



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

OCTOBER 6, 2014

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

FACTS & Personnel Approval Due Friday, Oct. 10th

There are 4 working days remaining until the October 10th *FACTS* and *Personnel Approval* transmissions.

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, October 10th. If you are member of a Super Site, your Super Site may have designated an earlier due date.

IWAS Authorization Deadline

The deadline for completing the IWAS Authorization is Thursday, October 9th. If you are still receiving IWAS Authorization errors, contact the District Superintendent and request that they login to their IWAS account and complete the authorizations.

Once the IWAS Authorization has been completed, be sure to *Refresh Common Data* daily to check for updated information. Remember, there is a 24-48 hour turnaround time for a completed IWAS Authorization to show up in *iepoint*.

Summer Orphanage Permissions on - Due Nov. 3rd

Permissions are now on to transmit the 2013-2014 Summer Orphanage claim. The Summer Orphanage claim is due by the end of business Monday, November 3rd. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

Remember, this is the final transmission from *iepoint* > 2014.1.5 DATA2014.

Dates to Remember

October 10, 2014 - *FACTS* and *Personnel Approval/Transmissions*

October 13, 2014 - Office Closed in Observance of Columbus Day

November 3, 2014 - Summer Orphanage (Funds D, E, F) Reimbursement Transmission

November 4, 2014 - Office Closed for Election Day



Inside this Issue . . .

FACTS & Personnel Approval Due Friday, Oct 10th 1

IWAS Authorization Deadline 1

Summer Orphanage Permission on - Due Nov. 3rd 1

FACTS Not Reported vs FACTS Transmitted to ISBE 2

Event Registration 2

FACTS Not Reported vs FACTS Transmitted to ISBE

Two reports are offered during the ISBE Reporting process: ‘FACTS Not Reported’ and ‘FACTS Transmitted to ISBE’.

There are three reasons why a student may appear on ‘FACTS Not Reported’.

- The *FACTS* Begin Date is after December 1st
- The *FACTS* End Date is before December 1st
- The ‘Include in *FACTS Approval*’ box is unchecked

‘*FACTS Approval* Transmitted to ISBE’ details all *FACTS* records that are transmitted to ISBE. All current year *FACTS* records are transmitted to ISBE (unless ‘Include in *FACTS Approval* box’ is unchecked) to ensure that all Exit Data is reported.

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
10/07/14	Online	Preparing to Transmit - October 10th	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 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.