Slide 1

I-Star

PREPARING FOR CHILD COUNT SNAPSHOT

FEBRUARY 22, 2023

Presented by Harrisburg Project

Slide 2

TOPICS

- Child Count Data
- Child Count Snapshots and Due Dates
- Data Preparation
  - Delete Records
  - Add Records
  - End/Add
  - Edit Records
- Recheck Edits
- Warnings/Errors
- Common Error Corrections
- Reports
- Website and Resources
- Support

Slide 3

CHILD COUNT DATA

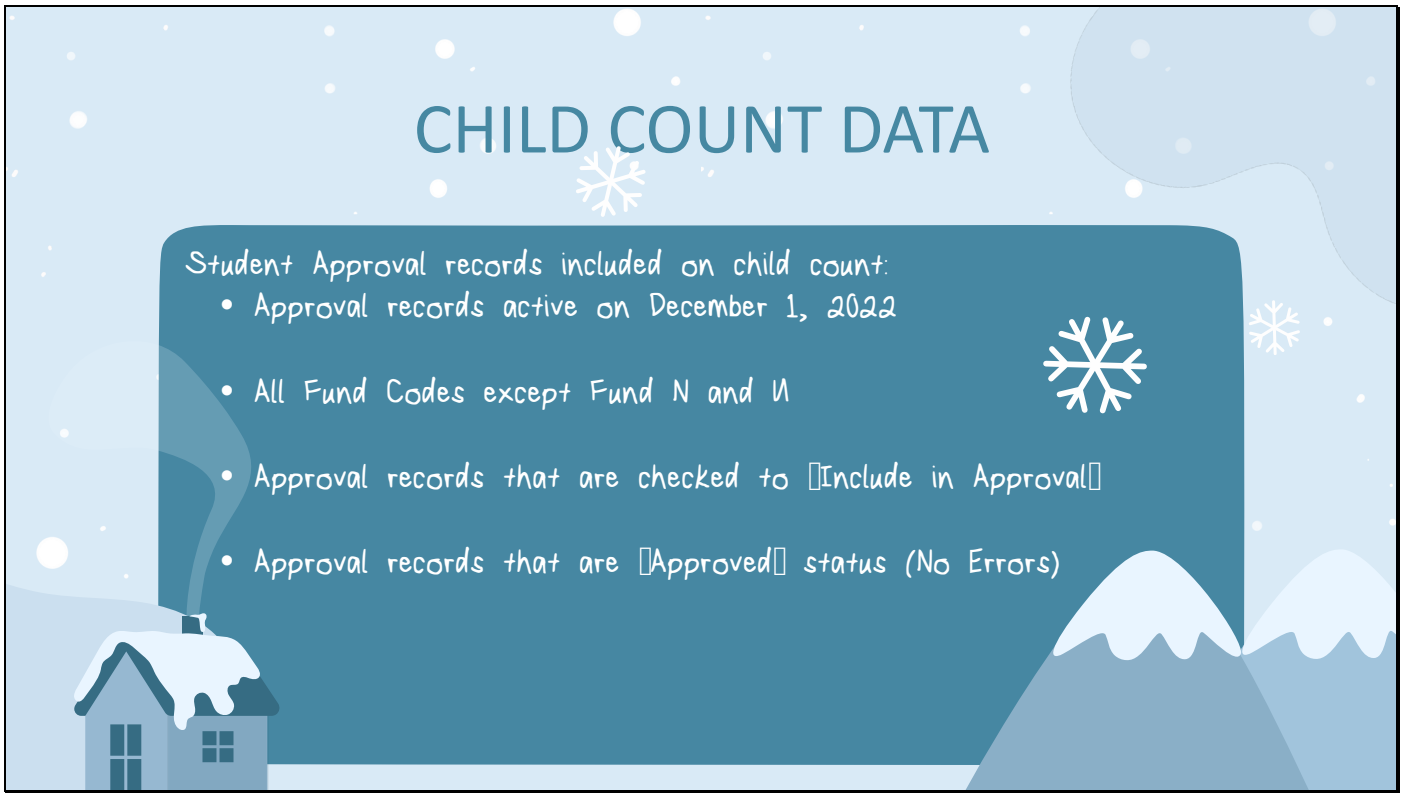
Current Year Child Count is used for:

- State Performance Plan Indicators 5, 6, 8, 9 and 10
- Special Education Tuition Cost Sheets

Previous Year Child Count is used for:

- Special Ed Profile
- IDEA Excess Cost Worksheet (MOE)
- Indicator 4B
- Nonpublic Proportionate Share
- ISBE Report Card

Slide 4


CHILD COUNT DATA
Student Approval records included on child count:
• Approval records active on December 1, 2022
• All Fund Codes except Fund N and U
• Approval records that are checked to Include in Approval
• Approval records that are Approved status (No Errors)

Slide 5

2022-23 CHILD COUNT SNAPSHOTS AND DUE DATES

2022–2023 CHILD COUNT SNAPSHOTS & DUE DATES

January
February

Verify I-Star Access & Attend an Online Training

January 13, 20, 27
February 3, 10, 17

Student Approval Data Snapshots

February 22, 2023

FINAL!!! Student Approval Data Snapshot

February 23 - March 9, 2023

Temporary Lockout while ISBE finalizes data

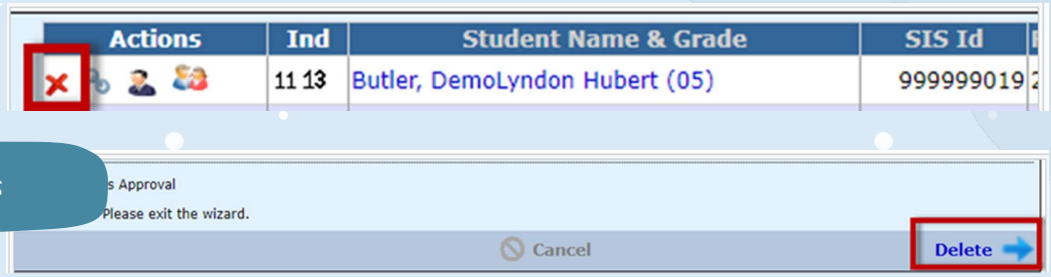
March 10 - 24, 2023

Superintendent Certification Period

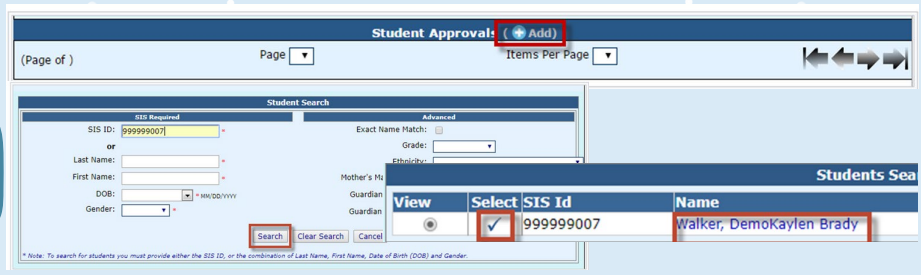
Slide 6

DATA PREPARATION

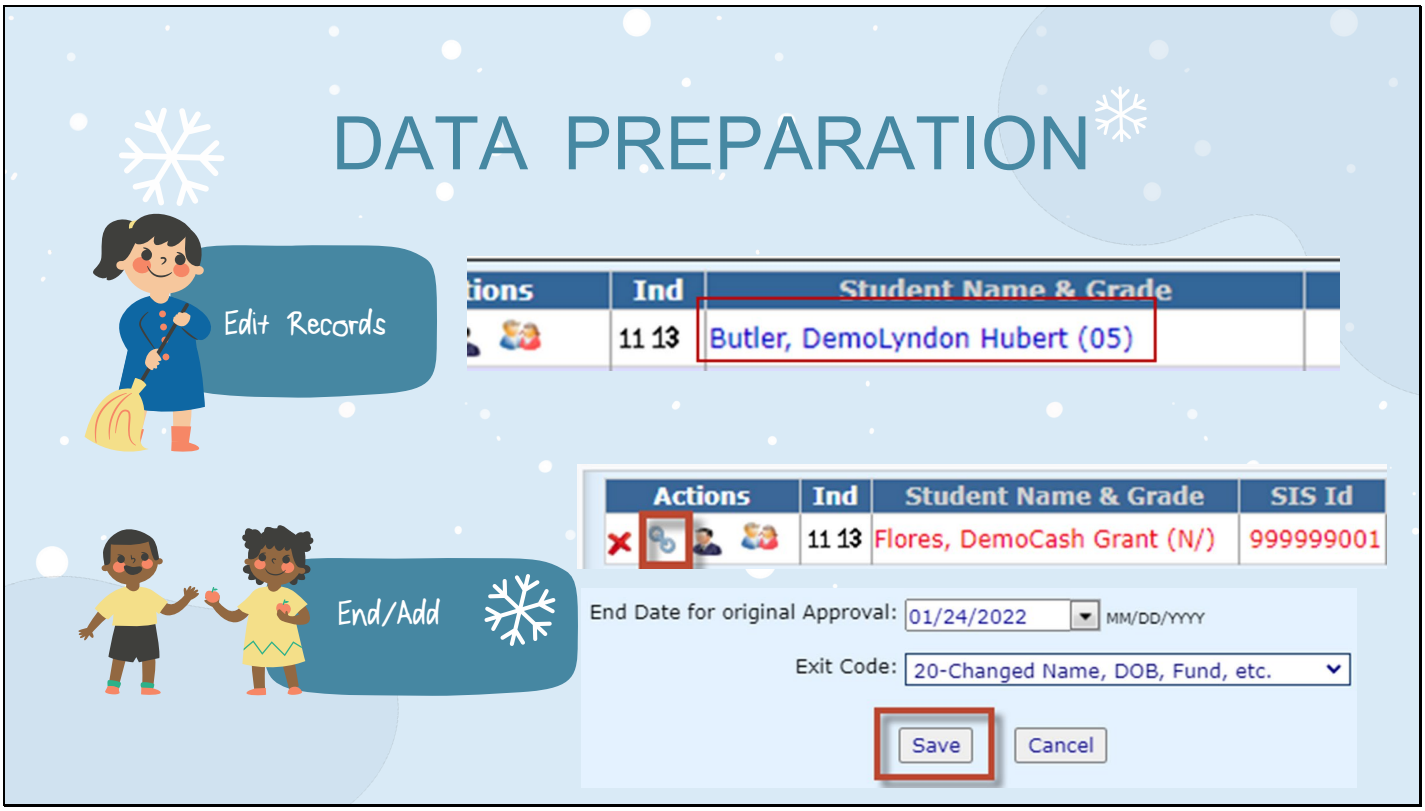
Delete Records



Add Records



Slide 7


DATA PREPARATION
Edit Records
ions
Ind
Student Name & Grade
11 13
Butler, DemoLyndon Hubert (05)
End/Add
Actions
Ind
Student Name & Grade
SIS Id
11 13
Flores, DemoCash Grant (N/)
999999001
End Date for original Approval:
01/24/2022
MM/DD/YYYY
Exit Code:
20-Changed Name, DOB, Fund, etc.
Save
Cancel

Slide 8

RECHECK EDITS

- Runs nightly!!

WARNINGS VS. ERRORS

Warnings = Approved

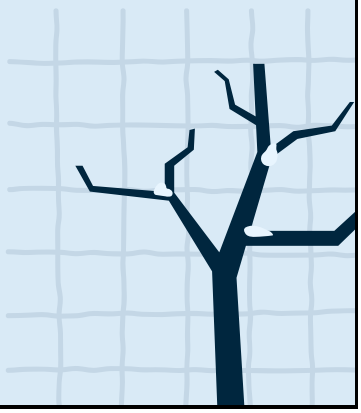
- Warning messages start with (W-

Edit Results
(W-121) the disability code N will become invalid when this student turns 10 years old on 02-25-2020

Errors = Disapproved

- Error messages start with (F-

Edit Results
(F-005) Private Facility is NOT an approved facility.
(F-016) Disability and/or Gender Code does NOT match Private Facility Approval.
(F-051) No matching Student Enrollment found in SIS for serving RCDT
(F-114) Indicator 11 Data Missing For This Student



Slide 9

COMMON ERROR CORRECTIONS

F-050 - No Student Enrollment Information found in SIS.

- An enrollment record needs to be added in SIS to reflect the placement and time-frame of the I-Star approval record.

F-145 - Student not found in SIS for Resident RCDT.

- The Resident District RCDT in SIS does not match the Resident RCDT in I-Star. SIS Admin at the Resident District needs to add a valid enrollment to match I-Star.

COMMON ERROR CORRECTIONS

F-146 - Student not found in SIS for Serving RCDT.

- An enrollment record needs to be added in SIS to reflect the placement and time-frame of the I-Star approval record, or an existing enrollment should be edited. The Serving District in I-Star needs to match the SIS Serving RCDT or Service Provider.

F-112 - Ed. Env. 23,24,25,26,27,30,31,32,33 valid for age 3-5.

- EE code should be edited to school age code for students age 5 AND in KG

Slide 11

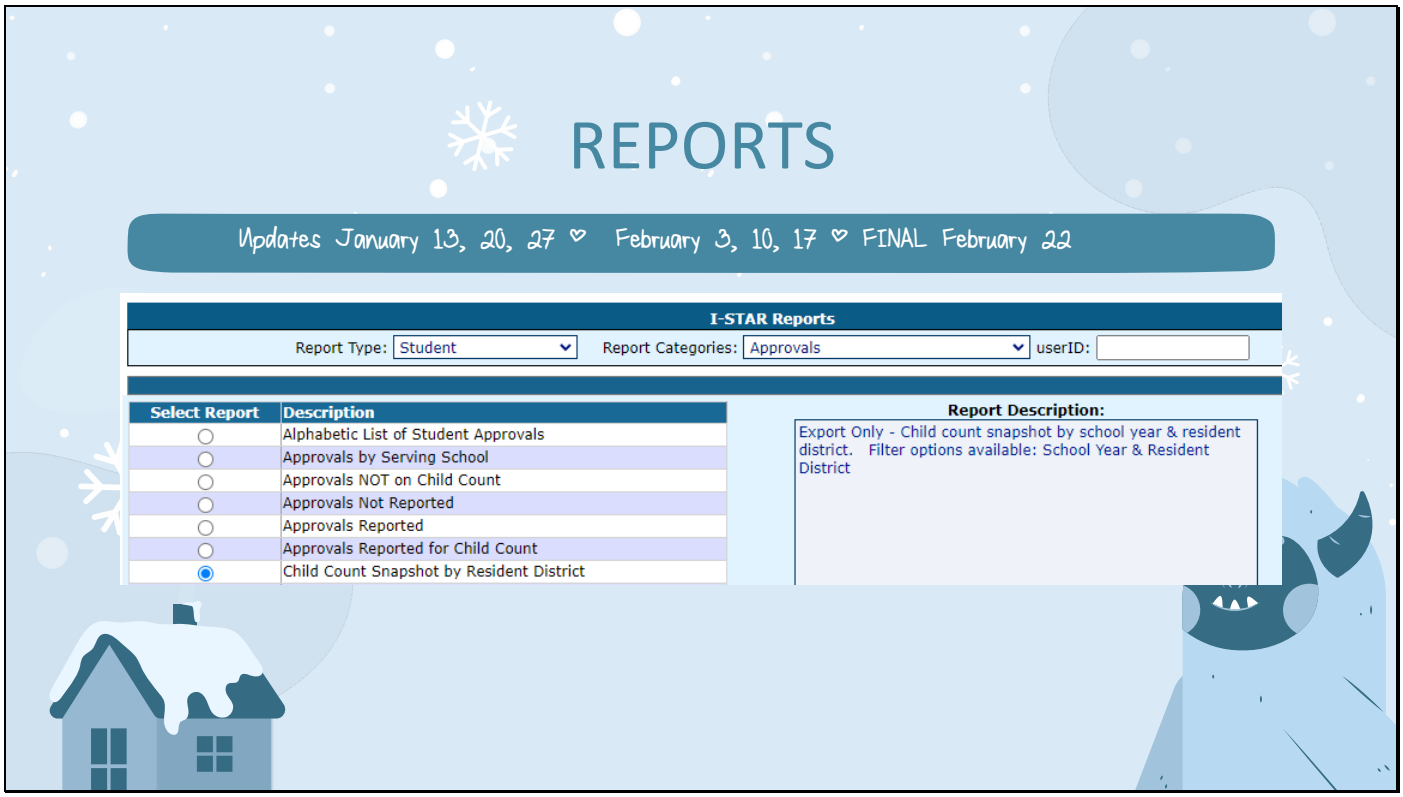
COMMON ERROR CORRECTIONS

F-117 - DISABILITIES Code 'N' valid for age 3-9

- Student has turned 10 years old and disability of N is no longer a valid disability. Perform an end/add. The end date should be the day before the student's 10th birthday. The new record must be edited before saved or the disability will not be editable.

https://www.youtube.com/watch?v=XEsNBR□v4FQ

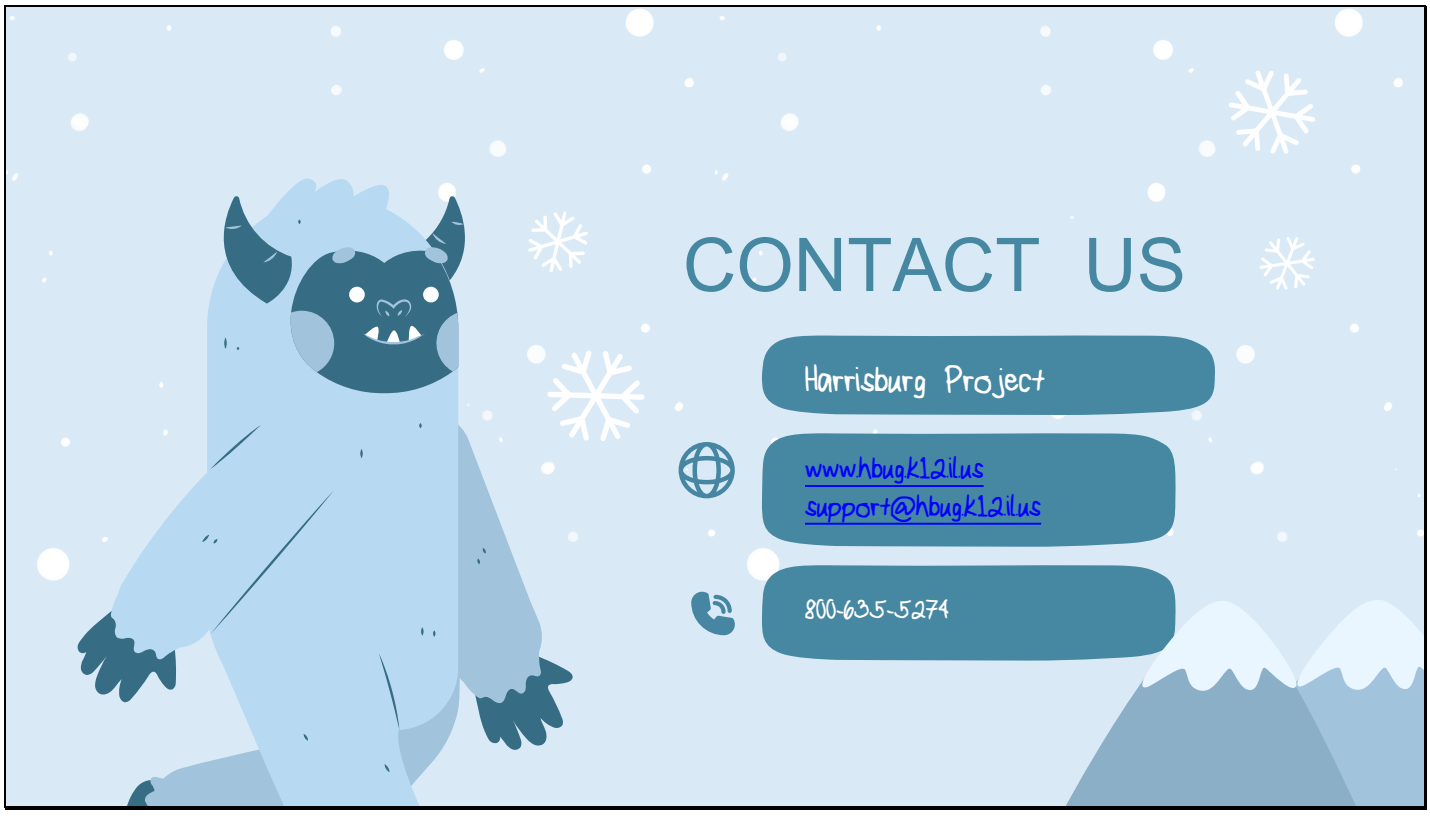
Slide 12


REPORTS
Updates January 13, 20, 27 ♡ February 3, 10, 17 ♡ FINAL February 22
I-STAR Reports
Report Type: Student
Report Categories: Approvals
userID:
Select Report
Description
Alphabetic List of Student Approvals
Approvals by Serving School
Approvals NOT on Child Count
Approvals Not Reported
Approvals Reported
Approvals Reported for Child Count
Child Count Snapshot by Resident District
Report Description:
Export Only - Child count snapshot by school year & resident district. Filter options available: School Year & Resident District

Slide 13

Harrisburg Project
Software Support for Special Education
(800) 635-5274 • www.hbug.k12.il.us • support@hbug.k12.il.us
Questions? support@hbug.k12.il.us - (800) 635-5274
I-Star
Home
User Guide
ISBE
IWAS
Resources
Events
iLEAF
Recent Updates to I-Star
Child Count Snapshots begin January 13th. View the Student Approvals Refresher training video to ensure you are prepared and error-free!
Hot Topics
Want Customized Training? Register Now!
NEW! Student Approvals Refresher
NEW! Website Navigation
NEW! Reports in I-Star
NEW! Indicator 11 & Fund Code U
NEW! Events In I-Star
NEW! Case Load In I-Star
NEW! LEA List Maintenance in I-Star
NEW! Harrisburg Project 2022-2023 I-Star Planning Calendar
Commonly Questioned I-Star Error Codes and Descriptions
Manuals & Guides
I-Star User Guide (updated 9/6/2022)
Harrisburg Project Newsbriefing Archive
Students with Disabilities Data Collection and Approval Instructions (November 2022)
Changes in Students with Disabilities Data Collection and Approval Instructions (November 2021 vs November 2022)
Special Education Personnel Data Collection and Approval Instructions (January 2022)
Changes in Special Education Personnel Data Collection and Approval Instructions (July 2021 vs January 2022)
Students with Disabilities Claim and Reimbursement Instructions (May 2022)
Changes in Students with Disabilities Claim and Reimbursement Instructions (June 2021 vs May 2022)
Special Ed Data Life Cycle
Fund Code N Flow Chart
Older Manuals
Upcoming Deadlines
NEW! 2022-2023 Planning Calendar for Special Education Directors
January 13, 2023
• Preliminary Child Count Snapshots Begin
Jan 20-Feb 17, 2023
• Dec 1 Child Count Snapshots
February 22, 2023
• Dec 1 Child Count Due
Feb 23-March 9, 2023
• Child Count Verification Lockout in I-Star
March 10-24, 2023
• Child Count Certification
Print 22-23 Due Date Calendar
HBUG on YouTube
01:28
LEA List Main in I-Star
9/30/2022
Adding Event Notes
17:31
Events in I-Star
9/29/2022
30:21
Case Load in I-Star
9/27/2022

Slide 14


CONTACT US
Harrisburg Project
wwwhbugk12ilus
support@hbugk12ilus
800-635-5274