Office Hours: Monday - Friday 8:00AM - 4:00PM



WEEKLY NEWS BRIEFING

WEEK OF OCTOBER 26, 2020

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

# Fund Codes D, E or F Summer 2020 Student Claims Due

The deadline to complete *Student Claim* records for Fund Codes D, E, or F is quickly approaching! ISBE will collect 'approved' summer term claim records at the end of business Monday, November 2<sup>nd</sup>. Please remember, this data is entered into the 2019-20 school year. No further edits will be allowed after this date.

Harrisburg Project is offering one last 'live' webinar 'Summer Term Orphanage Claim' on Thursday, October 29th at 9:00 AM. To register for this session, visit our website <a href="www.hbug.k12.il.us">www.hbug.k12.il.us</a> and click the 'Events' tab. If you are unable to attend this session or a previous session, a recorded training is available on the home page of our website under 'Hot Topics'.

If you need additional assistance completing this claim, contact Harrisburg Project at (800) 635-5274 or email support at support@hbug.k12.il.us.

# FAQ: SIS Error F-050 SIS Enrollment Not Found

- Q: My Student Approval records still have the error F-050 'Student enrollment not found in SIS this school year'. How do I correct this?
- A: The district SIS Administrator will need to complete a SIS enrollment record for each student in the current school year. The day after the initial SIS enrollment has been uploaded, a 'Recheck Edits' from the *Student Approval* filter page should be completed.

# **Updates to I-Star**

ISBE released updates to I-Star on Wednesday, October 14<sup>th</sup>. To review the list of items included in this release, visit the Recently Added section of our website, <a href="https://www.hbug.k12.il.us">www.hbug.k12.il.us</a>.

### **Dates to Remember**

November 2, 2020 - Funds DEF Summer term *Student Approval/Claims* Due

November 3, 2020 - Office Closed for Election Day

November 11, 2020 - Office Closed in Observance of Veterans Day

November 25-27, 2020 - Office Closed in Observance of the Thanksgiving Holiday



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Customized training is available at your convenience. Click the following link to request an Individualized Training!!

Customized Training - Register Now!

# **Events Registration**

Be sure to check out the schedule and sign up for a training today! To view the upcoming schedule, visit our website (www.hbug.k12.il.us) then select the 'Events' tab or simply click the following link:

## **Events**

# (click the events to register, change date in drop-down) 10/29/20 Summer Term Orphanage Claim 9:00AM (Notes) 11/9/20 I-Star Reports Export 9:00AM (Notes) 11/12/20 I-Star-HBUG Website Navigation Overview 9:00AM 11/16/20 I-Star Navigation Overview 9:00AM (Notes) 12/3/20 I-Star-HBUG Website Navigation Overview 9:00AM 12/7/20 I-Star Approvals Refresher 9:00AM (Notes)

 $Harrisburg\ Project\ trainings\ are\ now\ available\ with\ `Closed\ Captioning'!$ 

<u>Harrisburg Project Recorded Trainings - YouTube</u>