



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

NOVEMBER 30, 2016

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

December 1 Child Count Process

Per the recent ISBE Memo: “All local education agencies (LEAs) should continue work to ensure that all students with disabilities are entered and approved for the State’s special education count on December 1. However, all LEAs have until **JANUARY 31, 2017** to complete any additions, deletions or changes to the records that will be counted as of December 1. After January 31, ISBE staff will conduct a final review and resolve disapproved records, but LEAs will not be able to make any further changes in I-Star that will impact the December 1 official count. Users will still be able to enter approval records for reimbursement purposes after January 31, but they will not be included in the official December 1 count.”

If you have any questions, contact Harrisburg Project at 800-635-5274 or support@hbug.k12.il.us.

NEW I-Star Support Resources

New resources have been added to the I-Star Training & Support portion of the I-Star website to help with guidance on the new I-Star system. I-Star Refresher Trainings have been held on Student and Personnel over the past few weeks. The recorded trainings and a Q & A document can be accessed using the following links:

[Student Approvals Refresher](#)

[Personnel Approvals Refresher](#)

[Approvals Refresher Q & A](#)

In addition, and by popular demand, a list of commonly questioned I-Star errors has been added to the site as well. This document will help you identify what steps to follow to correct errors.

[Commonly Questioned I-Star Errors Descriptions](#)

Dates to Remember

December 16, 2016 - January 2, 2017 - Office Closed for Christmas Break

January 16, 2017 - Office Closed in Observance of Martin Luther King Birthday

Jan 31, 2017 - December 1 Child Count Due in I-Star



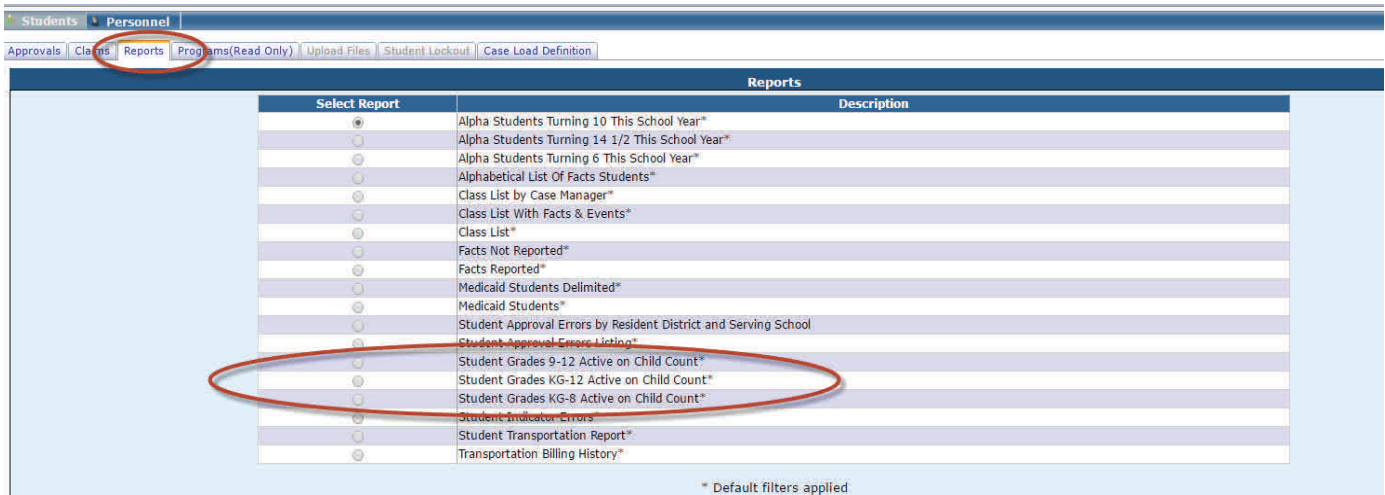
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Email your questions to client support at: support@hbug.k12.il.us

IDEA Excess Cost Worksheet

I-Star can be used as the data source for the current number of students with IEPs from December 2016 for the completion of the IDEA Excess Cost Worksheet for FY17. The reports can be located in I-Star in Student Approvals & Claims by clicking the reports tab.



For IDEA Excess Cost Instructions click the following link:

[IDEA Excess Cost Worksheet \(FY17\)](#)

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
12/13/16	Online	I-Star Student Approvals Refresher/Q&A	9:00 AM - 10:30 AM
1/10/17	Online	I-Star Student Approvals Refresher/Q&A	9:00 AM - 10:30 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.

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