SY 24-25 to SY 25-26 Rollover/Mass Change in I-Star
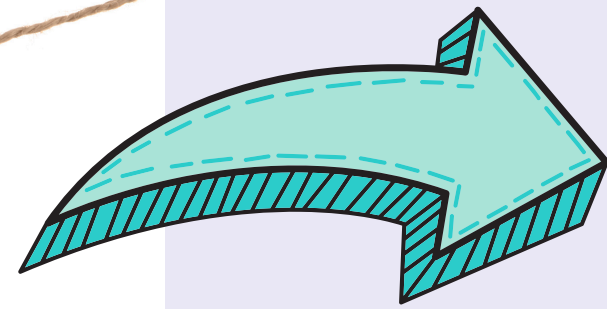
Presented By Harrisburg Project

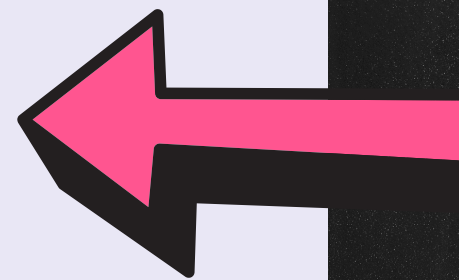WHO?

ISBE

When?

August 4

What happens during the Rollover?

- Student Approval records with dates in the future from 2024-25 will rollover to 2025-26

- Student Approval records with no end date from 2024-25 will rollover to 2025-26

- All Personnel Approval records from 2024-25 will rollover to 2025-26

- District / Coop relationship permissions from 2024-25 will rollover to 2025-26

- Caseload definitions from 2024-25 will rollover to 2025-26

- Program definitions from 2024-25 will rollover to 2025-26

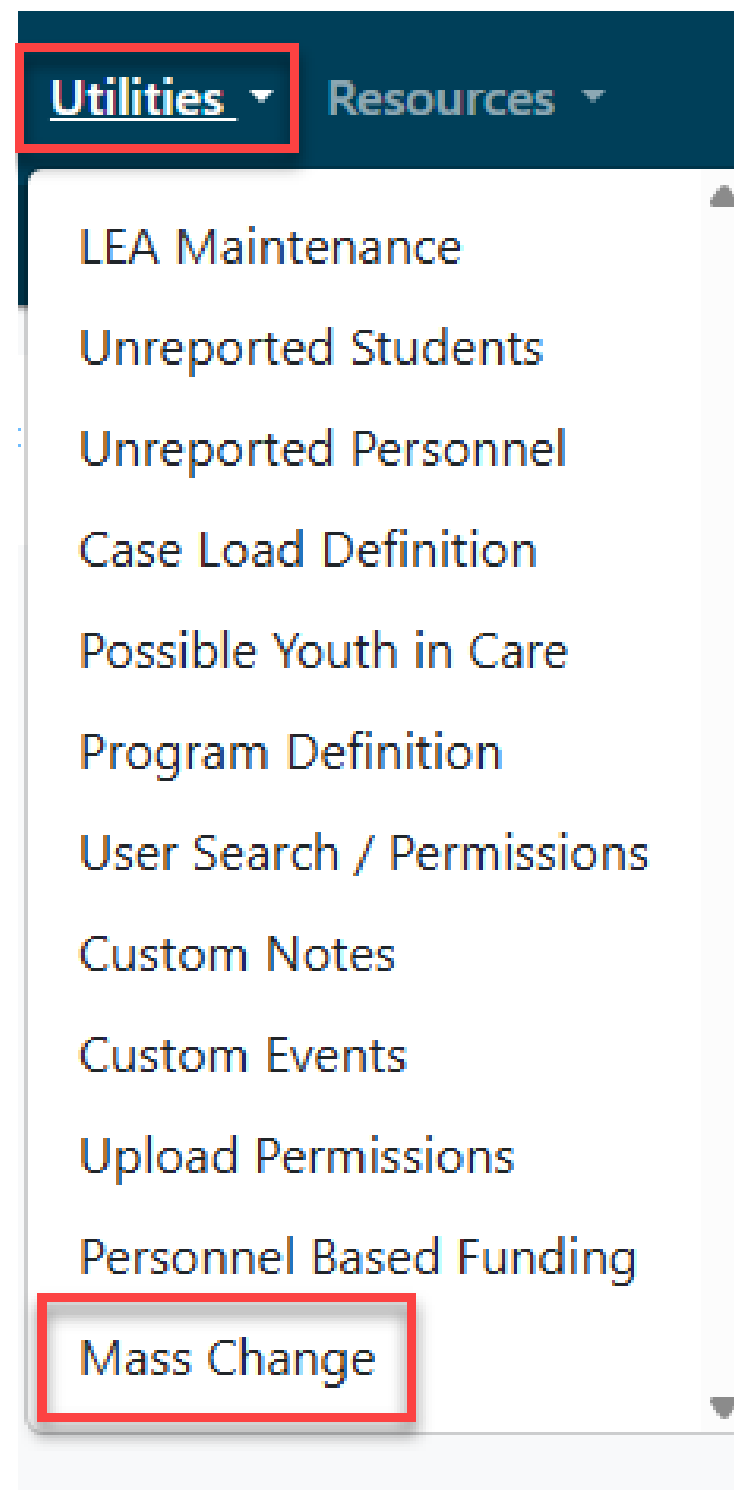- Indicator 11 and 13 will rollover from 2024-25 to 2025-26

What happens during the Rollover?

- ◦ Transportation will rollover from 2024-25 to 2025-26

- ◦ Districts used on Personnel Approval records will rollover from 2024-2025 to 2025-26

- ◦ Any salaries entered will rollover for Personnel records from 2024-25 to 2025-26

- ◦ Districts used on Student Approval records will rollover from 2024-25 to 2025-26

- ◦ Participation days and student claim costs for each record will rollover from 2024-25 to 2025-26

- ◦ Student caseload data from the student profile will rollover from 2024-25 to 2025-26

How to access Mass Change

Utilities ▾   Resources ▾

- LEA Maintenance
- Unreported Students
- Unreported Personnel
- Case Load Definition
- Possible Youth in Care
- Program Definition
- User Search / Permissions
- Custom Notes
- Custom Events
- Upload Permissions
- Personnel Based Funding
- Mass Change

Note: Only District Security Administrators have access to Mass Change.

For School Year
2025 - 2026

Change Student Approval Begin Dates

Student Approval Begin Dates

Change Student Approval Begin Dates
No ◯ Yes

Use School Calendar
No ◯ Yes

Approval Begin Date Options
◉ By Resident District   ◯ By Serving District

Option 1:
◦ Change Begin Dates Using Public School Calendar on file for 2025-2026 school year
  • *Use student Resident District or Serving District to determine Calendar*
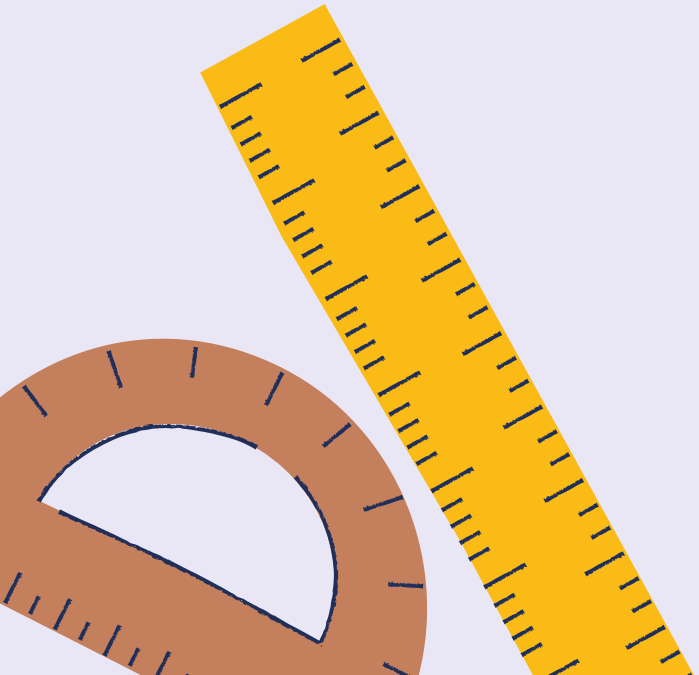
Change Student Approval Begin Dates

Option 2:
◦ Change Begin Dates by Provided Date

Change Student Approval Begin Dates

Option 3:

◦ Type all dates in manually

Change Case Load Begin Dates

Option 1:
- Change Begin Dates by Class, Teacher or Location
  - Enter Begin Date → Click Select All → Click Use for all

Change Case Load Begin Dates

Option 2:
◦ Type all dates in manually

Miscellaneous Options

Miscellaneous Options

Detach All Programs from FACTS
No ⚪ Yes

Clear Personnel Salaries
No ⚪ Yes

Clear Days/Costs
No ⚪ Yes

- Removes Program Name from Claim record
- Does not change method of computing days on Claim
- Will not change to Manual or Calendar method

- Removes Personnel Salaries from Approvals
- Removes Personnel Salaries from P50-66B in Program Definition

- Removes Participation Days and Education Costs from the Student Claim records
- Removes Students from S50-66B in Program Definition

Remove Case Loads

- **Use CAUTION!!!!!**
- **Only use this option to remove ALL Case Load data!!!!!**
- **DO NOT USE Student Approval End Dates - it should remain toggled to "NO"!!!!**

A few tips to remember...

Uncheck a district, class location, or class name if you don't want to enter a date

Select	District	Date
☐	Allendale CCSD 17	mm/dd/yyyy 📅
☑	Carmi-White County CUSD 5	08/14/2025 📅
☐	Carrier Mills-Stonefort CUSD 2	mm/dd/yyyy 📅
☑	Edwards County CUSD 1	08/18/2025 📅
☐	Eldorado CUSD 4	mm/dd/yyyy 📅
☑	Fairfield Comm H S Dist 225	08/13/2025 📅

A few tips to remember...

You can use the Mass Change function more than once. If you don't have all the data the first time, just come back later and make the data changes once you have the required data.

A few tips to remember...

- Don't mass change begin dates once you start doing end/adds on the 2025-26 approval records.
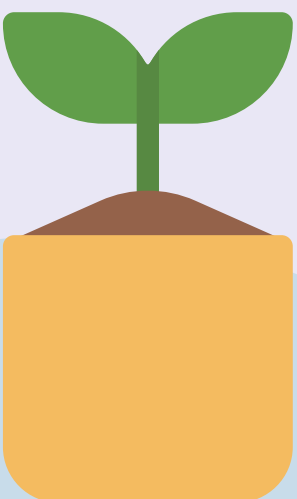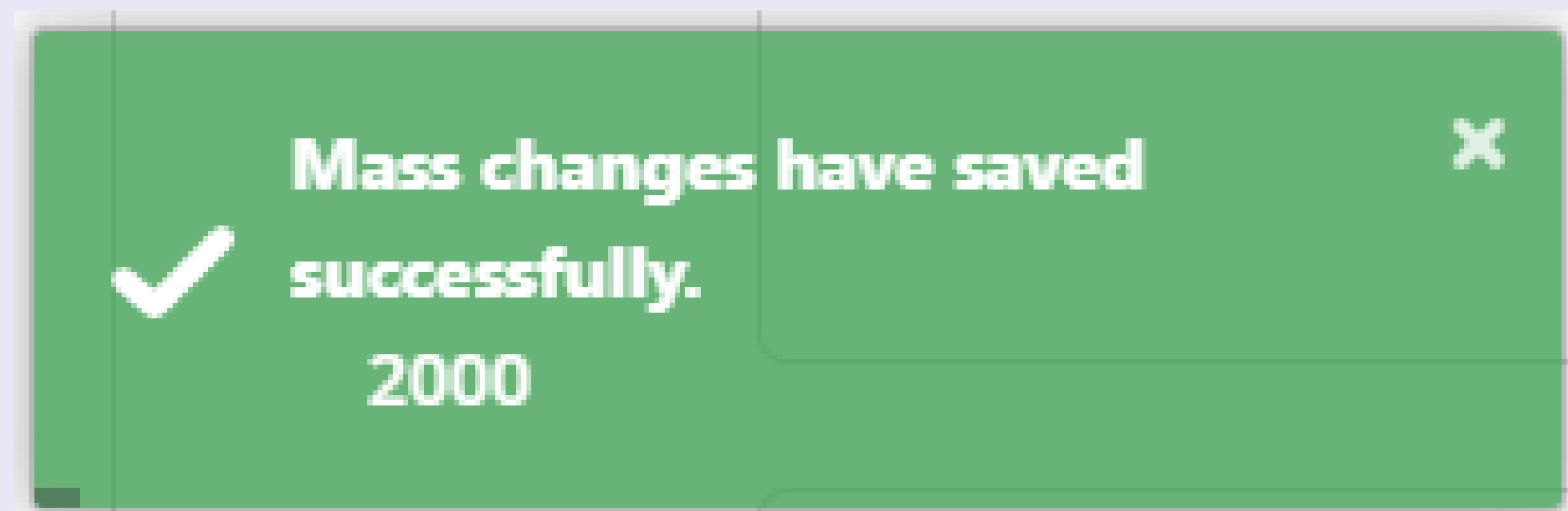- Mass Change will become unavailable October 15!!

Make Changes...

- After the mass change options have been addressed, click the 'Make Changes' button to apply the changes to your 2025-26 data

For School Year
2025 - 2026

🖨 Print   ▶ Make Changes

✓ Mass changes have saved successfully.
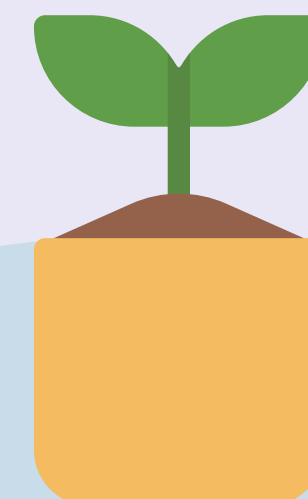
2000

Print Changes...

- Once the final step has completed, the Mass Changes Report can be printed.

For School Year

2025 - 2026 ⌄   🖨 Print   ▶ Make Changes

QUESTIONS??

CALL (800) 635-5274 OR
EMAIL SUPPORT@HBUG.K12.IL.US