Harrisburg Project
Software Support for Special Education

December 1 Child Count Snapshot Continues

There are only three December 1 Child Count Snapshots remaining. The FINAL December 1 Child Count Snapshot will be Wednesday, February 23rd. No edits will be allowed after this final data collection. These next three weeks are critical! Be sure that the data is accurate and complete for your district!

The student data collected during the weekly December 1 Child Count Snapshot should be reviewed by exporting the 'Child Count Snapshot by Resident District' report. The following How-To Snippet video will walk you through exporting this report:

How to Run Child Count Snapshot Report

This report <u>WILL</u> <u>NOT</u> change until the next Friday, after the December 1 Child Count Snapshot is taken.

If you were unable to attend the 'Preparing for Child Count' webinar, the recording is available to review at your convenience:

Preparing for Child Count

Child Count Certification Instructions

The final requirement of the December 1 Child Count is the data certification. The data certification will be completed by the district superintendent or authorized representative. The December 1 Child Count data to certify will be collected during the final data collection on February 23rd.

The estimated opening of the December 1 Child Count Certification is March 11th. Be prepared for this last step, review the following instructions and video:

Child Count Certification - PDF Presentation

Child Count Certification - Recorded Webinar

Dates to Remember

February 4, 2022 - December 1 Child Count Snapshot

February 11, 2022 - December 1 Child Count Snapshot

February 18, 2022 - December 1 Child Count Snapshot

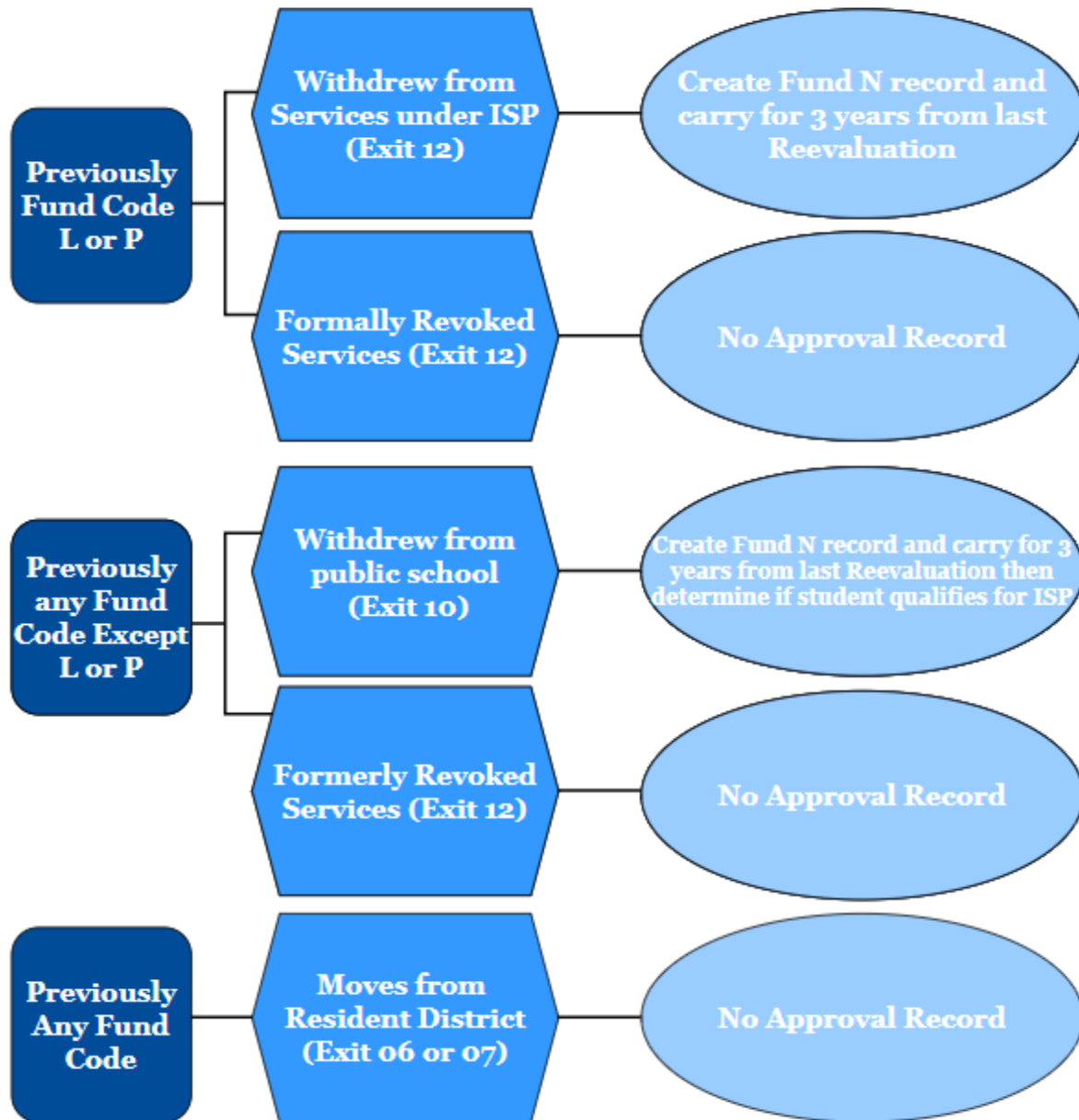February 23, 2022 - FINAL December 1 Child Count Snapshot

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Due to a scheduled power outage for building maintenance, the ISBE network and website will not be available from 4:00PM Friday, February 11th - Sunday, February 13th. I-Star will be unavailable during this time.

Fund Code N - When to Create Record

We continue to have many questions about usage of *Fund Code* N for eligible students that stop receiving special education services. If you enter *Exit Code* 10 or 12 for students in I-Star, use the flowchart below to determine whether a student should have a subsequent *Fund Code* N record.

Previously Fund Code L or P
- **Withdrew from Services under ISP (Exit 12)** → **Create Fund N record and carry for 3 years from last Reevaluation**
- **Formally Revoked Services (Exit 12)** → **No Approval Record**

Previously any Fund Code Except L or P
- **Withdrew from public school (Exit 10)** → **Create Fund N record and carry for 3 years from last Reevaluation then determine if student qualifies for ISP**
- **Formerly Revoked Services (Exit 12)** → **No Approval Record**

Previously Any Fund Code
- **Moves from Resident District (Exit 06 or 07)** → **No Approval Record**

Updating Disability N on Student Approval Record

ISBE does not allow a direct edit to the disability of N on a *Student Approval* record. Once a student turns 10, this disability is no longer accepted. In order to update the *Student Approval* record, an *End/Add* must be completed. To review the *End/Add* process, watch the following How-To Snippet video:

<p align="center">How to Use the End/Add Function</p>

Updated FY 2022 IDEA Excess Cost Process

The fiscal year 2022 IDEA Excess Cost process has changed. ISBE is hosting a webinar on Wednesday, February 2nd from 1:00PM-3:00PM. The IDEA Excess Cost process is a requirement for all Illinois school districts and state charter schools. Be sure the appropriate staff attend this session! To register for this webinar, click the 'Register Now' button in the ISBE memo at the following link:

<p align="center">Learn About the Updated FY 2022 IDEA Excess Cost Process</p>

The instructions for completing the Excess Cost Worksheet are available on the IDEA grant webpage:

<p align="center">IDEA Grant Webpage</p>

The Excess Cost Application must be completed and submitted to IDEA grant coordinators no later than March 1, 2022.

Event Registration

The new year is a busy time in I-Star with the required *December 1 Child Count* being taken. Harrisburg Project is hosting trainings that will assist staff members with accurately reporting your district's data.

Be sure to check the Events section on our website, www.hbug.k12.il.us, is the most up-to-date listing for on-line trainings.

2/3/22 Preparing for Child Count 9:00:AM

2/17/22 Preparing for Child Count 9:00:AM

3/7/22 Child Count Certification 9:00:AM

<p align="center">Check out our website for up-to-date training and data collection information at:
www:hbug.k12.il.us</p>