

(NC) IAE12 OSS Override

09/03/2026 6:45 am EDT



All incident information should be entered in compliance with the [Discipline Data Collecting and Reporting Manual](https://www.dpi.nc.gov/data-reports/discipline-alp-and-dropout-data) (<https://www.dpi.nc.gov/data-reports/discipline-alp-and-dropout-data>). Refer to the manual for guidance on proper coding of incident behaviors and resolutions.

Purpose

List actions where an OSS (003 OSS or 035 OSS Pending Hearing) was entered along with a Remainder of the school year (004), 365-day suspension (005), or Expulsion (006, 141).

This check identifies where there is a OSS (003 OSS or 035 OSS Pending Hearing) with a Remainder of the school year (004), 365-day suspension (005), or Expulsion (006, 141). In these cases, the incident will be reported as the greater of the actions: Expulsion, OSS 365, and then Remainder of the school year.

Severity

Warning

What to Review

Review all OSS, remainder-of-year, 365-day suspension, and expulsion actions for the participant.

Report Content

Column Name	Description
endYear	School year selected for the report.
PSU/School Information	Displays PSU Code, School Code, School Name associated with the reported data.
Incident Information	Displays Incident Number, Date, Time, Title associated with the reported data.

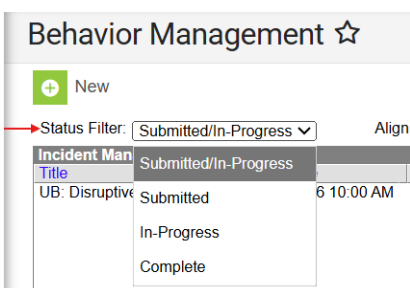
Column Name	Description
Participant Information	Displays UID, Name, Grade for the participant.
State Behavior Information	Displays state behavior Code and Description assigned to the incident behavior.
Reporting Information	Identifies the detail or summarized Level and the State Reporting Category associated with the reported data.
State Action Information	Displays state action Code and Description assigned to the incident behavior.
OSS_Override_flag	Y value indicates a Short Term Suspension (STS) or Long Term Suspension (LTS) action is reported with an Out of School Suspension Remainder of Year (004), OSS 365 Days (005) or Expulsion (006, 141) action.

Recommended Action

Confirm that the actions are intentional and understand that reporting uses the most severe applicable action.

Navigation: Menu > Behavior Office > Behavior Management > Behavior Management

- Ensure the correct Context is selected.
- Select the status needed in the **Status Filter** dropdown to display incidents based on the report reviewing.



- Use the **Column Titles** to sort the incidents for easier searching. Use the **Date/Time** and **Title** columns to determine which incident to review.
- Select on the incident and confirm the **Incident ID** matches the **Incident_Number** in the report.

Incident Management Editor						
Title	Date/Time	Location	Context	Submitted By	Status	Locked
Cell Phone	02/09/2026 11:10 AM	Classroom	During Regular School Activity	BOLICK, LEIGH	CM	

- Locate the **Events and Participants** section and select the **Resolution** for the participant.
- If the incident is locked use the **Unlock** button at the top of the detail screen to unlock the incident and edit the information as necessary. (Unlocking incidents is based on tool rights.)
 - This will move the incident from a Complete to In Progress status until the status is updated to Complete again.

Title	Date/Time	Location	Context	Submitted By	Status	Locked
Cell Phone	02/09/2026 11:10 AM	Classroom	During Regular School Activity	BOLICK, LEIGH	CM	

- Locate the **Events and Participants** section and select the **Resolution** for the participant.
- If the resolutions are correct, no further action is needed.
- If the resolutions are incorrect, select the **Resolution** and adjust the **Resolution Type** to the correct type or **Delete** the incorrect resolution.
- Click **Save** after making changes to the incident. Change the status to **Complete** once all incident information is finalized and no later than the end of the school year.

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: 60694 Status: Complete Submitted Date: 02/11/2026 10:13 AM
 Discipline: Title: Cell phone Submitted By: BOLICK, LEIGH

*Date of Incident: 02/11/2026 *Time of Incident: 10:08 AM Damages: \$ 0.00

Context: 01: During Regular School Activity Context Description: Location Description: Outside of room 350

*Location: 1: Classroom

Details: Student 1 used his cellphone during class

- Modified by: Green, Marissa 08/09/2026 09:02

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.

UB: Cell phone/personal device use (Event ID: 70475)
 John Eckel - Offender
 ISS (Resolution ID: 65426)

Buttons: Add Event/Participant, Add Resolution, Add Behavior Response

Review the participant's attendance (*Student Information > General > Attendance*) to ensure attendance and resolution information match.
