



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

JULY 29, 2019

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

2019-2020 School Year Now Available!

ISBE completed the rollover to the 2019-2020 school year this past week-end! Before you complete data entry in the new school year, you must complete the *Mass Change* portion of the rollover. The *Mass Change* is specific to your district and/or cooperative and should be completed after reviewing the following instructions:

[Mass Change Instructions](#)

Harrisburg Project is hosting live webinars beginning today at 9:00AM. Sign up on our website, www.hbug.k12.il.us, by clicking the Events tab!

[Mass Change in I-Star PPT](#)

[Mass Change in I-Star Notes](#)

If you have any questions before or while completing the mass changes in I-Star, be sure to contact us at 800-635-5274 or support@hbug.k12.il.us.

Default School Year 2019-2020

With the completion of the rollover, I-Star will now open to the 2019-2020 school year. *Student Approval* and *Personnel Approval* information for this school year can now be entered.

I-Star will collect *Exit Data* for all *Student Approval* records that are deleted in the 2019-2020 school year. The following box will open on the *Student Approval* record when you select the X to delete a record:

Before deleting this record you must enter exit information for last year's records below.

Edit Results					
No Errors Present					
Prior Year Exit data					
Resident District	Fund Code	Facility Code	Begin Date	End Date	Exit Code
12-051-0200-26 Lawrence County CUD 20	A		10/18/2018	Current: <input type="text"/> New: <input type="text"/>	Current: <input type="text"/> New: <input type="text"/>

I do not have prior year information available. This will be required by 09/28/2019

There is no longer a need to change the school year to enter an *End Date* and *Exit Code* for students that are deleted.

Personnel that are not returning for the 2019-2020 school year can now be deleted.

Dates to Remember

June 3 - August 2, 2019 - Summer Office Hours 7:30AM-4:30PM
Monday - Thursday; Closed Friday (except for Data Pickup Days)

July 31, 2019 - Student Claim Correction Period (Fund Codes D, E, F, X and J)

August 15, 2019 - Fund Code B (Private Facility) Student Approvals/Claims data collection



Inside this Issue . . .

- 2019-2020 School Year Now Available! **1**
- Default School Year 2019-2020 **1**
- Student Claim Error Correction Closes Wednesday **2**
- Fund Code B Student Claims Due August 15th **2**
- Directors' Conference **2**
- Events Registration **3**

Email your questions to client support at: support@hbug.k12.il.us

Student Claim Error Correction Closes Wednesday

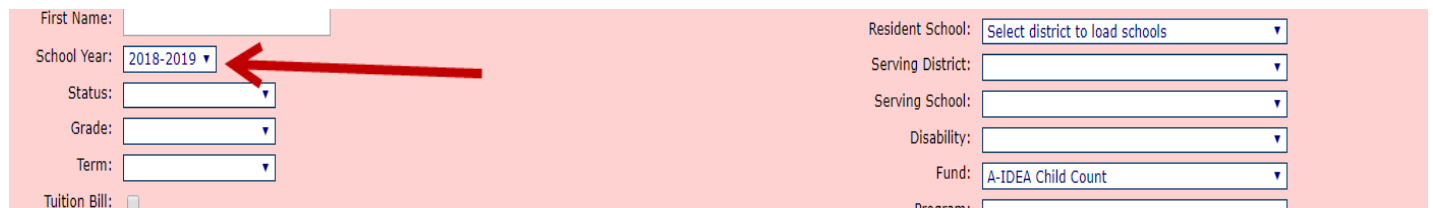
ISBE will lock the *Student Claim* records for Fund Codes D, E, F, X, and J at the end of business Wednesday, July 31st. Once the claim records are locked, no further corrections will be allowed.

Be sure that you have reviewed the following reports in I-Star ‘Student Reimbursement Funds DEF Regular Term’ and ‘Student Reimbursement Funds X and J’ to assure your claims were completed accurately.

Fund Code B Student Claims Due August 15th

ISBE will collect the *Student Claim* records for Fund Code B at the end of business Thursday, August 15th.

Now that I-Star opens to the 2019-2020 school year, be sure that you complete the *Student Claim* information in the 2018-2019 school year. The screen should be Salmon as shown below:



First Name:

School Year: **2018-2019** ▼

Status: ▼

Grade: ▼

Term: ▼

Tuition Bill:

Resident School: ▼

Serving District: ▼

Serving School: ▼

Disability: ▼

Fund: ▼

Program: ▼

If you need assistance with completing the Fund B claims, review the following instructions:

[Fund B Instructions](#)

Once ISBE collects the claim data, Fund B *Student Approval* records will be locked for editing. *Student Claim* records will remain open for a correction period through September 16th.

Directors' Conference

Thank you to everyone that stopped to say Hi last week at the Directors' Conference. We look forward to seeing you the next time!

Email your questions to client support at:
support@hbug.k12.il.us

Events Registration

To register for a Harrisburg Project training, visit the 'Events' page directly on our website or at the following link: [Events](#). Click the name of the event you wish to attend to open the registration form. Any notes for the webinar will appear to the right of the event link.

- 7/29 Claims - Fund Code B (Private Facility) 1:00PM (PPT)
- 7/29 Mass Change in I-Star 9:00AM (PPT) (Notes)
- 7/31 Mass Change in I-Star 9:00AM (PPT) (Notes)
- 8/6 Mass Change in I-Star 9:00AM (PPT) (Notes)
- 8/7 Claims - Fund Code B (Private Facility) 9:00AM (PPT)
- 8/14 Mass Change in I-Star 9:00AM (PPT) (Notes)
- 8/13 Claims - Fund Code B (Private Facility) 1:00PM (PPT)

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