



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

AUGUST 12, 2013

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August Transmission Due Dates

There are 4 working days remaining until the August 15th reimbursement transmissions:

- Personnel Approval - FINAL
- Personnel Reimbursement
- Private Facility Claim - (Fund B)
- Excess Cost Claim - (Fund J, X)

You may send your file as many times as necessary until the end of business Thursday, August 15th. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

The recorded Claims Webinars and notes are available on our website if you need assistance with the above claims. They can be found by clicking the link below:

[Claims Trainings](#)

Start New Year Deadline August 18th

Start New Year is required beginning on August 18th. Access to *iePoint*> will be denied if you do not complete *Start New Year* when prompted. Only an *iePoint*> *Manager* can complete *Start New Year*.

We highly recommend that you review the *Start New Year* Instructions and/or video prior to completing this process. To access the training information simply click the links below:

[Start New Year - Video](#)

[Start New Year Instructions](#)

On August 18th, *DATA2014* will become the default school year and the screen will be **WHITE**. School year 2013 will become the **RED** screen. To switch between the school years, select File -> Change School Year, then select the data year that you would like to view and click OK.

Dates to Remember

August 12, 2013 - Harrisburg Project returns to normal office hours of Monday - Friday 8:00 AM - 4:00 PM

August 15, 2013 - Pupil Reimbursement Claims (Fund Codes X and J; B); Final Personnel Approval and Reimbursement

August 18, 2013 - Deadline to have *Start New Year* Completed



Inside this Issue . . .

August Transmission Due Dates	1
Start New Year Deadline August 18 th	1
Director's Conference	2
Event Registration	2

Directors' Conference

Thanks to all who stopped by our table at Directors' Conference. We enjoyed seeing everyone!

Event Registration

Registration for all events, both online and at location, may now be found at the following link:

[Event Registration](#)

Date	Location	Name	Time	Notes
8/13/13	Online	Start New Year	9:00 AM - 10:00 AM	Notes

Please Note: If you are unable to attend a training in which you have registered, please refer to your registration email and click “cancel your registration” found at the bottom of the

Important Notice:

Please do not include any student or personnel information in e-mail and voicemail communications with Harrisburg Project. We also ask that clients refrain from sending any e-mail attachments containing sensitive information.