the Duration in School Days field on the Resolution editor are totaled at the top of the tab.

When the [Behavior Preference](#) to lock completed discipline incidents is set to Yes, a lock icon displays next to those records in the Behavior list.

Student Behavior tab fields that are specific to the state of Hawaii are described below. For all other inquiries, please visit the [Behavior \(Student\)](#) article.

Student, A

Grade: 09 #00000000 DOB: 06/14/2004 Gender: M Counselor: Counselor, Student

Summary

Profile

Enrollments

Schedule

Attendance

Flags

Grades

Transcript

Credit Summary

Assessment

Behavior

Transportation

Fees

Lockers

Graduation

Athletics

AdHoc Letters

Waiver

Records Transfer

Report Comments

Print Current Calendar

Print All Years

Behavior Management

Detention

Outstanding Detention Time: 0

Total Suspension Days for selected Year: 6.00

Total Suspension Days for First Half of Year: 0.00

Total Suspension Days for Second Half of Year: 6.00

Total Suspension Days for selected Calendar: 6.0

Behavior

18-19 High School (1 Incident(s), 1 Event(s))

05/06/2019 Student, A - In-Progress

Fighting - Offender

Suspended

Student Behavior Tab

## Total Suspension Days

Users may view the Total Suspension Days for students broken down to the number of day in the calendar year, first half of the year, and second half of the year. These fields are auto-calculated/populated.