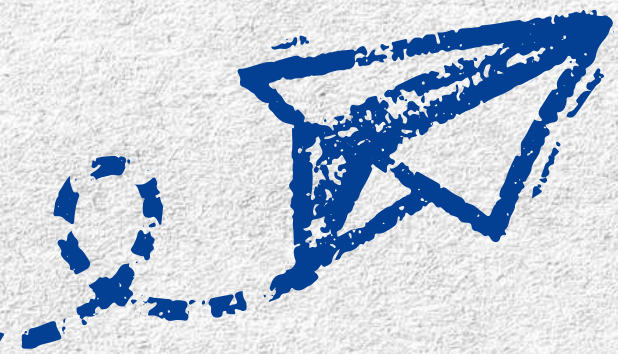


ALL CLAIMS IN I-STAR PLUS 2025-2026

Presented By Harrisburg Project





TOPICS

Pickup / Snapshot Dates

How to Identify YIC Students

Manual Method

Calendar Method

Key Components of Claims

Program Method

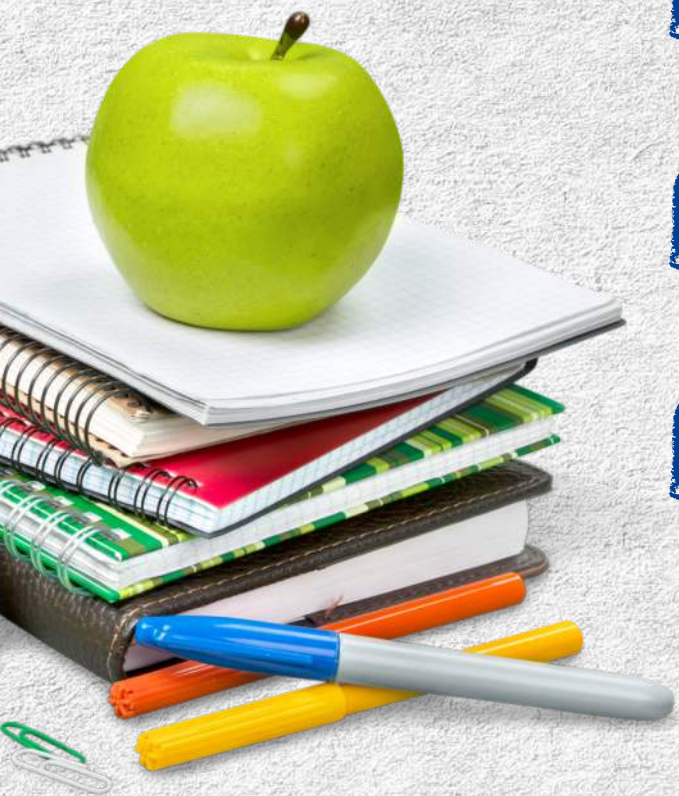
Calculating the Claim

Reimbursement Reports



STUDENT REIMBURSEMENT - PICKUP / SNAPSHOT DATES

- June 15th - Fund Codes(s) DEF (Regular Term) Claims DUE
- July 15th - Fund Code X (Excess Cost) DUE
- August 14th - Fund Code B - Private / Residential Facility (Both Terms) DUE
- August 14th - Fund Code S - Separate Public School (Both Terms) DUE
- November 2nd - Fund Code(s) DEF (Summer Term) Claims DUE



HOW TO IDENTIFY YIC STUDENTS (ORPHANAGE)



Click Utilities -> Possible Youth in Care

- Utilities
- Resources
- Edit Checks
- Maintain
 - Case Load Definition
 - Custom Events
 - Custom Notes
 - Program Definition
- Lookup
 - Personnel Based Funding
 - Possible Youth in Care
 - School Day Calculator
 - Unreported Personnel
 - Unreported Students

This is a list of students that have been identified on a Department of Children and Family Services (DCFS) file provided to ISBE. These students may be either general education or special education. If the student is special education and they are on this list, then they are currently not listed in the I-Star special education data collection system as an orphanage student (i.e. Fund Code of E or F) or, they are in I-Star, but miscoded as not being an orphanage student (e.g. Fund A, S, X or B). PLEASE NOTE: At this time ISTAR validation is only updated on a monthly basis, so new Fund E or F students may not be approved until the end of the month. Confirm eligibility with Harrisburg Project if you receive eligibility errors.

School Year: 2025-2026

Entity

Search

Showing 0 to 0 of 0 entries

School Year	District	School	RCOT5	SIS ID	First Name	Last Name	Enrollment Date	Exit Date	Grade	IStar Fund Code
No data available in table										

Select Entity -> Search

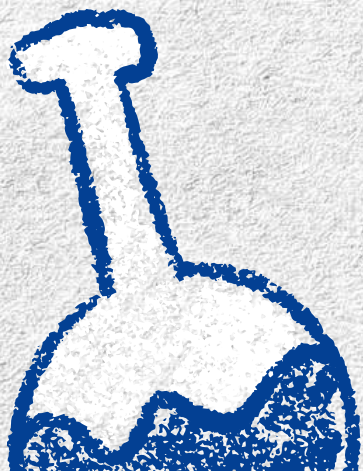


HOW TO IDENTIFY YIC STUDENTS (ORPHANAGE)



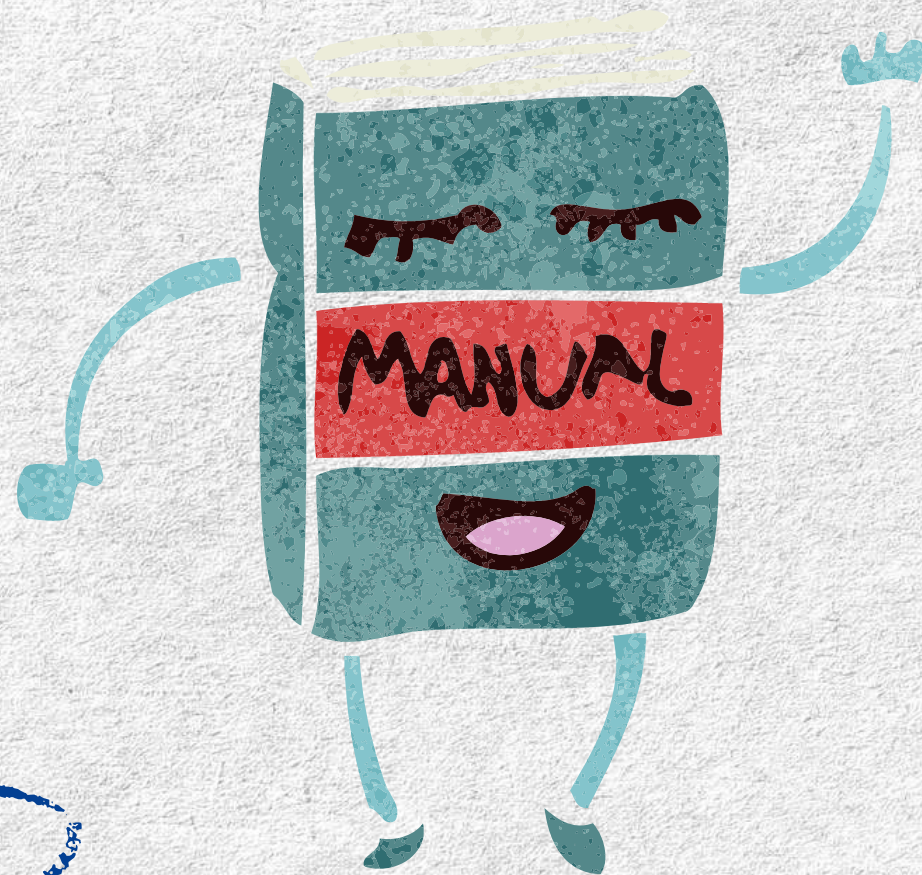
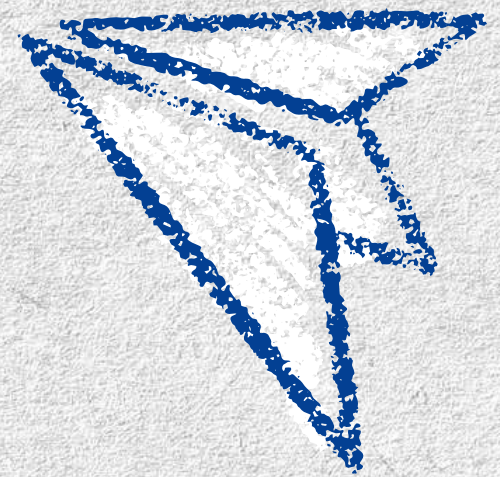
- Evaluate students listed (Regular Education students can be disregarded.)
- Focus on I-Star Fund Code column:
 - If Fund Code is blank AND student is Special Education, add a Fund E or F approval record.
 - If Fund Code = A, S, or X, Fund Code may need to be changed to Fund E.
 - If Fund Code = B, Fund Code may need to be changed to Fund F.

IStar Fund Code
X
A
A
A
A

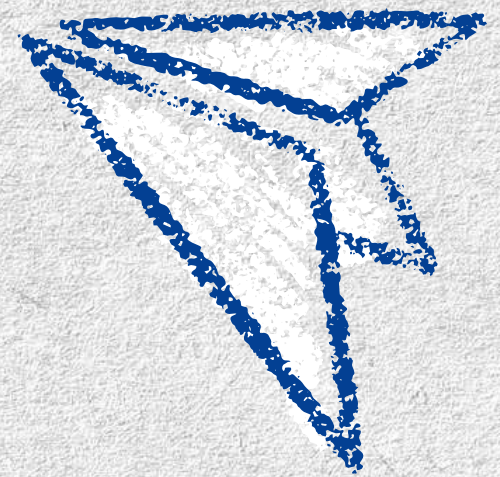


A B C

3 METHODS OF COMPUTING DAYS



MANUAL VS. CALENDAR METHOD



Manual - filing a claim for an entity that does NOT have a public calendar

- COST IS UNKNOWN!!!

Calendar - filing a claim for an entity that has a public calendar

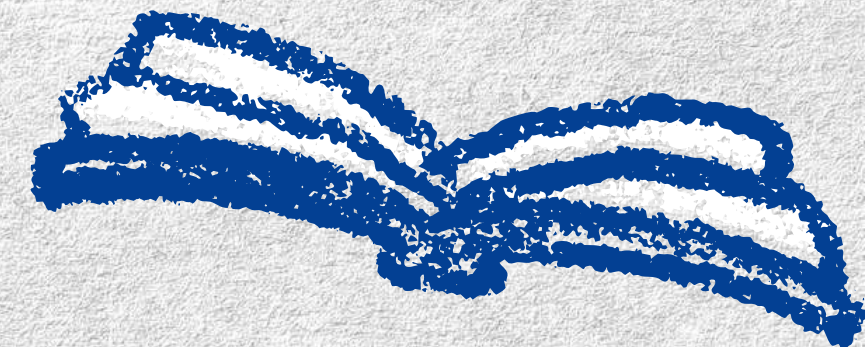
- Special Education Cooperative
- Public School District
- Separate Public Day School
- Private Facility
- COST IS UNKNOWN!!!

Note: Funds D, E, F, and S will not have combined approvals with a term of "Both". They will need separate records for regular vs. summer term.





MANUAL METHOD



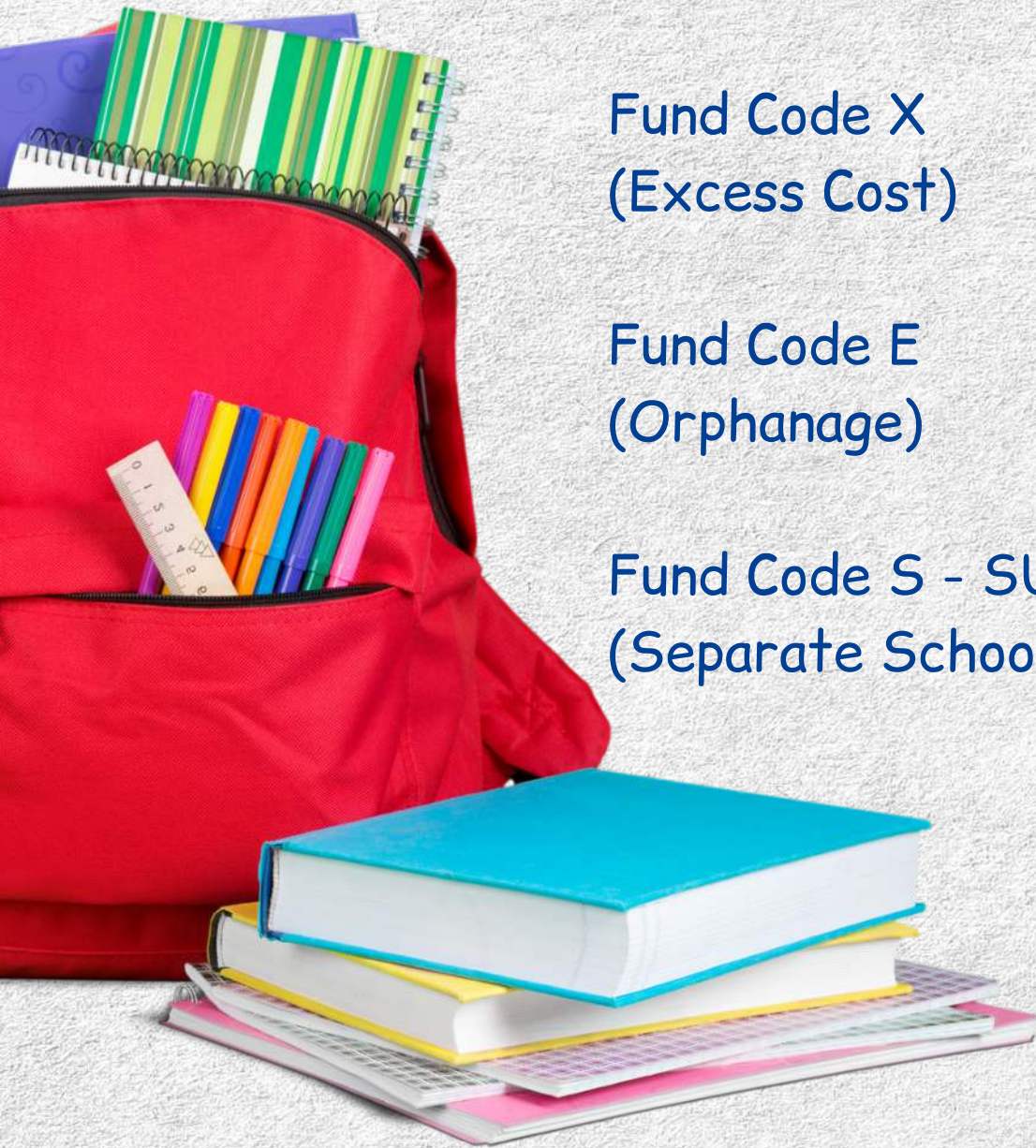
USE FOR:

Invoices from Special Education Coops that do not have an official public calendar

Fund Code X
(Excess Cost)

Fund Code E
(Orphanage)

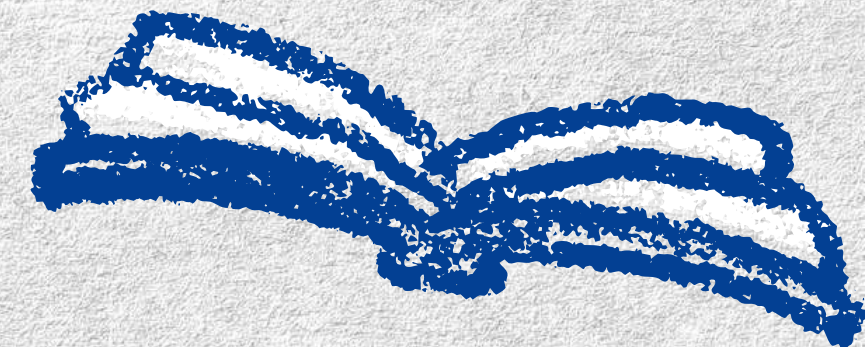
Fund Code S - SUMMER
(Separate School)



Manual	Calendar	Program	Calendar (Cost)
Participation Rates			
Percent Regular Ed 70	FTE 1	ADE 0.960	
Participation Days			
Regular Days Enrolled 167		Total Days Enrolled 167	
Regular Days Session 174		Total Days Session 174	
Update Days			
Costs			
ADE Cost 25500	Education Cost 24480	Transportation Cost 0.00	



CALENDAR METHOD



USE FOR:

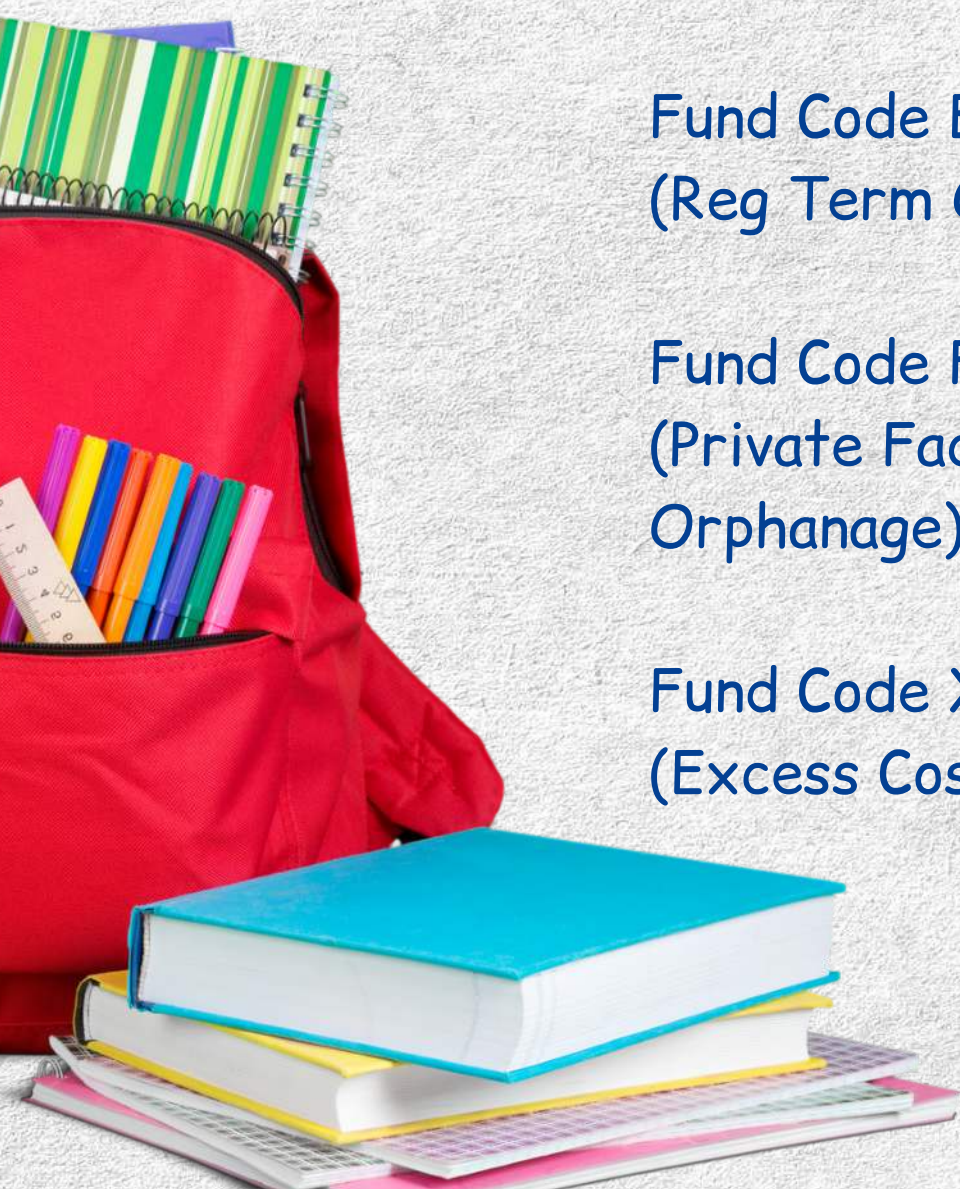
Fund Code B
(Private Facility)

Fund Code S
(Reg Term Separate School)

Fund Code E
(Reg Term Orphanage)

Fund Code F
(Private Facility
Orphanage)

Fund Code X
(Excess Cost)



Manual	Calendar	Program	Calendar (Cost)
Calendar Harrisburg CUSD 3			
Participation Rates			
Percent Regular Ed 70	FTE 1	ADE 1.000	
Participation Days			
Update Days			
Regular Days Enrolled 170	Total Days Enrolled 170	Regular Days Session 170	Total Days Session 170
Costs			
ADE Cost 25500.00	Education Cost 25500	Transportation Cost 0.00	



CALENDAR METHOD - FUND B-F-S

Manual **Calendar** Program Calendar (Cost)

Calendar
High Road School of Bloomington

Participation Rates

Percent Regular Ed 0	FTE 1	ADE 0.535
-------------------------	----------	--------------

Participation Days

Override Days Update Days

Regular Days Enrolled 99	Total Days Enrolled 99
Regular Days Session 185	Total Days Session 185

Costs

Cost Per Pupil 13563

AVERAGE DAILY ENROLLMENT (ADE)...

What is ADE? → Days Enrolled / Days in Session

What happens if ADE is less than 1.0? → Cost Per Pupil will decrease

When would ADE be less than 1.0?

- Student did not attend all day the entire school year
- Program started after the first pupil attendance day on the official public calendar (id. PreK program, KG program)

SIS Enrollment Begin Dates are defined as the first day the student is expected to attend. I-Star Plus Approval Begin Dates must coincide with SIS dates.

This can cause student ADE to be less than 1.0.





TRADITIONAL CALENDAR METHOD

Calendar Method:

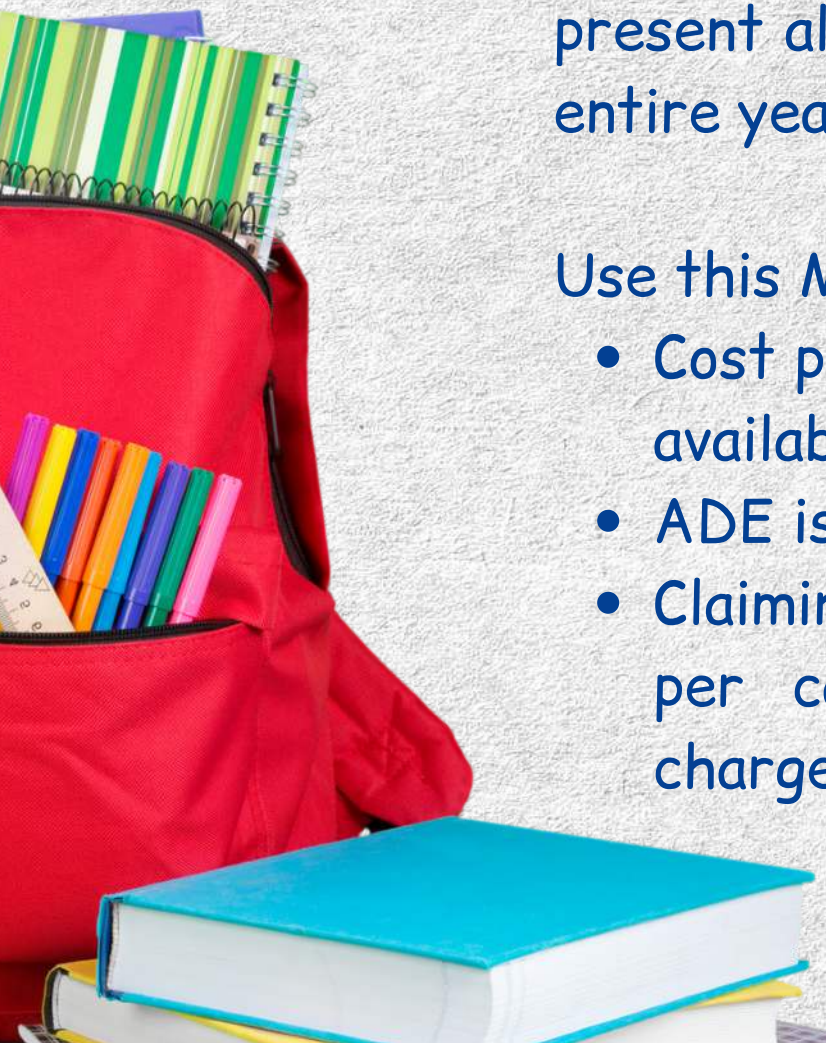
Data Entry - FTE and Cost per 1.0 ADE

What is the Cost per 1.0 ADE?

Cost of the program for a student that is present all day for the entire year.

Use this Method when:

- Cost per 1.0 ADE is available or
- ADE is 1.0 or
- Claiming district per capita tuition charge



Manual	Calendar	Program	Calendar (Cost)
Calendar Harrisburg CUSD 3			
Participation Rates			
Percent Regular Ed 70	FTE 1	ADE 0.960	
Participation Days			
Regular Days Enrolled 167	Total Days Enrolled 167	Update Days	
Regular Days Session 174	Total Days Session 174		
Costs			
ADE Cost 25500.00	Education Cost 24480.00	Transportation Cost 0.00	



CALENDAR (COST) METHOD

Calendar (Cost) Method:

Data Entry - FTE and Cost per 1.0 ADE

What is the Cost per 1.0 ADE?

Costs for the entire year, regardless of days and FTE.

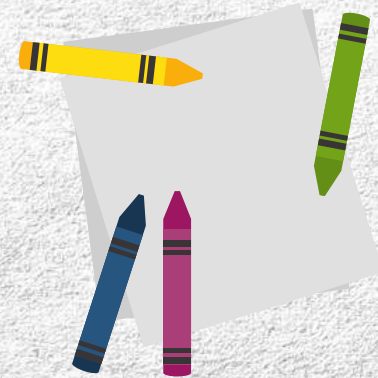
Use this Method when:

- Cost per 1.0 ADE is NOT available or
- ADE is less than 1.0

Manual	Calendar	Program	Calendar (Cost)
Calendar			
Participation Rates			
Percent Regular Ed 70	FTE 1	ADE 0.960	
Participation Days			
Regular Days Enrolled 167	Total Days Enrolled 167	Update Days	
Regular Days Session 174	Total Days Session 174		
Costs			
ADE Cost 25000	Education Cost 24000	Transportation Cost 0.00	

KEY COMPONENTS OF CLAIMS

ISBE 50-66A



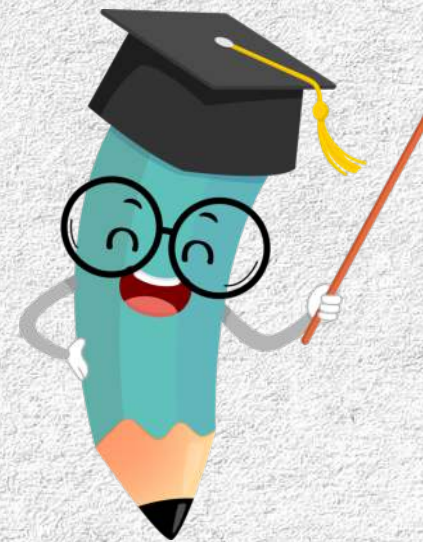
Tuition Cost
Sheet

ISBE S50-66B



Pupil
Documentation

ISBE P50-66B



Personnel
Documentation

ISBE 50-66C



Claims
Computation and
Tuition Costs

ISBE 50-66D



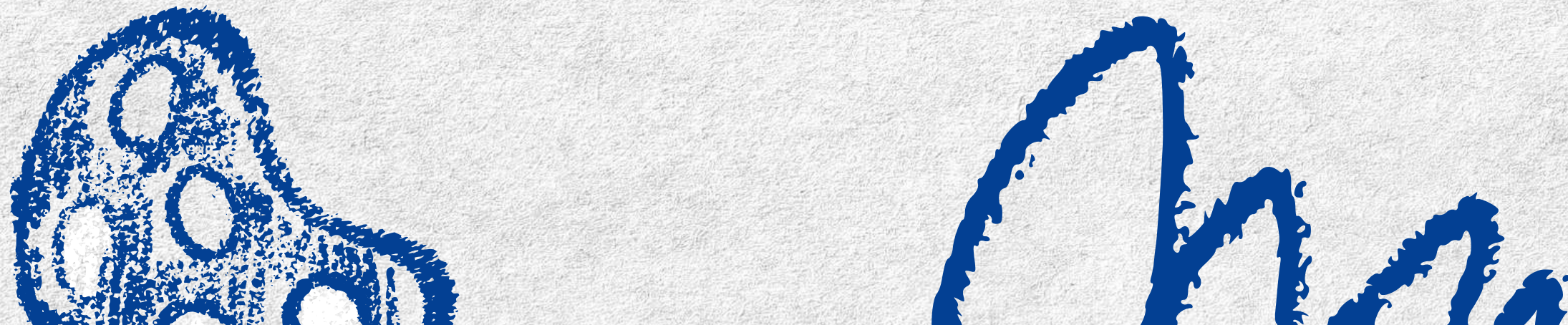
Depreciation
Schedule

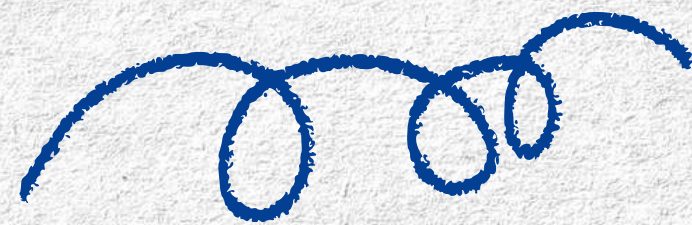
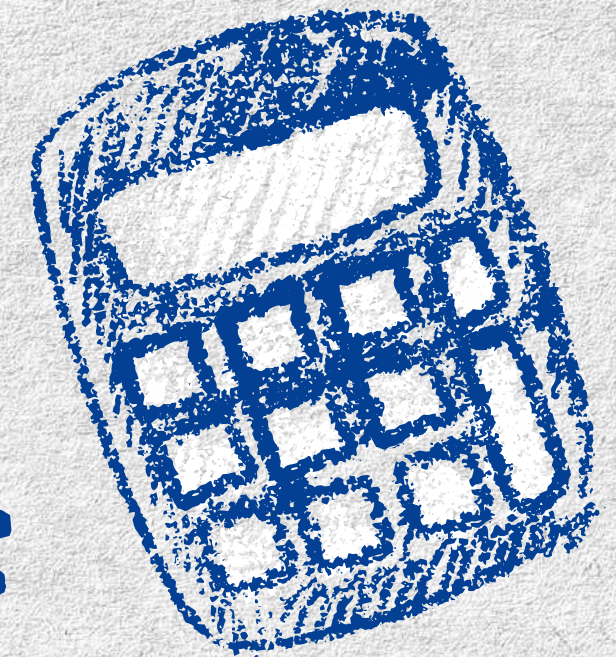


PROGRAM METHOD OF COMPUTING DAYS

Program - filing a claim for an entity that has a public calendar

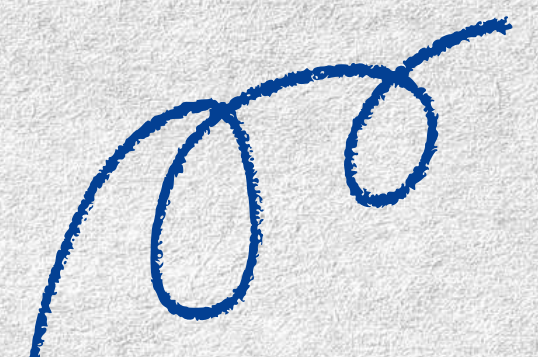
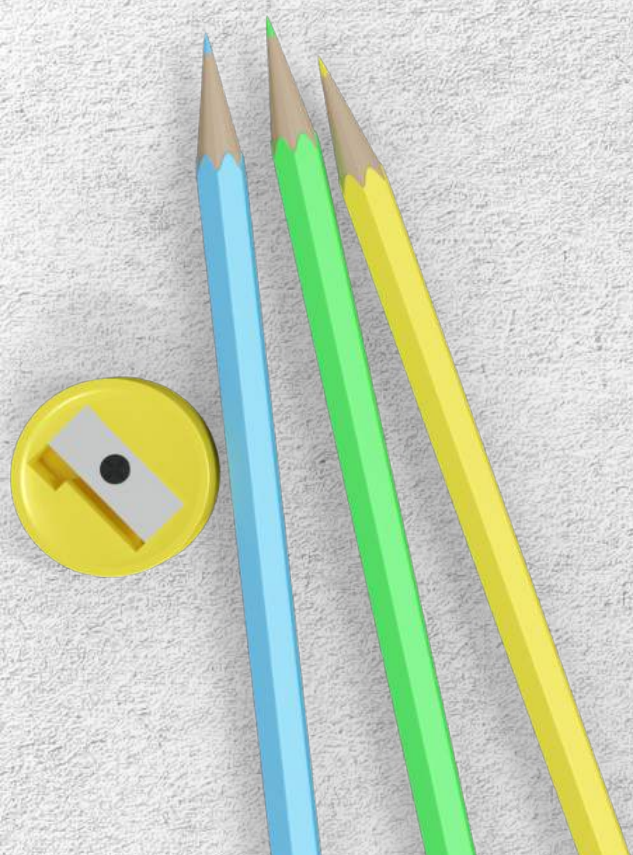
- Special Education Cooperative
- Public School District
- COST IS UNKNOWN!!





PROGRAM METHOD OF COMPUTING DAYS

- I-Star Plus generates 50-66A, 50-66B, and 50-66C reports
- Student claims calculations are done in I-Star Plus automatically
- Fields will auto-fill on the student record based on calculations
- All reports including cost sheets will be saved and archived in I-Star Plus for each school year





PROGRAM METHOD OF COMPUTING DAYS

What is a Program (Cost Center)?

A combination of special education instructional services, supportive service supplies, materials, physical plant adjustments, and other special educational facilities designated by a local education agency as meeting the common educational needs of a group of students with disabilities.

--Section 130.10 according to the Reimbursement Procedures for Students with Disabilities

What is the purpose of a Program (Cost Center)?

Determine the cost per pupil for special education tuition to claim for students that are Fund Code E and/or X.



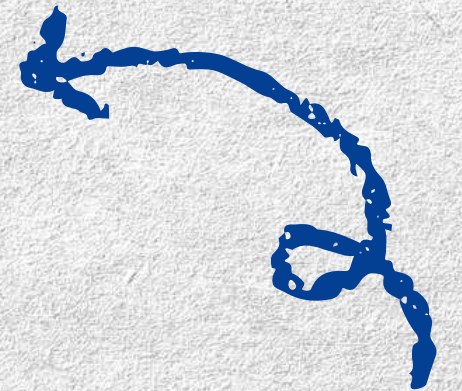


- Total school or district-wide program structures should be utilized with caution.
- Blended Classrooms cannot be claimed as programs, but co-taught are acceptable.
- Early Childhood/PreK students should never be combined with KG-12 students to form a program. They are not entitled to Regular Education per cap.
- Do not create Speech Only programs.



TO DO...

- Create Programs
- Per Caps -> Released by ISBE
- Verify salary data is entered
- Add Personnel records to the program
- Verify Student claims data is entered (individual and/or transportation costs)
- Add Student records to the program
- Recalculate days on the S50-66B
- Complete the 50-66A
- Recalculate program
- Review / Print Reports



CREATE PROGRAM

Utilities ▾ Resources ▾

- Edit Checks
- Maintain
- Case Load Definition
- Custom Events
- Custom Notes
- Program Definition**

Program Search

School Year: 2025-2026

Program Name:

Preparing District:

Search... Showing 0 to 0 of 0 entries

Delete	School Year	Program Name	Net Cost Per ADE	Preparing Entity	Preparing RCDT	Begin Date	End Date

No data available in table

Show 50 entries

Previous Next



CREATE PROGRAM

Add Program Definition ✕

School Year 2026	Program Name 2025-2026 HBug Test Program	<input type="checkbox"/> Allow Districts to assign students
Preparing District Harrisburg CUSD 3	Calendar Harrisburg CUSD 3 - 20083003026	
From Date 08/13/2025	To Date 05/20/2026	Reload Calendar
Per Cap to Use Preparing District	Per Cap RCDT 20-083-0030-26	Per Cap Amount 13002
Contact Last Name Noelle	Contact First Name Sarah	Contact Phone (800) 635-5274

Updated by:
Created by:

Save **Close**



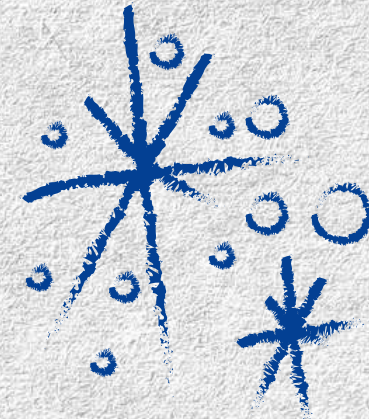
CREATE PROGRAM PER CAP TO USE

Per Cap to Use Other	Per Cap Amount
Preparing District Other	Contact First Name Sarah
Resident District	

- Preparing District - for billing purposes only
- Other - for temporary use before per caps are released or to run projections and/or estimated reimbursement calculations
- Resident District - used for all claims

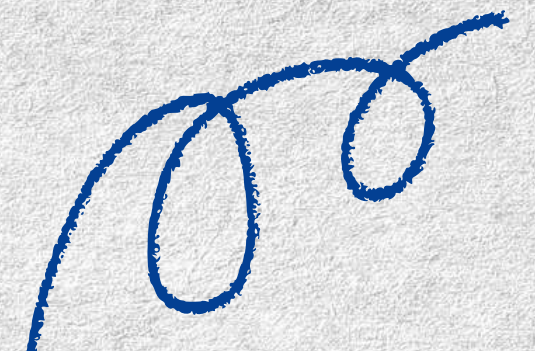


STUDENT CLAIM DATA ENTRY



Manual	Calendar	Program	Calendar (Cost)
Program 2025-2026 HBug Test Program			
<input type="checkbox"/> Show Coop Programs			
Participation Rates			
Percent Regular Ed 94	FTE 1	ADE 0.500	
Participation Days ↻ Update Days			
Regular Days Enrolled 85	Total Days Enrolled 85		
Regular Days Session 170	Total Days Session 170		
Costs			
ADE Cost 0.00	Cost Per Pupil 0.00	Transportation Cost 0.00	
Equipment Cost 0.00	Aide Cost 0.00	Contract Cost 0.00	

Please Note: If a student has Related Service 25 on IEP and Approval record, 100% of special transportation can be claimed for Fund Code E and F, 20% for Fund Code X.



ADD STUDENT RECORDS TO THE PROGRAM

Students

Search: _____ Showing 1 to 1 of 1 entries

Actions	Pupil	SIS Id	Resident District	Fund Code	Begin Date	End Date	Days Enrolled	Days Session	ADI	% Special Ed	Special Ed ADI	Aide Cost	Equip Cost	Contract Cost

Student Search

Resident District: Harrisburg CUSD 3

Serving School: _____

Contract: _____

Teacher: _____

SIS Id: _____

Last Name: _____

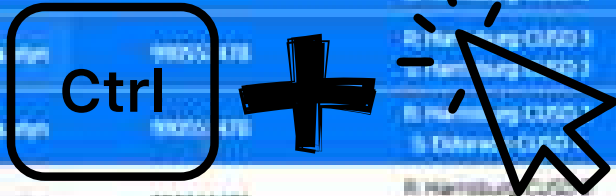
Grade: _____

Disability: _____

Search: _____ Showing 1 to 50 of 525 entries

Search: _____ Showing 1 to 50 of 432 entries (3 rows selected)

Pupil	SIS Id	Districts	Fund	Approval Term	Claim Term	Begin Date	End Date	Program Name	Student ADI	Enroll Status	Tuition Bill
Adams, Demetrius	990632161	Harrisburg CUSD 3	A	R	R	06/15/2025	06/24/2025	2025-2026 Hflag Best Program	0.00	N	None
Adams, Demetrius	990532178	Harrisburg CUSD 3	U	R	R	08/01/2025	01/01/2026		0	A	None
Adams, Demetrius	990532178	Harrisburg CUSD 3	A	R	R	08/01/2025		2025-2026 Hflag Best Program	0	N	None
Adams, Demetrius	990532478	Harrisburg CUSD 3	A	R	R	01/08/2026			0	N	None



ADD PERSONNEL RECORDS TO THE PROGRAM

Personnel (PS0668)

Search...

Personnel Search

Search Multiple

District: Hamburg CUSD 3

First Name: _____ Last Name: _____ Gender: _____

Search Single

IEIN: _____

Search...










Showing 0 to 0 of 0 entries

Showing 1 to 30 of 75 entries | rows selected

IEIN	Name	Gender	Ethnicity	District	Spec Ed H	Work Assignments
1017	Michelle	Female	Unknown	Hamburg CUSD 3	C	AA6
2554	Demetrius	Female	White	Hamburg CUSD 3	A	LB1
2555	Demetrius	Female	White	Hamburg CUSD 3	A	LB1

Ctrl +

ADD PERSONNEL RECORDS TO THE PROGRAM

Actions	Personnel	IEIN	Spec Id	Function
 	Gray, DemoHetty	247885	A	 1200
 	Ramirez, DemoHailey	80917	C	 1200
 	Scott, DemoDior	215549	A	 1200

ILLINOIS STATE BOARD OF EDUCATION

Edit Approval

Special Ed Id: C-Paraprofessional Staff, Regular FTE: 1.000

Code	Assignment	Work Assignment Status	Regular FTE
PA6	Program Aide (KG-12)	Qualified	0.00

Salary Data

Note: Salary fields are not required to be completed if personnel are being reported for approval only (not included on a program).

Local Salary	Reg Other Salary	Total Federal Offsets
22000	100	100

Total Salary: 22200

Evidence Based Funding: 3500

Personnel Data Errors

Updated by: ISTAR Rollover 08/04/2025 08:33:50 AM
Created by: ISTAR Rollover 08/04/2025 08:33:50 AM

[Check Errors](#) [Close](#)

- Copy
- Download CSV File
- Download Excel File
- Download PDF File
- Print Personnel Worksheet



50-66A

Program Definition 1 EntityID: 4240-4240 RCDS: 2000000026-0000 User: IntraPlus Bug Real User: snoelleca? Unimpersonate Environment: Training-SPRWEBQA 10:20

Show Search ⌵ ⌵ ⌵

Program Definition ⌵

Program Definition ✎

School Year:	2026	Contact:	Sarah Noelle	✎
Name:	2025-2026 HBug Test Program	Phone:	8006355274	
District:	Harrisburg CUSD 3	Calendar:	20-083-0030-26 - Harrisburg CUSD 3	
Per Cap to Use:	Preparing District	Dates:	08/13/2025 - 05/20/2026	
Per Cap Amount:	13002.0	Attend Days:	174	
District can assign students:	No	Total Cost per 1.0 ADE:	<input type="text"/>	📱

Cost Sheet (5066A) ⌵

No Cost Sheet found +



50-66A

Cost Sheet Data

School Year

2026

Program Name

2025-2026 HBug Test Program

1. Total ADE

3.611



2. Days In Session Program

174



3. Total Sped Students

336



4. Total District Students

1782



5. Days In Session District

174



6. Per Capita Tuition

13002



50-66A

Expenditures ^

Normal Expenditures Undo ↶ Load ↶ Copy ↶

Line #	Function	Special Ed	Regular Ed	Cost Acct	Total
7	1200 - Instruction	141800		<input type="checkbox"/>	141800
8	2112 - Attendance		0	<input type="checkbox"/>	0
9	2113 - Social work Services		0	<input type="checkbox"/>	0
10	2120 - Guidance Services		328436	<input type="checkbox"/>	666
11	2130 - Health Services		188178	<input type="checkbox"/>	381
12	2140 - Psychological Services		0	<input type="checkbox"/>	0
13	2150 - Speech Pathology and Audiology Services		0	<input type="checkbox"/>	0
14	2210 - Imprv. of Instruction		33905	<input type="checkbox"/>	69
15	2220 - Educational Media Serv.		271352	<input type="checkbox"/>	550



50-66A

16	2310 - Board of Education Serv.		11688	<input type="checkbox"/>	24
17	2320 - Executive Administration		2480	<input type="checkbox"/>	5
18	2330 - Special Area Admin.		0	<input type="checkbox"/>	0
19	2410 - Office of Principal		1574169	<input type="checkbox"/>	3190
20	2510 - Direction of Business		182604	<input type="checkbox"/>	370
21	2520 - Fiscal Services		0	<input type="checkbox"/>	0
22	2570 - Internal Services		0	<input type="checkbox"/>	0
23	2600 - Support Serv. - Central		0	<input type="checkbox"/>	0


Other Expenditures

Line #	Function	Special Ed	Regular Ed	Cost Acct	Total
24	2110		46050	<input type="checkbox"/>	93

24. Enter other function



50-66A

\$ Depreciation Operation and Maintenance		
25. Equipment Depreciation 0		26. All 2540 Expenditures 2227136
27. District-Owned Classrooms 137		28. Cost per classroom 16256
29. District Classrooms Program 2	x Line 28 =	Total classroom cost 32512
30. Depreciation / Rent Depreciation (Line 1 * \$200)	Rent Amount	Depreciation / Rent Cost 722
31. Other Expenditures Desc		31. Other Expenditures Amt 0
32. Total Expenditures 180382		



50-66A

\$ Offsets

33. Evidence Based Funding - Personnel
21500

34. Total Federal Offsets
500

34 A. Other State and Federal
300

35. Total Offsets
22300



\$ Net Expenditures

36. Line 32 minus (-) line 35
158082

37. Line 36 divided (/) by line 1 (total cost per 1.0 ADE)
43778

Updated by:
Created by:



✓ Save

Close



RECALCULATE PROGRAM

Contact: Sarah Noelle
Phone: 8006355274
Calendar: 20-083-0030-26 - Harrisburg CUSD 3
Dates: 08/13/2025 - 05/20/2026
Attend Days: 174

Total Cost per 1.0 ADE:

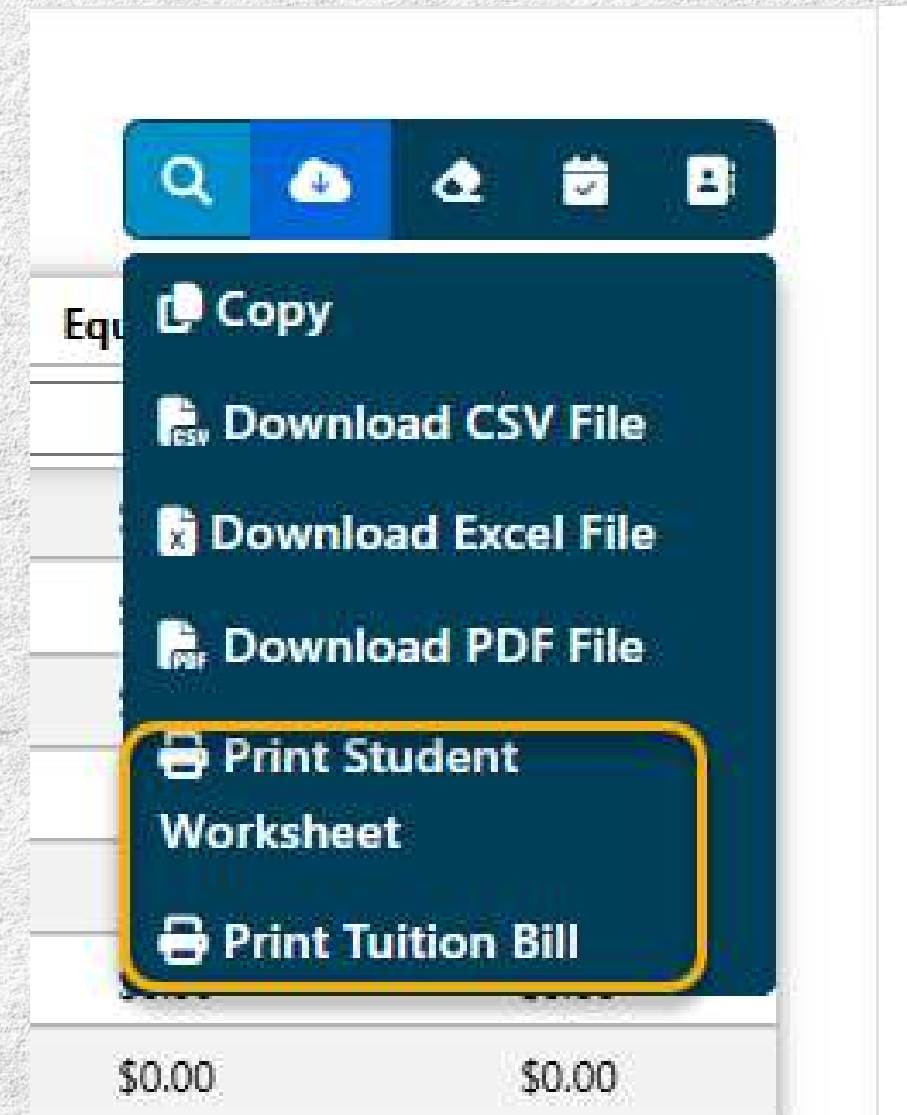
43778



Net Cost per 1.0 ADE

\$43,778

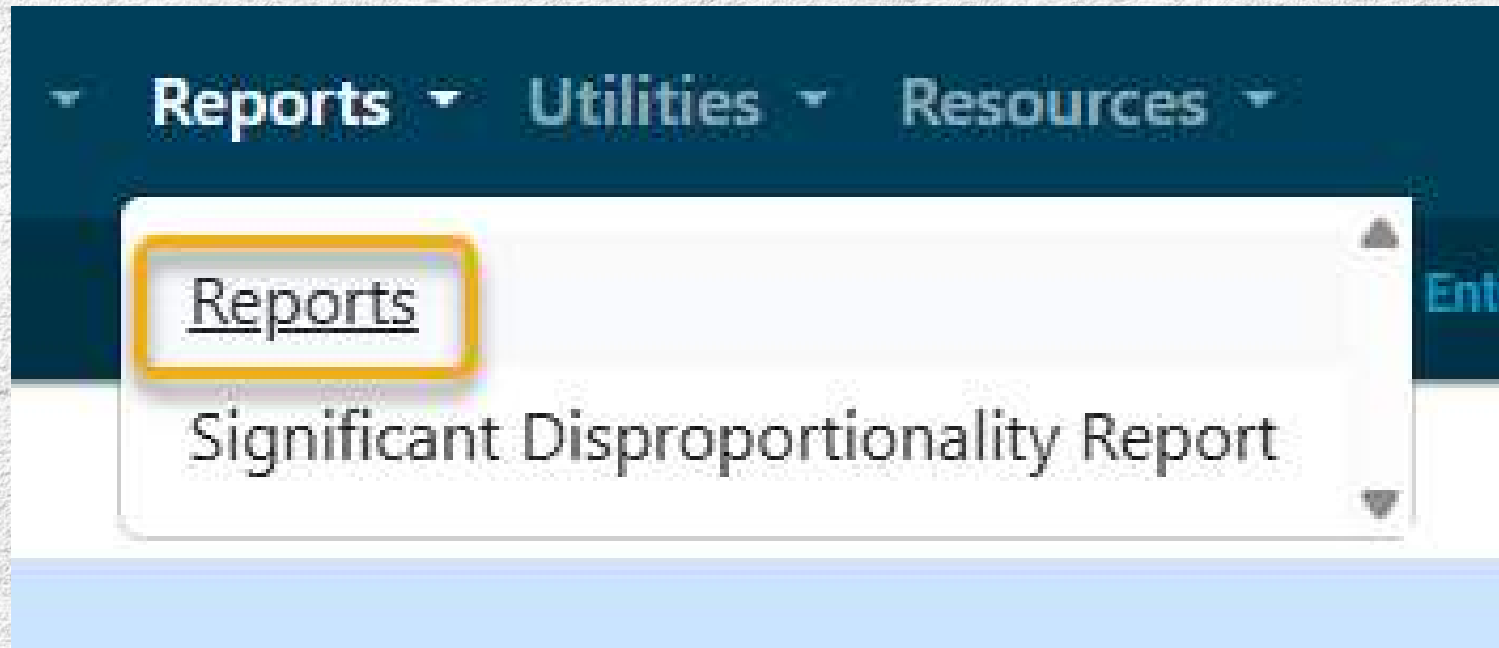
PRINT 50-66C



The screenshot shows a context menu with the following options: Copy, Download CSV File, Download Excel File, Download PDF File, Print Student Worksheet (highlighted with a yellow border), and Print Tuition Bill. The menu is overlaid on a table with columns for 'Equ' and '\$0.00'.



REPORTS



1-Star Plus Student Residential Personnel Data Collection Reports Utilities Resources

Reports 1

Report Type: Student

Report Category: Student Reimbursement / Claims

Showing 1 to 3 of 3 entries

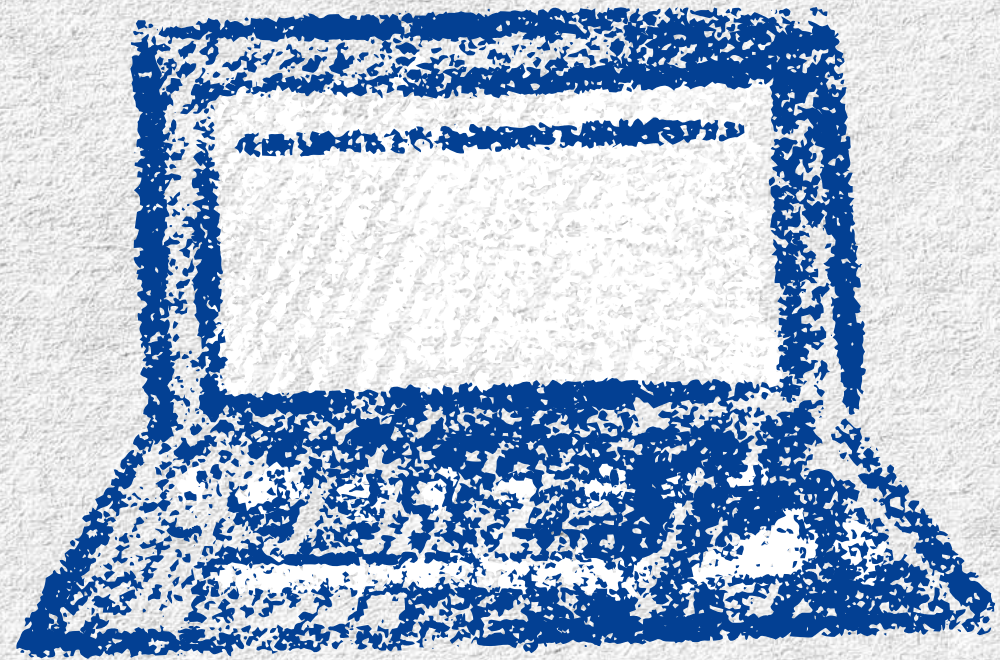
Actions	Report Name	Description
	Student Reimbursement by Fund	Reimbursement estimates with claim details for both regular & summer term orphanage (Fund D,L,F) claims, private facility(Fund B) claims, Excess Cost(Fund X) claims. Grouped by district.
	Computation Sheets by Payment Type	Output to PDF Recommended - End of year computation sheet for private facility (Fund B), Orphanage(Funds D, E, F for regular and summer term) and Excess Cost(Fund X) claims. Available after reimbursements are approved by ISSE.
	Student Tuition Summary Page	Grouped by resident district and by serving district. Lists education costs for "out of district" students.

Show 50 entries

Previous 1 Next



SUPPORT



Contact Us

- ☎ 800-635-5274
- 🌐 support@hbug.k12.il.us
- ✉ www.hbug.k12.il.us

