

Permissions for March 4th Transmissions Are Now On

Permission are now on for the next required March 4th *FACTS Approval* and *Personnel Approval* Transmissions.

It is very important that the December 1, 2015 child count is accurate for your district. Make sure that all students receiving special education and related services on December 1, 2015 are reported with the March 4, 2016 *FACTS Approval* transmission.

You may transmit as many times as necessary until the end of business on Friday, March 4th.

Remember, if you are a member of a Super Site, your Super Site may have designated an earlier due date.

Child Count Validation Transmission - March 21st

Once the March 4th *FACTS Approval* transmission has been processed, ISBE will be sending a Student Error/Warning report to your district. In order for your district to have an accurate December 1 Child Count reported to OSEP, please be diligent in reviewing and correcting these errors.

ISBE is allowing an optional *FACTS Approval* transmission on March 21st. This will allow you to make changes and corrections based off of the updated error reports from the March 4th transmission. This is essential to ensure the updated data is reflected in the December 1 Child Count.

For the accuracy of your data, it is important that you participate in this optional transmission.

For any additional questions regarding the changes to the December 1 child count reporting, review the following ISBE Memo:

[Important Changes to Dec 1 Child Count Reporting](#)

Please remember that our client support staff is just an email away!
Email your questions to client support at
support@hbug.k12.il.us.

Dates to Remember

February 12, 2016 - Office Closed in Observance of Lincoln's Birthday

February 15, 2016 - Office Closed in Observance of President's Day

March 4, 2016 - Required *FACTS* & *Personnel Approval* Transmissions

March 7, 2016 - Office Closed in Observance of Pulaski Day

March 21, 2016 - Child Count Validation

March 26-28, 2016 - Office Closed in Observance of Easter



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I-Star Training

We have had several inquires over the past week regarding I-Star training. We will begin training for the new system in August. We will offer regional classroom trainings and online webinars. Watch the news briefing for training announcements.

In the meantime, visit the I-Star website at <http://www.hbug.k12.il.us/IStar/default.aspx> to view the Training & Support materials available. The User Guide outlines the use of the system with screen shots and a helpful narrative. This will help give clients an idea of how this new system will look and function.

Important Notice:

Please do not include any student or personnel information in e-mail and voicemail communications with Harrisburg Project. We also ask that clients refrain from sending any e-mail attachments containing sensitive information.