



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

MAY 24, 2021

www.hbug.k12.il.us

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800-635-5274

Fund Codes D, E, F Student Approvals Due June 15th

Student Approvals for Fund Codes D, E and F are due by the end of business, June 15th. In order to submit a student claim for these fund codes, *Student Approvals* must be entered and error free by the June 15th deadline.

ISBE will also collect student claim records; HOWEVER, the *Student Claims* correction period will open on Wednesday, June 16th. The deadline to have all Fund Codes D, E and F *Student Claims* entered/corrected is the end of business Friday, July 30th.

If you have questions concerning the *Student Approvals* or *Student Claims* for Fund Codes D, E and F, contact Harrisburg Project at 800-635-5274 or email us at support@hbug.k12.il.us.

New Feature in I-Star - Copy Notes Using End/Add Feature

Does your district or cooperative utilize the 'Notes' section of I-Star? If so, you will be happy to know that ISBE has updated the *End/Add* feature to allow the notes to copy over to the new *Student Approval* record.

To copy previously entered notes onto the new *Student Approval* record, click the 'Copy Notes' box on the *End/Add* box before clicking 'Save'.

End/Add Student Approval

This process will make a copy of the current record. The new record will have a begin date one day after the end date of the original record.

End Date for original Approval: 05/19/2021 MM/DD/YYYY

Exit Code: 20-Changed Name, DOB, Fund, etc.

Copy Notes:

Save Cancel

Dates to Remember

May 31, 2021 - Office Closed in Observance of Memorial Day

June 15, 2021 - Fund Codes D, E, F Student Approvals/Claims Due

June 16, 2021 - Fund Codes D, E, F Student Approvals/Claims Correction Period Open



Inside this Issue

Fund Codes D, E, F Student Approvals Due June 15th	1
New Feature in I-Star - Copy Notes Using End/Add Feature	1
Recorded Student Claims Training - Fund Code B	2
Student Claims FAQ Posted to Website	2
End of Year in I-Star - FAQ	2
Updates to I-Star	2
Events	3

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

[Customized Training - Register Now!](#)

Recorded Student Claims Training - Fund Code B

Harrisburg Project hosted the Fund B Claims webinar last week. If you were unable to attend, the recording is now available on our website to view at your convenience!

[Fund B Claims - Recorded Webinar](#)

[Fund B Claims - PDF Notes](#)

Student Claims FAQ Posted on Website

As an additional resource for completing the student claims in I-Star, we have posted the recent FAQ documents from the recent claims training. These documents contain lots of valuable information!

[All Funds Claims FAQ](#)

[Claims Preparation FAQ](#)

End of Year in I-Star - FAQ

The 'End of Year' FAQ is a quick reference for questions regarding the end of year process in I-Star. Be sure to check it out, in order to be prepared before ISBE opens the 2021-2022 school year in I-Star.

[End of Year in I-Star FAQ](#)

Updates to I-Star

ISBE released updates to I-Star on Wednesday, May 19th. To review the list of items included in this release, visit the [Recently Added](#) section of our website, www.hbug.k12.il.us.

Event Registration

Are you in need of training for I-Star? The [Events](#) section on our website, www.hbug.k12.il.us, is the most up-to-date listing for on-line trainings. To register, click the specific training from the following link:

[Events](#)

5/27/21 End of Year in I-Star 9:00:AM (Notes)
6/3/21 Claims Fund E 9:00:AM (Notes)
6/7/21 Claims Fund F 9:00:AM (Notes)
6/14/21 Preparing for Personnel Snapshot 9:00:AM (Notes)
7/22/21 Fund B Claims 9:00:AM (Notes)
7/29/21 Mass Change in I-Star 9:00:AM
8/2/21 Mass Change in I-Star 9:00:AM
8/9/21 Fund B Claims 9:00:AM (Notes)