

Behavior Management Tool Rights

Last Modified on 12/14/2025 8:45 pm CST

Individuals responsible for recording behavior incident data use the **Behavior Management** tool to enter new behavior events and enter information to existing incidents.

See the [Behavior Management Tool](#) article to learn how to use this tool. Note that the [Behavior Preferences](#) your district selects impact how Events, Referrals, and the overall processing of behavior records are handled in this tool.

Behavior Management ☆

Behavior Office > Behavior Management > Behavior Management

Save
 Delete
 New

Status Filter: Submitted/In-Progress ▾

Alignment Filter: Discipline/Award ▾

Incident Management Editor						
Title	Date/Time	Location	Context	Submitted By	Status	Locked
Cell Phone Violation	05/13/2025 1:27 PM	Classroom		Carler, Leslie	SB	
Lunch Room Fight	05/05/2025 11:20 AM	Other indoor area		Administrator, Demo	IP	
Lunch room fight	04/07/2025 1:09 PM	Other indoor area	During School Hours	Backes, Pearce	IP	
Controlled Substance Violation	04/07/2025 12:58 PM	Parking Lot		Administrator, Demo	IP	
Bullying younger students	03/10/2025 11:10 AM	Other indoor area	During School Hours	Administrator, Demo	IP	
Roughhousing - DETENTION	03/04/2025 6:49 AM	Hallway		Administrator, Demo	IP	
Vandalism	03/04/2025 5:57 AM	Classroom	During School Hours	Albinak, Gina	IP	
OSS	02/26/2025 6:51 AM	Online	Outside School Hours	Administrator, Demo	IP	
Cell Phone use in class	02/14/2025 8:40 AM	Classroom	During School Hours	Hirst, Neal	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: 607

Status: Submitted ▾

Submitted Date: 05/13/2025 01:29 PM

Submitted By: Carler, Leslie ▾

***Alignment**

Discipline ▾

Title

Cell Phone Violation

Damages

\$ 0.00

***Date of Incident**

05/13/2025

***Time of Incident**

01:27 PM

Context Description

Student using cell phone during class

***Location**

1: Classroom ▾

Location Description

Details

Student was using cell phone and texting a friend during class.

- Modified by: Administrator, System 05/13/2025 13:31

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.

Cellphone/Electronic Device (Event ID: 671)

Anita Osler - Offender

[Review Participants](#)

Add Event/Participant
Add Resolution
Add Behavior Response
Manage Files

Behavior Management

Available Tool Rights

Subrights in *italics*.

▼ Behavior Office	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
▼ Behavior Management	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Behavior Management	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Modify Attendance	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Unlock Incident	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

R	W	A	D
<ul style="list-style-type: none"> • Access and view existing incident records. • Access incidents through Message Center. 	<ul style="list-style-type: none"> • Modify existing records 	<ul style="list-style-type: none"> • Add new incident records. 	<ul style="list-style-type: none"> • Delete incident records. • Delete rights are required to delete incidents, events, resolutions, and responses.
Modify Attendance			
<ul style="list-style-type: none"> • Select and modify attendance codes for behavior resolutions. 	N/A	N/A	N/A
Unlock Incident			
<ul style="list-style-type: none"> • Modify completed behavior discipline incidents when the applicable Behavior Preference is set to Yes. 	N/A	N/A	N/A

Suggested User Groups

- [Behavior Administrators](#)
- [Principals](#)

- [Special Education Administrators](#)

See [User Groups and Suggested Roles](#) for more information.
