

FACTS & Personnel Approval Due March 7th

Permissions are now on for the next required *FACTS* and *Personnel Approval* Transmissions that are due Friday, March 7, 2014.

Be sure to *Refresh Common Data* and *Check Data Validity* frequently in order for *iePoint* > 2014.1.2 to have the most up-to-date information.

Don't wait until the last minute, transmit your data once it is error free! Remember, you can transmit your data as many times as necessary until the end of business Friday, March 7th.

If you are a member of a Super Site, your Super Site may have designated an earlier due date.

IAASE

Harrisburg Project will be attending the IAASE Winter Conference in Springfield on February 20th. We are looking forward to seeing everyone. Be sure to stop by our table to get answers to any of your questions regarding *iePoint* > and I-Star.

Updating the Official School Calendar

Winter weather has greatly affected many school districts in the state. These additional snow and Act of God days will impact the school days calculation for Indicator 11 compliancy. If you are receiving the error that the 60 day timeline has not been met due to these snow days, the district superintendent must update the school calendar via ISBE's District Calendar IWAS application. Once these changes have been made to the official school calendar, *iePoint* > will download the new calendars and re-calculate the number of school days. You can view a copy of your district calendar in *iePoint* > by selecting Forms -> Calendars.

Dates to Remember

March 3, 2014 - Office Closed in observance of Pulaski Day

March 7, 2014 - Required *FACTS* & *Personnel Approval* Transmissions

April 18 - 21, 2014 - Office Closed for Easter Break



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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
2/25/14	Online	Preparing to Transmit - March 7 th	10:00 AM - 11:00 AM
3/04/14	Online	Preparing to Transmit - March 7 th	10:00 AM - 11:00 AM
3/17/14	Online	<i>iePoint</i> > Claims Training	9:00 AM - 11:00 AM
3/18/14	Online	<i>iePoint</i> > Claims Training	1:00 PM - 3:00 PM
3/19/14	Online	<i>iePoint</i> > Claims Training	9:00 AM - 11:00 AM

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 email.

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.