

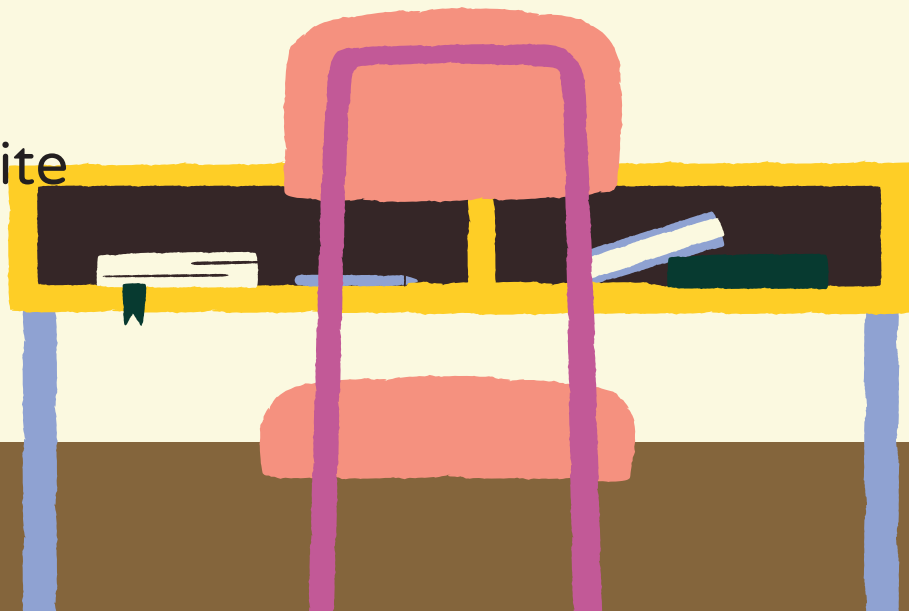
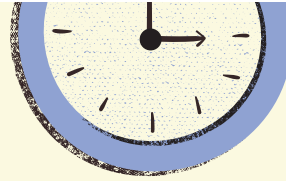


# End of Year in I-Star

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

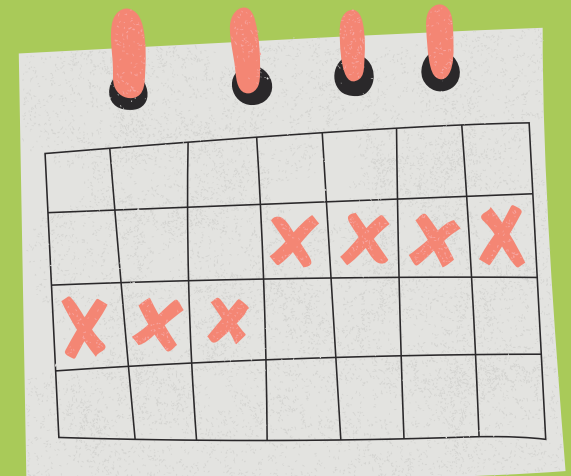
- Excess Cost (Fund Codes X and J) Due

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](http://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

		11 13	Adams, DemoSabine Isa (6th)	999999010
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- Enter End Date in current school year
- Enter Reason for Exit 20

End Date for original Approval:  MM/DD/YYYY



Exit Code:

- Keep default Begin Date in current school year

Begin Date:  \* MM/DD/YYYY

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

- Click End/Add

		11 13	Adams, DemoSabine Isa (6th)	999999010
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- Enter End Date in current school year (last day of school)
- Enter Reason for Exit 20

End Date for original Approval:  MM/DD/YYYY

Exit Code:

- Enter Begin Date in next school year

Begin Date:  \* MM/DD/YYYY





# 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



Admin Goal Mine Facility Search IEP Quality **Reports** User Guide

I-STAR Reports

Report Type: Student Report Categories: Reminders

Select Report	Description
<input type="radio"/>	Age of Majority
<input type="radio"/>	Alpha Students Turning 10 This School Year**
<input type="radio"/>	Alpha Students Turning 14 1/2 This School Year**
<input type="radio"/>	Alpha Students Turning 15 This School Year**
<input type="radio"/>	Alpha Students Turning 6 This School Year**

**Report Description:**  
Select a report to see description here...

# Warnings/Errors vs. Approved/Disapproved

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

*Warnings = Approved*

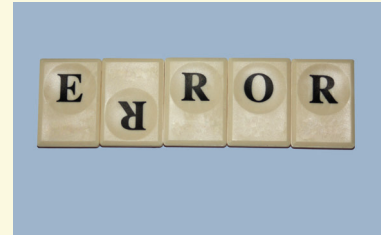
Edit Results
(W-121) the disability code N will become invalid when this student turns 10 years old on 04-06-2022



*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 Reports															
Report Type: Student	Report Categories: Errors														
<table border="1"><thead><tr><th>Select Report</th><th>Description</th></tr></thead><tbody><tr><td><input type="radio"/></td><td>Non-Exited Students for Verification</td></tr><tr><td><input type="radio"/></td><td>Student Approval Errors by Resident District and Serving School</td></tr><tr><td><input checked="" type="radio"/></td><td>Student Approval Errors Listing</td></tr><tr><td><input type="radio"/></td><td>Student Claim Errors by Resident District And Serving School</td></tr><tr><td><input type="radio"/></td><td>Student Indicator Errors</td></tr><tr><td><input type="radio"/></td><td>Student Missing Exit Data</td></tr></tbody></table>	Select Report	Description	<input type="radio"/>	Non-Exited Students for Verification	<input type="radio"/>	Student Approval Errors by Resident District and Serving School	<input checked="" type="radio"/>	Student Approval Errors Listing	<input type="radio"/>	Student Claim Errors by Resident District And Serving School	<input type="radio"/>	Student Indicator Errors	<input type="radio"/>	Student Missing Exit Data	<p><b>Report Description:</b> Alphabetic list of students with approval errors and warnings. Grouped by Resident district.</p>
Select Report	Description														
<input type="radio"/>	Non-Exited Students for Verification														
<input type="radio"/>	Student Approval Errors by Resident District and Serving School														
<input checked="" type="radio"/>	Student Approval Errors Listing														
<input type="radio"/>	Student Claim Errors by Resident District And Serving School														
<input type="radio"/>	Student Indicator Errors														
<input type="radio"/>	Student Missing Exit Data														
<b>Reports Filters</b>															
Student SIS Id: <input type="text"/>	Related Service: <input type="text"/>														
School Year: 2020-2021	Resident District: <input type="text"/>														

# I-Star Resource Website

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

Questions? [support@hbug.k12.il.us](mailto:support@hbug.k12.il.us) - (800) 635-5274

**I-Star**

Home | ISBE | IWAS | Resources | Events | iLEAF | Recent Updates to I-Star | Contact Us

**NEW 2021-2022 Claims Training is now available!**

### Hot Topics

- Want Customized Training? Register Now!
- NEW! Claims Pre-Game
- Commonly Questioned I-Star Error Codes and Descriptions
- How to Access Indicator 14

### Manuals & Guides

- I-Star User Guide (updated 2/15/2022)
- Harrisburg Project Newsbriefing Archive
- Students with Disabilities Data Collection and Approval Instructions (September 2021)
  - Changes in Students with Disabilities Data Collection and Approval Instructions (September 2020 vs September 2021)
- Special Education Personnel Data Collection and Approval Instructions (January 2022)
  - Changes in Special Education Personnel Data Collection and Approval Instructions (July 2021 vs January 2022)
- Students with Disabilities Claim and Reimbursement Instructions (June 2021)
  - Changes in Students with Disabilities Claim and Reimbursement Instructions (April 2020 vs June 2021)
- Special Ed Data Life Cycle
- Fund Code N Flow Chart

[Order Manuals](#)

### Upcoming Deadlines

- May 1, 2022**
  - SPP 14 Survey Opens
- May 16, 2022**
  - Pre March 2 YIC Due
- June 15, 2022**
  - Fund DEF R Term Due
- June 30, 2022**
  - Personnel Approvals Due
- June 30, 2022**
  - Fund DEF R Term Approval Corrections Due
- July 15, 2022**
  - Fund XJ Approvals Due
- July 29, 2022**
  - All Funds Approvals Due (Excluding Fund B)
  - Fund DEF R Term Claims Due
  - Fund XJ Claims Due

[ISBE Due Dates Calendar](#)

### HBUG on YouTube

- Summer Term Orphanage Claim 10/14/2021 (16:13)
- CASE LOAD DEFINITION (22:09)
- Case Load in I Star 10/5/2021
- Adding Event Notices (19:22)
- Events in I-Star 9/30/2021

[www.hbug.k12.il.us](http://www.hbug.k12.il.us)



# Thank you!

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