



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

WEEK OF AUGUST 3, 2020

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2020-2021 Planning Calendar for Special Education

ISBE has released the 2020-2021 Planning Calendar for Special Education Directors and staff. This calendar provides a month-by-month timeline of activities, key dates, and reporting deadlines for I-Star and all other areas of Special Education.

To review the entire ISBE memo or to print the calendar, click the following links:

[Special Education Planning Calendar Memo](#)

[2020-2021 Special Education Planning Calendar](#)

ISBE Opens School Year 2020-2021

ISBE completed *Start New Year* in I-Star on August 1st. The default school year is now 2020-2021, the screen will be **WHITE**. The previous school year, 2019-2020, will have a **RED** screen. Be sure you are in the correct school year before entering data!

The *Mass Change* portion of *Start New Year* must be completed by the District Administrator. Prior to completing the mass changes, be sure to complete the following:

- Print the step by step instructions
- Print the presentation PDF
- Attend a live webinar or watch a recorded webinar

The following links will allow access to the above items:

[Step by Step Start New Year/Mass Change Instructions](#)

[Rollover/Mass Change in I-Star - Video](#)

[Rollover/Mass Change in I-Star - Presentation PDF](#)

[Register for Live Webinar - Events](#)

The mass changes should be completed before data entry begins for the 2020-2021 school year. If you need assistance, be sure to contact us at (800) 635-5274 or at support@hbug.k12.il.us.

Dates to Remember

August 3, 2020 - 2020-2021 School Yr Opens; Mass Change available

August 17, 2020 - Fund B *Student Approval & Claim* Data Due

August 18, 2020 - Data Correction Opens for Fund B *Student Claims*



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New Exit Data Procedures

The *Student Approval* record for a student that **will not** receive services for the 2020-21 school year should be deleted by clicking the **Red X** to the left of the student name on the *Student Approval Filter* page. The *Student Approval* record will open to display the following *Exit Data* collection box:

Before deleting this record you must enter Exit information For last year's records below.

Edit Results

No Errors Present

Prior Year Exit data

Resident District	Fund Facility Code Code	Begin Date	End Date	Exit Code
	A	10/22/2019	Current: <input type="text"/> New: <input type="text"/>	Current: <input type="text"/> New: <input type="text"/>

I do not have prior year information available. This will be required by 09/30/2020

- 09 - Returned to Regular Education
- 12 - Refused Service
- 99 - Use SIS Exit code

ISBE will only collect Reason for Exit 09 - Returned to Regular Education or 12 - Refused Service for data reporting purposes; all other reasons for exit will be 99 - Use SIS Exit Date. The deadline to enter *Exit Data* is October 16th.

Fund B Student Approval & Claim Data Due Aug. 17th

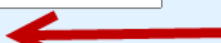
The deadline to complete the Fund B *Student Approval* & *Student Claims* records is Monday, August 17th. The *Student Claims* record should include the tuition paid for the Regular term & Summer term, when applicable.

Remember, the Fund B *Student Approval* & *Student Claims* data will be entered into the 2019-2020 school year, the **RED** screen! To access the previous school year, simply select that year from the drop down as shown below when searching for a student:

Student SIS Id:

Last Name:

First Name:

School Year: 

The following documentation is available for your reference when completing the Fund B *Student Claims*:

- [Fund B Claims Training Webinar](#)
- [Fund B Claims Training Notes](#)
- [Student Reimbursement Manual](#)

If you need assistance with a Fund B *Student Approval* or *Student Claims* record, contact Harrisburg Project at support@hbug.k12.il.us or at (800)635-5274.

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

Events Registration

On-line webinars are continuing as scheduled. Be sure to sign up for a training today! To view the upcoming schedule, visit our website (www.hbug.k12.il.us) then select the 'Events' tab or simply click the following link:

[Events](#)

Events

(click the events to register, change date in drop-down)

- [8/3/20 Mass Change In I-Star 1:30PM \(Notes\)](#)
- [8/10/20 Mass Change In I-Star 1:30PM \(Notes\)](#)
- [8/13/20 Fund B Claims - Private Facility 9:00AM \(Notes\)](#)

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