

(NC) IAE13 Report Law

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

This check identifies the acts of crimes specified in [NC General Statute 115C-288\(g\)](https://www.ncleg.gov/EnactedLegislation/Statutes/HTML/BySection/Chapter_115C/GS_115C-288.html) (https://www.ncleg.gov/EnactedLegislation/Statutes/HTML/BySection/Chapter_115C/GS_115C-288.html) that should be reported to the appropriate local law enforcement agency where the action code of "012: Report to law enforcement" or "092 School-related Arrest" was not found.

Severity

Warning

What to Review

Review whether the report-to-law-enforcement or school-related arrest action is present for the reportable crime.

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.
Participant Information	Displays UID, Name, Grade for the participant.

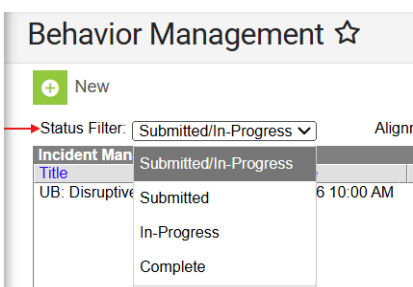
Column Name	Description
State Behavior Information	Displays state behavior Code and Description assigned to the incident behavior.
Report_Law_flag	Y value indicates Report to Law Enforcement (012) or School-Related Arrest (092) actions were not assigned to an associated reportable crime behavior.

Recommended Action

Add the appropriate action when required, or confirm that the incident was coded correctly. Refer to the [Discipline Data 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>) for more information.

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

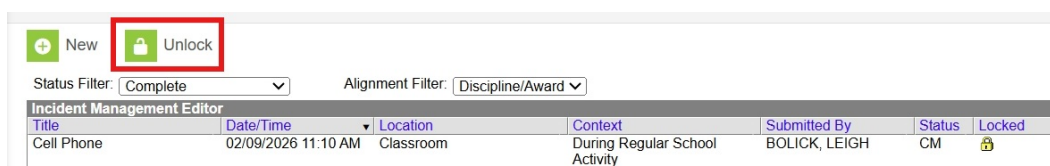
- Ensure the correct Context is selected.
- Select the status needed in the **Status Filter** dropdown to display incidents based on the report reviewing.



- 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	

- 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.



Correction Option: No Correction

- If it is determined all information is **correct**, no further action is needed.

Correction Option: Update Resolution

- Review the Incident Information and confirm details. Locate the **Events and Participation** section to review the **Events** and **Resolutions**.
- If the Event is **correct** and a Resolution of 012: Report to Law Enforcement or 092: School-related arrest, **are not** assigned, click **Add Resolution**.
- Select the appropriate **Resolution Type** ('012', '092').

- Add the **Resolution Assign Date**. Enter other information as appropriate.
- Apply the Resolution to the **participant**.
- Click **Save** to add the 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.

Save

Delete

New

Status Filter: Submitted/In-Progress
Alignment Filter: Discipline/Award

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
Submitted By: BOLICK, LEIGH

*Alignment: Discipline
Title:
Cell phone

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

Context: 01: During Regular School Activity
Context Description:

*Location: 1: Classroom
Location Description: Outside of room 350

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)

Add Event/Participant
Add Resolution
Add Behavior Response

Correction Option: Update Event

- Review the Incident Information and confirm details. Locate the **Events and Participation** section to review the **Events** and **Resolutions**.
- If the Event is **incorrect** and a Resolution of 012: Report to Law Enforcement or 092: School-related arrest, **are** assigned, click the **Event** to select the appropriate Event Type.
- If the current event is correct, click **Add Event/Participant** to add another Event as appropriate.
- 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.

Save

Delete

New

Status Filter: Submitted/In-Progress
Alignment Filter: Discipline/Award

Incident Detail Information

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Status
Complete

Submitted Date: 02/11/2026 10:13 AM
Submitted By: BOLICK, LEIGH

*Alignment
Discipline

*Date of Incident
02/11/2026

Context
01: During Regular School Activity

*Location
1: Classroom

Title
Cell phone

*Time of Incident
10:08 AM

Damages
\$ 0.00

Context Description

Location Description
Outside of room 350

Details
Student 1 used his cellphone during class

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

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