



I-Star

2018-19 Harrisburg User Groups (HUGS)

Presented By
Harrisburg Project

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This slide features a colorful autumn-themed background with a red barn, a yellow school bus on a winding road, trees with orange and yellow leaves, and pumpkins. A semi-circle of yellow stars arches over the 'I-Star' text.



Topics...

- ❖ Dates to Remember
- ❖ Common Errors this Time of Year
- ❖ Correction Periods / Lockout Dates
- ❖ New Approval Manuals
- ❖ Exit Data
- ❖ New Requirements in I-Star / Child Count Verification
- ❖ Enhancements in I-Star
- ❖ FREE IEP!
- ❖ Website, Resources, Webinars
- ❖ Contact Information



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This slide has a light blue background with scattered autumn leaves and green hills at the bottom. A photograph of a stack of books is positioned on the right side.

Dates to remember...

School Year 2018-19 Pickup Dates:

- November 1, 2018
 - Summer 2018 Orphanage Claim Funds DEF Due
- March 1, 2019
 - December 1st Child Count Additions/Correction Closed
- June 1, 2019
 - Orphanage Approvals (Fund DEF) due in I-Star for any student records with a Begin Date of **3/1/19** or prior

➤ NOTE: All Data Pickups occur automatically by ISBE at 11:59PM on the due date



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Common errors this time of year...

- F145 – Student not found in SIS for Resident RCDT
- F146 – Student not found in SIS for Serving RCDT
- F147 – No SIS enrollment available for provided date(s)
- F50 – Student enrollment not found in SIS for school year
- F-130 - Section 14-7.03 Eligibility verification is NOT complete
- F85 – Begin Date is not valid for this private facility
- F149 – Student not found in SIS for Private Facility RCDT
- F113 – Ed. Env. 01-16 & 28 NOT valid for age 3-5

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COMING SOON!!!!
New 2019-20 approval manuals...



STUDENTS WITH DISABILITIES DATA COLLECTION AND APPROVAL INSTRUCTIONS

Jamie Johnson, ISBE Division of Funding & Disbursements
 (217) 782-5256
 jjohnson@isbe.net

SPECIAL EDUCATION PERSONNEL APPROVAL INSTRUCTIONS

Larry Wilson, ISBE Division of Funding & Disbursements
 (217) 782-5256
 lwilson@isbe.net

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Exit Data...

EXIT

- ❖ To delete a record in 2018-19, exit data must be provided for the previous school year
- ❖ Exit Code 20 is not acceptable
- ❖ All Exit Data due by 09/28/2018

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

(Close Errors)

Edit Results

No Errors Present

Prior Year Exit data					
Resident District	Fund Code	Facility Code	Begin Date	End Date	Exit Code
12-080-0010-26 Richland County CUSD 1	A		8/16/2017	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 10/01/2018

This will be required by 09/28/2018.

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Child Count Verification...



❖ District Admin IWAS User Certification for Child Count

Provides updates on current Child Count Numbers Step 1

The December 1 Child Count includes all APPROVED 1-Star student FACTS Approval records for all Fund codes except N & U, that are checked to "Include in Approval" and active on 12/1.

December 1 Child Count Snapshot Updated: 3/26/2018 11:54:35 AM

Resident ECOT	District Name	2015 - 2016 Counts	2016 - 2017 Counts	2017 - 2018 Counts	Difference
12-013-0100-26	Clay, CLY, CUSD_10	51	41	49	8
12-013-0350-26	Flora, CUSD_35	174	178	198	20
12-017-0010-26	Hudsonville, CUSD_1	51	45	57	12
13-040-0010-26	Jasper, County, CUD_1	207	203	191	-12
12-051-0200-26	Lawrence, County, CUD_20	176	189	178	-11
12-013-0250-26	North Clay, CUSD_25	102	110	104	-6
12-017-0040-26	Oblong, CUSD_4	96	100	100	0
12-017-0030-26	Palestine, CUSD_3	47	50	50	0
12-051-0100-26	Rock Hill, CUSD_10	97	121	113	-8
12-080-0010-26	Richland, County, CUSD_1	372	368	359	-9
12-017-0020-26	Robinson, CUSD_2	280	310	323	13

You can perform additions and make corrections to Student Approval records BEFORE March 9, 2018 to have these students included in the final snapshot.

ISBE will create an updated snapshot every week until the final snapshot on March 9, 2018.

[Close and Go To Student Approvals](#)

Show Audit Trail

Close

Cancel - Please exit the wizard.

Child Count Verification...

- ❖ Displays Child Count Numbers collected March 1, 2019
- ❖ Displays Child Count Numbers collected SY2015-16 and SY2016-17 for comparison
- ❖ Additional screens provide Child Count numbers by Educational Environment, Disability, Ethnicity and/or Age
- ⚠️ ❖ District Superintendents have March 18 – March 27, 2019 to certify the Child Count
- ❖ **IDEA grant funds will be frozen on March 28, 2019 for any districts that do not complete certification by the deadline**

Child Count Numbers by Education Environment Code:

EE Code	2015 - 2016 Counts	2016 - 2017 Counts	2017 - 2018 Counts	Difference
01	28	32	17	5
02	13	16	17	1
03	3	7	3	-2
04	0	1	0	-1
23	0	0	1	1
27	0	0	4	2
30	5	3	4	1
31	2	0	1	1

Child Count Numbers by Disability:

Disability Code	2015 - 2016 Counts	2016 - 2017 Counts	2017 - 2018 Counts	Difference
A	2	2	1	-1
D	21	14	19	5
I	12	9	14	5
K	2	3	1	-2
L	3	4	3	1
M	8	8	8	0
O	1	1	1	0

Child Count Numbers by Ethnicity:

Ethnicity Code	2015 - 2016 Counts	2016 - 2017 Counts	2017 - 2018 Counts	Difference
18	10	40	49	9
17	1	1	0	-1

Child Count Numbers by Age:

Age	2015 - 2016 Counts	2016 - 2017 Counts	2017 - 2018 Counts	Difference
3	1	3	4	3
4	2	3	3	0
5	4	1	3	2
6	4	5	2	-4
7	4	3	2	-4
8	1	4	4	0
9	4	4	3	1
10	7	2	4	3
11	4	3	1	-1
12	5	3	3	-2
13	2	5	3	0
14	1	3	3	1
15	2	1	2	1
16	2	3	1	-1
17	2	6	2	2
18	1	0	0	0

Enhancements in I-Star...



❖ SIS Enrollment Dates Display on Student Approval Record

Display SIS Enrollment

Resident District:

Resident School:

Serving District:

Serving School:

Hide SIS Enrollment

Res RCDTS:12-013-0100-26-1001 Clay City Jr High School
 Serv RCDTS:12-013-0100-26-1001 Clay City Jr High School
 Serv Prov:12-013-0100-26-0000 Clay City CUSD 10
 Beg Date:8/16/2017 End Date:12/11/2017

Resident District:

Resident School:

Serving District:

Serving School:

Enhancements in I-Star ...



❖ Fund B Example: SIS Enrollment Dates Display on Student Approval Record

Hide SIS Enrollment

Res RCDTS:12-017-0010-26-2002 Hutsonville Elem and Jr High Sch
 Serv RCDTS:12-017-0010-26-2002 Hutsonville Elem and Jr High Sch
 Serv Prov:
 Beg Date:8/18/2017 End Date:5/31/2018

Resident District:

Resident School:

Private Facility:
[\(Details\)](#)

Facility Claim Type:

Enhancements in I-Star ...



❖ Ability to add multiple students to Programs for Claims

Cost Sheet (5066A) Personnel Report (P5066B) Student Report (S5066B) Individual Student Reports

Student Data (Print) (Re-calc Days) **Add Multiples**

Actions	Pupil	SIS Id	Resident District	Fund Code	Begin Date	End Date	En	Days	Days	ADE	% Special Ed	Special Ed ADE	A
No Records Found													

Use Selected

Select	Multi Select All / None	Pupil	SIS Id	RCDT	Fund	Priv Fac	Approval Term	Claim Term	Begin Date	End Date	Program Name	Student ADE	Reimb Status	Tuition Bill
<input checked="" type="checkbox"/>	<input type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	A		R	R	8/18/2017			0.000	N	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	A		R	R	1/2/2018	5/9/2018		0.000	N	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	X		R	R	8/18/2017		SESE ED CL10	0.000	D	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	A		R	R	8/18/2017		SESE ED CL10	0.000	D	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	A		R	R	8/18/2017			0.000	D	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	A		R	R	8/18/2017			0.000	D	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>			R: 12-013-0100-26 S: 12-013-0100-26	A		R	R	8/18/2017			0.000	D	<input type="checkbox"/>

Enhancements in I-Star ...

❖ Integration of electronic Private Facility calendars into I-Star

- ❖ Calendar Method will be available in I-Star for Fund Codes B & F
- ❖ Calendars will also be available on the Private Facility Search Engine



<http://webprod1.isbe.net/FacilityInquiry/PrivateFacilitySearch/PFSearch.aspx>

❖ Mass Change End Dates

❖ End Graduates

Change Student Approval End Dates

By Resident District
 By Serving District

From End Date: MM/DD/YYYY To End Date: MM/DD/YYYY

Free IEP...

- ❖ FREE
- ❖ Web-based
- ❖ Integrated with many other ISBE systems, including SIS, EIS and ELIS
- ❖ Security system specific to district/user
- ❖ Uses State forms
- ❖ IEP Reports
- ❖ Built in Help videos

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Harrisburg Project Website...



Harrisburg Project
Software Support for Special Education
(800) 635-5274 • www.hbug.k12.il.us • support@hbug.k12.il.us



Home
ISBE
IWAS
Resources
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Welcome!

Harrisburg Project has supported special education districts and cooperatives within the state of Illinois for over 30 years. We strive to provide prompt, friendly and efficient service via telephone and email for the I-Star system. I-Star (IEP Special Education Tracking and Reporting) is the special education management tool that districts and cooperatives use to report data to the Illinois State Board of Education for reimbursement. Harrisburg Project provides training on the approval and claim portion, as well as the IEP component of the system. All Harrisburg Project services are provided free of charge to special education districts and cooperatives in Illinois.

To guide your experience, click the link for the relevant portion of the I-Star system. You can always return here by clicking 'Home' in the toolbar.



IEP Topics

- I-Star Claims Presentation (4/24/18)
- Personnel Approval Reporting Changes Presentation (4/6/18)
- 2017-2018 Personnel Approval Manual
- EBF Offset Examples
- Full FY 18 EBF Calculation (How to Find Your BFM)
- ISBE EBF Page

EBF Impact on I-Star



Student & Personnel Topics

Have questions? Contact us: support@hbug.k12.il.us • (800) 635-5274

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Harrisburg Project resources...

Student and Personnel Topics > Student

- Training**
 - Register for Training
 - Claims Packet - 2017-2018 Claims Q & A
 - New User Training
 - Approvals Refresher - Q&A 2017 Director's Conference
 - GoToWebinar Requirements
- User Guide**
 - View User Guide (updated 6/9/2018)
 - Print User Guide
- Videos**
 - 1-Star Claims Webinars
 - 2/16/2018
 - Closing School Year
 - 6/21/2018
 - 7/21/2018
 - Using the End/Add Function
 - Approvals Refresher
 - New User
 - Cancelled Overview
 - Handout
 - Transportation Overview
 - Events Overview
 - Handout
 - Indicator 14 Demo
- 2017 - 2018 Manuals**
 - Students with Disabilities Data Collection and Approval Instructions (updated April 2018)
 - Changes in Students with Disabilities Data Collection and Approval Instructions (updated April 2018)
 - Students with Disabilities Claim and Reimbursement Instructions (updated April 2018)
 - Changes in Students with Disabilities Claim and Reimbursement Instructions (updated June 2018)
- Resources**
 - 5066A Tuition Cost Sheet ASB
 - Start New Year Instructions
 - Common 1-Star Errors
 - Correcting Errors in December 1 Child Count
 - Early Childhood Preschool Inclusion/LRE
 - 1-Star Requirements
 - Export Search Results

Student and Personnel Topics > Personnel

- Training**
 - Register for Training
 - Personnel Approval Changes Training Handout
 - 2017-2018 Claims Packet
 - Claims Q & A
 - GoToWebinar Requirements
- User Guide**
 - View User Guide (updated 6/9/2018)
 - Print User Guide
- Videos**
 - Personnel Approval Changes Recorded Webinar
 - 5/1/2018
 - 5/9/2018
 - 5/10/2018
 - 5/16/2018
 - Closing School Year
 - 6/12/2018
 - 6/21/2018
 - Handout
 - Start New Year
 - New User
- 2017 - 2018 Manuals**
 - Special Education Personnel Approval Instructions (updated April 2018)
 - Changes in Special Education Personnel Approval Instructions (updated April 2018)
- Resources**
 - EBF Distribution
 - Part 130 Proposed Changes
 - HHI Q & A
 - Start New Year Instructions
 - Create an EISD Account
 - 1-Star Requirements
 - Export Search Results

Harrisburg Project Resources...

> IEP Topics

- Training**
 - New User Training Handout
 - 2018 Directors' Conference
 - GoToWebinar Requirements
- Support**
 - View User Guide (updated 6/9/2018)
 - Print User Guide
 - Recently Added
 - Need help? Call us or email us! (800) 635-5274 or support@hbuj.k12.il.us
- Videos**
 - NEW FEATURE! Add Multiple Forms to Annual Review
 - How-To: IEP Snippets
 - Recorded Webinars
- Events**
 - August 1-2nd - Directors' Conference
 - The Individualized Education Program (IEP) Forms and the Required Notice and Consent Forms developed by the Illinois State Board of Education (ISBE) have been revised. A "Memorandum - Summary of Form Changes," an "Explanation of Changes to the Procedural Safeguards Form," and the updated forms are located [here](#).
- Resources**
 - IEP Instructions
 - IEP Forms
 - Notice & Consent Forms and Instructions

User Guide – New Look!!!

I-Star Personnel

- I-Star Personnel Approval
- Personnel Reports
- I-Star Personnel Attached to a Student Program

I-Star Student

- I-Star Student Approval
- I-Star Student Reimbursement
- Student Reports
- Program Definition/Program Method

Online Webinars...



Events

- 8/9 I-Star Approvals New User for 18-19 School Year (Recording) (Notes)
- 8/16 Rollover/Mass Change I-Star (Recording) (Notes)
- 8/21 Rollover/Mass Change I-Star Webinar 10AM (Notes)
- 8/22 Rollover/Mass Change I-Star Webinar 9AM (Notes)
- 8/23 Rollover/Mass Change I-Star Webinar 1:30PM (Notes)
- 9/5 I-Star Approvals New User for 18-19 School Year Webinar 9AM (Notes)
- 9/11 Fall 2018-19 Harrisburg User Groups (HUGS) Webinar 1PM (Notes)
- 9/12 Fall 2018-19 Harrisburg User Groups (HUGS) Webinar 9AM (Notes)
- 9/13 Fall 2018-19 Harrisburg User Groups (HUGS) Webinar 9AM (Notes)

(click the events to register)



I-Star ★

QUESTIONS, TRAINING, SUPPORT...

Harrisburg project
(800) 635-5274
support@hbug.k12.il.us

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

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