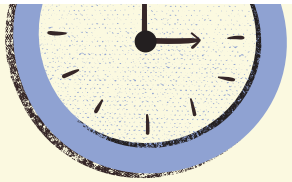
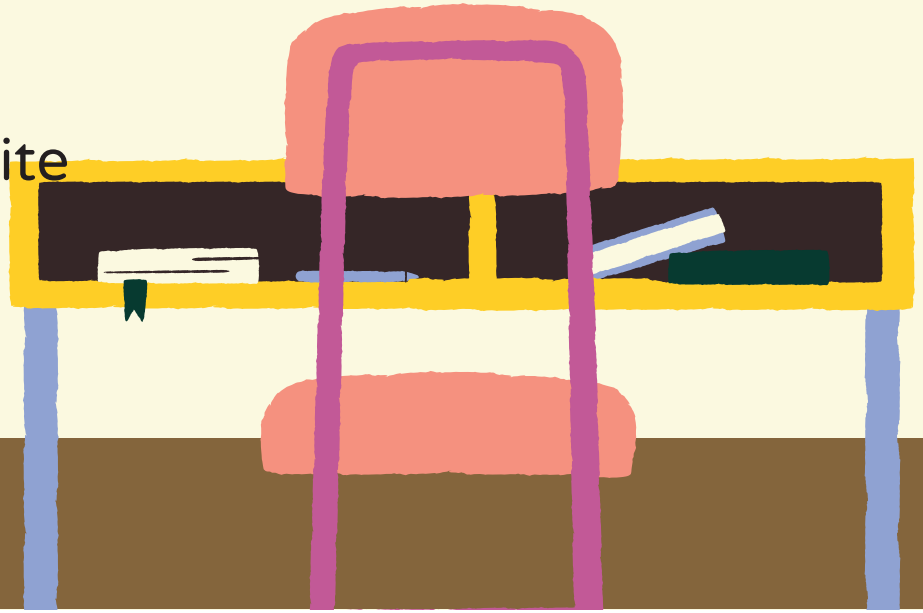
End of Year in I-Star
Presented by Harrisburg Project

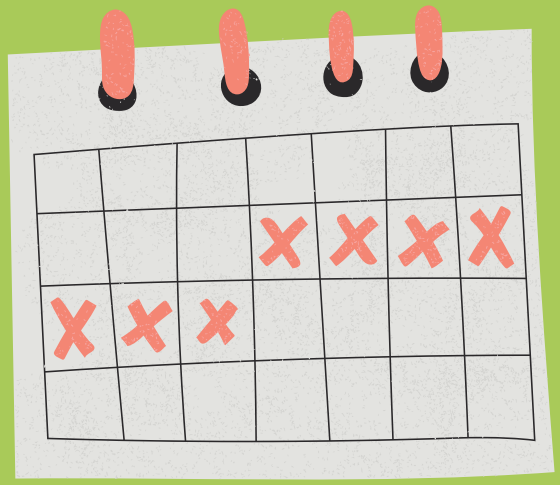
Topics...



- Dates to Remember
- Approval Due Date
- End Dates and Reasons for Exit
- End/Adds
- Age Related Errors
- Warnings/Errors
- Error Reports
- Harrisburg Project Website
- Support



Dates to Remember



June 15, 2022

- Regular Term Orphanage Claim (Fund Codes DEF) Due

June 30, 2022

- Personnel Approval Due
- Personnel salaries may be entered after June 30 for student claim purposes.

July 15, 2022

- Excess Cost (Fund Codes X and J) Due

Approx. August 1, 2022

- Automatic Rollover in I-Star

August 15, 2022

- Regular and Summer Term Private Facility Claim (Fund Code B) Due

Final Approvals

Orphanage Fund Code Regular Term will be locked after June 15, 2022 for additions:

- Fund Code D - Private Residential
- Fund Code E - Orphanage
- Fund Code F - Private Facility Orphanage

Fund Codes locked after July 15, 2022 for additions:

- Fund Code A - IDEA Child Count
- Fund Code H - Philip J. Rock Center
- Fund Code J - Private Residential / Public Education
- Fund Code K - Nonpublic -- Dually Enrolled
- Fund Code L - Nonpublic -- Not enrolled
- Fund Code P - Home-Schooled -- Not enrolled
- Fund Code X - Excess Cost

End Date and Reason for Exit

01 - Graduated

02 - Graduated

with certificate of fulfillment of IEP

03 - Reach Max Age

(through 22)

08 - Moved

from elementary to high school district

13 - Completed

requirements for General Education Diploma

End Dates and Reasons for Exit

Public Calendar

www.hbug.k12.il.us -> Resources -> ISBE Links -> ISBE Public School Calendar Inquiry

DO NOT....

end all records in I-Star. I-Star is not like SIS. Only records that should not be in the next school year should be ended.

End/Adds

What is an End/Add in I-Star?

1. The End/Add function asks for an End Date and Reason for Exit for existing record
2. A new record that matches the existing record is created
3. The Begin Date on the new record defaults to one day after the End Date entered
4. This function is used when a student has a change to their IEP

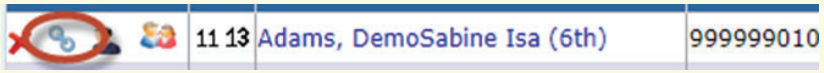
** Some examples are placement, related service and/or disability changes

End/Adds

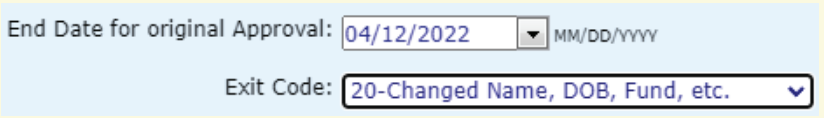
How can using the End/Add function help me prepare for the 2022-23 school year?

If changes discussed in meetings are immediate:

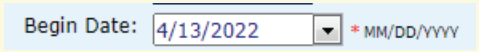
- Click End/Add



- Enter End Date in current school year
- Enter Reason for Exit 20

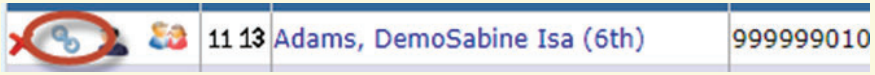


- Keep default Begin Date in current school year

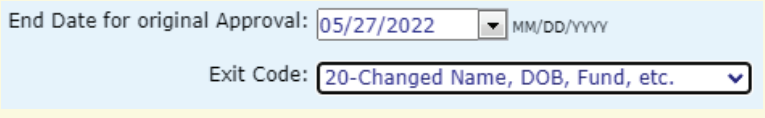


If changes discussed in meetings are effective next school year (2022-23):

- Click End/Add



- Enter End Date in current school year (last day of school)
- Enter Reason for Exit 20



- Enter Begin Date in next school year

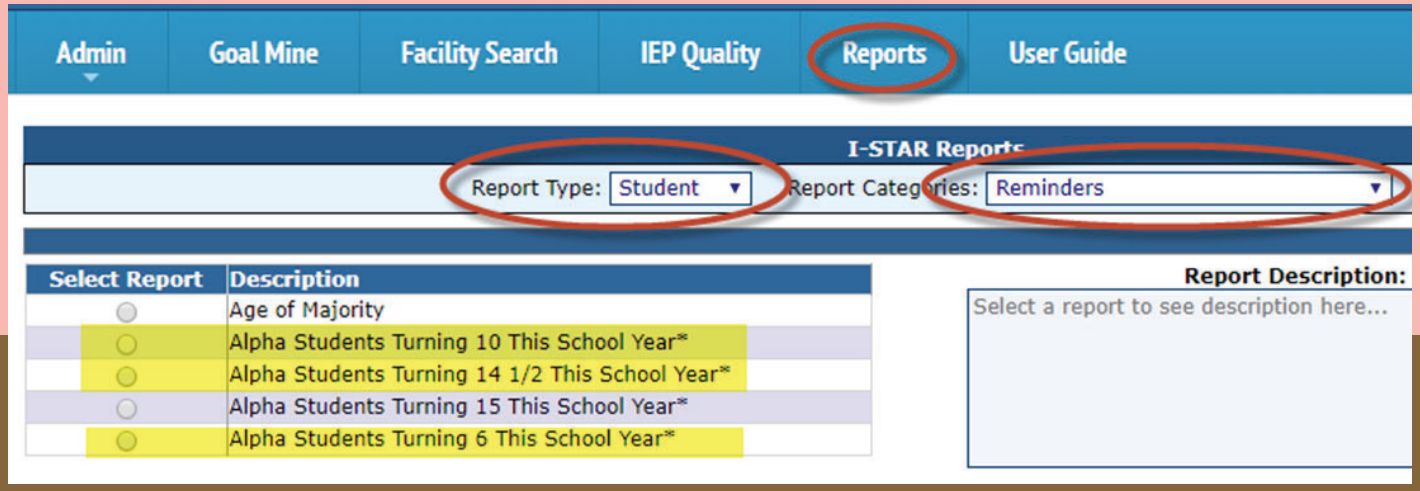
Age Related Errors

Students Turning 10 (Disability N)

- Perform End/Add. New record will have new Disability code.

Student Turning 14 1/2 (excluding Fund LPNU)

- Complete Indicator 13 Transition form



Warnings/Errors vs. Approved/Disapproved

Errors/Disapproved records must be corrected by Snapshot Date!!!!

Warnings = Approved

Edit Results
(W-121) the disability code N will become invalid when this student turns 10 years old on 04-06-2022

Errors = Disapproved

Edit Results
(F-005) Private Facility is NOT an approved facility.
(F-016) Disability and/or Gender Code does NOT match Private Facility Approval.
(F-051) No matching Student Enrollment found in SIS for serving RCDT
(F-114) Indicator 11 Data Missing For This Student

Error Reports

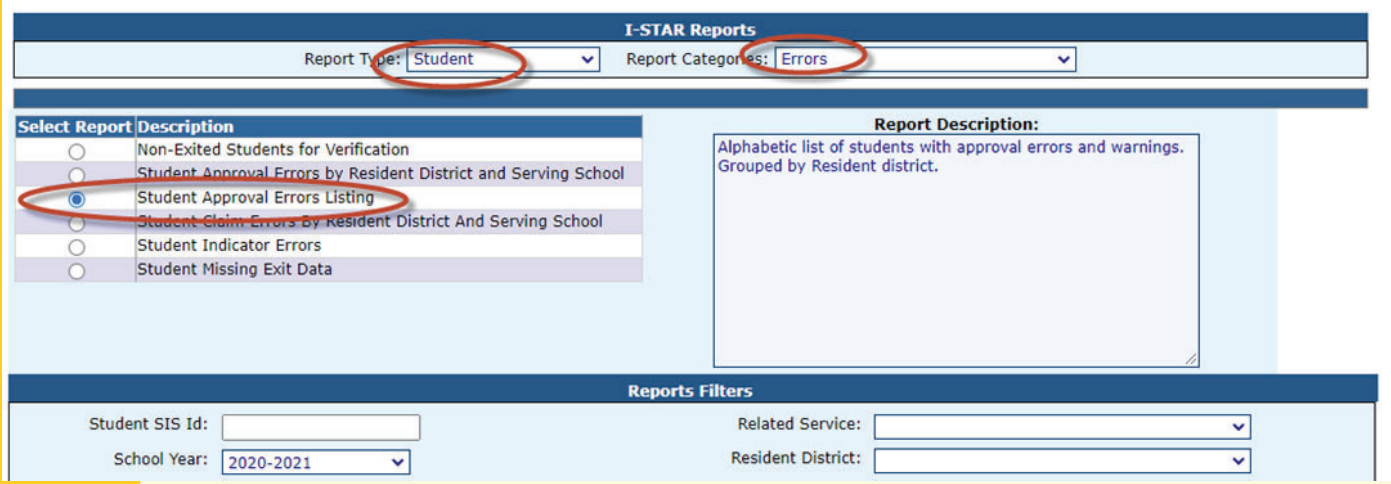
To run a report with all errors:
Reports -> Application Reports

Select Type:
Student

Select Report Categories:
Errors

Select:
Student Approval Error Listing

Click:
Run and/or Export Report



I-Star Resource Website

www.hbug.k12.il.us

Thank you!

For Support Contact
Harrisburg Project
(800) 635-5274
support@hbug.k12.il.us