

School Discipline and Attendance - Discipline by Action (Colorado) [.2231 - .2415]

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As of the Campus.2419 Release Pack, the Discipline by Action Report, part of the School Discipline and Attendance Report has been replaced with the [Discipline Interchange Action File](#).

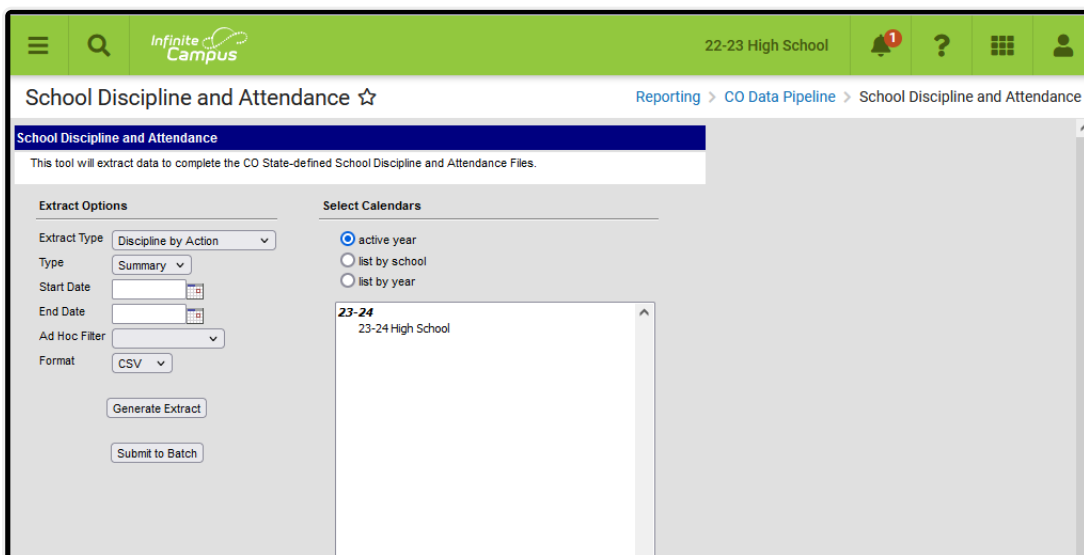
[Report Logic](#) | [Report Editor](#) | [Generate the Report](#) | [Report Layout](#)

Tool Search: School Discipline and Attendance

The Discipline by Action file reports the count of students and the students disciplined based on the type of behavior incident. The report can be generated in either the Summary Type or the Detail Type.

- The **Summary Type** reports the total number of incidents or allegations (not students) made for the specified behavior event.
- The **Detail Type** reports student information along with the behavior details.

The **Detail Type** is NOT in a state-compliant format.



The screenshot shows the 'School Discipline and Attendance' report editor in the Infinite Campus system. The interface includes a top navigation bar with the Infinite Campus logo, a search icon, and a user profile icon. The main header displays '22-23 High School' and a notification icon. The breadcrumb trail shows 'Reporting > CO Data Pipeline > School Discipline and Attendance'. The main content area is titled 'School Discipline and Attendance' and includes a sub-header 'School Discipline and Attendance' with a description: 'This tool will extract data to complete the CO State-defined School Discipline and Attendance Files.' The interface is divided into two main sections: 'Extract Options' and 'Select Calendars'. The 'Extract Options' section includes fields for 'Extract Type' (set to 'Discipline by Action'), 'Type' (set to 'Summary'), 'Start Date', 'End Date', 'Ad Hoc Filter', and 'Format' (set to 'CSV'). There are buttons for 'Generate Extract' and 'Submit to Batch'. The 'Select Calendars' section includes radio buttons for 'active year', 'list by school', and 'list by year'. A list of calendars is shown, with '23-24' and '23-24 High School' selected.

Discipline by Action Editor

Read - Access and generate School Discipline and Attendance - Discipline by Action.

Write - N/A

Add - N/A

Delete - N/A

For more information about Tool Rights and how they function, see the [Tool Rights](#) article.

Report Logic

This report includes students who were subject to:

- Unilateral removal by school personnel following a drug or weapon offense or serious bodily injury;
- Removal based on a hearing officer determination regarding likely injury;
- Suspension (both In-School and Out-of-School totaling less than 10 days and totaling more than 10 days); and
- Expulsion with and without educational services.

The **Summary Report Type** reports the total number of incidents or allegations (not students) made to be reported the specified behavior/allegation type.

- Enrollment Service Type is Primary (P), Partial (S) or Special Ed Services (N).
- Grade level of enrollment is 002, 004, 006, 007, 010, 020, 030, 040, 050, 060, 070, 080, 090, 100, 110, 120.
- Students who have behavior incidents that contain Behavior Events with state-mapped resolutions. All events must have a resolution with a mapped resolution in order to report EXCEPT Event Codes 18-22.
- Students who have an incident with a State Event of 12 AND a State Resolution Type of 07 are NOT reported.
- At least one day of the Behavior Incident and resolution must fall within the reporting period.
- The resolution must have occurred in the selected calendar. When a behavior event occurs on the last day of school for the 2021-22 school year, but the resolution was not assigned until the first day of the 2022-23 school year, the record reports when the 2022-23 calendar is selected.

Only one record reports for each incident. When more than one event with a resolution is tied to an incident, the resolution that has a value in the Most Severe Action field reports; when that field is not populated, the resolution with the highest eventID (most recently generated) reports.

All resolutions mapped to a state code of 06: Referred to Law Enforcement are counted, regardless of the Most Severe field being marked. This may cause more than one resolution to report for an incident.

The **Detail Report Type** uses the same logic, except that it reports **one line per student for every incident that reports on the Summary Report Type**. This means the counts on the Detail Report Type DO NOT match the counts on the Summary Report Type when an incident includes more than one student.

State Exclude logic is enforced. Students are not reported, even when they meet the above

requirements when:

- The Enrollment is marked as State Exclude or No Show
- The Grade level of enrollment is marked as State Exclude
- The selected Calendar is marked as State Exclude.

Report Editor

Data Element	Description
Extract Type	Selection indicates what file generates. For this report, select Discipline by Action .
Type	Indicates whether a Summary report generates or a Detail report generates. Note that the Detail Type is NOT in a state-compliant format.
Start Date	Indicates the start date by which to report behavior events. At least one day of the Behavior Incident must fall within or on the start and end date. Dates are entered in <i>mmddyy</i> format or use the calendar icon to select a date.
End Date	Indicates the end date by which to report behavior events. At least one day of the Behavior Incident must fall within or on the start and end date. Dates are entered in <i>mmddyy</i> format or use the calendar icon to select a date.
Ad hoc Filter	When chosen, only those students included in the selected ad hoc filter are reported in the extract, if they meet the requirements of the extract.
Format	Determines the layout of the report. Choose either CSV or HTML.
Calendar Selection	Select at least one calendar from which to report student discipline information.
Report Generation	Use the Generate Extract button to display the results of the extract immediately. When there is a larger data set being reported, use the Submit to Batch option to choose when the extract generates (after or before school hours, etc.). See the Batch Queue article for more information.

Generate the Report

1. Select the **Discipline by Action** Extract Type.
2. Select either the **Summary Report Type** or the **Detail Report Type**.
3. Enter a **Start Date** and **End Date**.
4. If desired, select an **Ad hoc Filter** to report only those students included in that filter.
5. Select the desired **Format**, either CSV or HTML, from the dropdown list.
6. Select at least one **Calendar** from which to report discipline records. Calendars can be chosen by active year, by school name or by year.
7. Click the **Generate Extract** button or the **Submit to Batch** button. The report displays in the selected format.

	A	B	C	D	E	F	G
1	District Code	School Code	Behaviors/Allegations	Weapon Description	Total Number of Incidents/Allegations	Classroom Removal Incidents	In-School Suspension Incidents
2	140	298	3	0	1	0	
3	140	298	18	0	1	0	
4							
5							
6							

Discipline by Action - Summary Type, CSV Format

Safety and Discipline Indicators - Discipline by Action Records:2							
District Code	School Code	Behaviors/Allegations	Weapon Description	Total Number of Incidents/Allegations	Classroom Removal Incidents	In-School Suspension Incidents	Out-of-School Suspension Incidents
0140	0298	18	0	1	0000	0000	0000
0140	0298	03	0	1	0000	0000	0001

Discipline by Action - Detail Type, HTML Format

Report Layout

Data Element	Description	Location
District Code	Reports the number assigned to a school district by the state department of education. <i>Numeric, 4 digits</i>	District Information > District Information > State District Number District.number

Data Element	Description	Location
School Code	<p>Reports the number assigned to the school building by the state department of education. This value reports from the student's enrollment that was active on the date of the incident. When the student has more than one enrollment that was active on the date of incident, the value reports from the Primary enrollment.</p> <p>When a student has a Special Education Attendance Code of 31: Administrative Unit OR 32: State-Operated Program, the four-digit code reports from the Serving District field.</p> <p>For all other students:</p> <ul style="list-style-type: none"> • The Service Agency/Facility code reports, when populated. • When the Service Agency/Facility Code field is not populated, the School of Accountability reports, if populated. • When the School of Accountability field is not populated, the School Number reports. • When all of these fields are not populated, a value of 0000 reports. <p><i>Numeric, 4 digits</i></p>	<p>Enrollments > State Reporting Fields > Serving District</p> <p>Enrollment.serviceDistrict</p> <hr/> <p>Enrollments > Special Education Fields > Service Agency/Facility Code</p> <p>Enrollment.serviceFacility</p> <hr/> <p>Student Information > General > Enrollments > State Reporting Fields > School of Accountability</p> <p>Enrollment.residentSchool</p> <hr/> <p>School Information > School Editor > State School Number</p> <p>School.number</p>

Data Element	Description	Location
Behaviors/Allegations	<p>Reports the state event code assigned to the Behavior Incident where the most serious event is set to 01-17.</p> <p><i>Numeric, 2 digits</i></p>	<p>Behavior Event Type Detail > State Event Code</p> <p>Behavior.stateEventCode</p> <hr/> <p>Behavior Management > Most Serious Event</p> <p>BehaviorIncident.mostSeriousEvent</p>
Weapon Description	<p>This field only reports when a Behavior event code within the range of 01-17 is selected.</p> <p>Reports the description of the weapon used in the incident.</p> <ul style="list-style-type: none"> • Reports 1 when weapon was used (GFSA Weapon field is 04). • Reports 0 for all other values. • Reports blank when the Most Serious Event does not equal 01-17. <p><i>Numeric, 1 digit</i></p>	<p>Behavior Management > Add Event/Participant > Event and Participant(s) Details</p> <p>Behavior.weapon</p> <hr/> <p>Behavior Management > Most Serious Event</p> <p>BehaviorIncident.mostSeriousEvent</p>
Total Number of Incidents/Allegations	<p>Reports the total count of incidents and allegations.</p> <p>Reports a value of 1 when the student has a behavior event with a State Resolution Code of 01-09 or 11 when the Behaviors/Allegations field reports a value of 01-17.</p> <p>Reports a value of zero (0) for all other values.</p> <p>The Detail Report always reports a value of zero (0).</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions</p> <p>Behavior Management > Most Serious Action</p> <p>Calculated value</p>

Data Element	Description	Location
Classroom Removal of Incidents	<p>Reports a value of 1 when the student has a reportable behavior event where the most serious action has a State Resolution Code of 01: Classroom Suspension/Teacher Removal.</p> <p>Otherwise, reports a value of zero (0).</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions > 01: Classroom Suspension/Teacher Removal</p> <p>Calculated value</p> <hr/> <p>Behavior Management > Most Serious Event</p> <p>BehaviorIncident.mostSeriousEvent</p>
In-School Suspension Incidents	<p>Reports a value of 2 when the student has a reportable behavior event where the most serious action has a State Resolution Code of 02: In School Suspension.</p> <p>Otherwise, reports a value of zero (0).</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions > 02: In School Suspension</p> <p>Calculated value</p> <hr/> <p>Behavior Management > Most Serious Action</p> <p>BehaviorIncident.mostSeriousAction</p>
Out-of-School Suspensions	<p>Reports a value of 3 when the student has a reportable behavior event where the most serious action has a State Resolution Code of 03: Out of School Suspension.</p> <p>Otherwise, reports a value of zero (0).</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions > 03: Out of School Suspension</p> <p>Calculated value</p> <hr/> <p>Behavior Management > Most Serious Action</p> <p>BehaviorIncident.mostSeriousAction</p>

Data Element	Description	Location
Expulsion Incidents	<p>Reports a value of 1 when the student has a reportable behavior event where the most serious action has a State Resolution Code of the following:</p> <ul style="list-style-type: none"> • 04: Out of School Suspension • 05: Expulsion and Referred to Alternate Program • 08: Expulsion and Referred to Alt by Hearing Officer • 11: Unilateral Removal by School Personnel). <p>Otherwise, reports a value of zero (0).</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions > 04: Expulsion, 05: Expulsion and Referred to Alternate Program, 08: Expulsion and Referred to Alt by Hearing Officer, 11: Unilateral Removal by School Personnel</p> <p>Calculated value</p> <hr/> <p>Behavior Management > Most Serious Action</p> <p>BehaviorIncident.mostSeriousAction</p>
Law Enforcement Referral Incidents	<p>Reports a value of 1 when the student has a reportable behavior event where the most serious action has a State Resolution Code of 06: Referred to Law Enforcement.</p> <p>When the State Event Code is 18-22, those events are not reported.</p> <p>Otherwise, reports a value of zero (0).</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions > 06: Referred to Law Enforcement</p> <p>Calculated value</p> <hr/> <p>Behavior Management > Most Serious Action</p> <p>BehaviorIncident.mostSeriousAction</p>

Data Element	Description	Location
Other Action Taken Incidents	<p>Reports a value of 1 when the student has a reportable behavior event where the most serious action has a State Resolution Code of the following:</p> <ul style="list-style-type: none"> • 07: Other Action Taken • 09: Removal Other, Death, Incarcerated, etc.) <p>Otherwise, reports a value of zero (0).</p> <p>The value reported here matches the value reported for the Other Actions field on the Discipline by Student Demographics report.</p> <p><i>Numeric, 4 digits</i></p>	<p>Behavior Management > Events and Participants > Resolutions > 07: Other Action Taken, 09: Removal Other, Death, Incarcerated, etc.</p> <p>Calculated value</p> <hr/> <p>Behavior Management > Most Serious Action</p> <p>BehaviorIncident.mostSeriousAction</p>
LASID	<p>Reports the student's number.</p> <p><i>Numeric, 10 digits</i></p>	<p>Demographics > Student Number</p> <p>Person.studentNumber</p>
Incident ID	<p>Reports the incident ID.</p> <p>This field only reports on the Detail Type Report.</p> <p><i>Numeric, 10 digits</i></p>	<p>Behavior Management > Incident ID</p> <p>BehaviorIncident.incidentID</p>
Most Serious	<p>When the Resolution being reported is marked as Most Serious, this field reports Yes.</p> <p>Otherwise, this field reports No.</p> <p>This field only reports on the Detail Type Report.</p> <p><i>Alphanumeric, Yes or No</i></p>	<p>Behavior Management > Most Serious Action</p> <p>BehaviorIncident.mostSeriousAction</p>

