



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

JULY 20, 2015

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

Thank You for Transmitting

We would like to thank each and every one of our clients for making the July 15th Regular Term Orphanage claim transmission a success!

Congratulations on completing the first 2014-2015 claim of the summer.

August Transmission Due Dates

Be sure to mark your calendar for August 17th! The following transmission are due:

- Personnel Approval - **FINAL**
- Personnel Reimbursement
- Private Facility (Fund B) - Regular and Summer Term
- Excess Cost Claim (Fund J, X) - Regular Term

Permissions are on so you will be able to transmit these files until the end of business Monday, August 17th. If you are on a member of a Super Site, your Super Site may have designated an earlier due date.

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

[2014-2015 Claims Training](#) - Video

[2014-2015 Claims Training](#) - PDF

[Special Education Personnel Q&A](#)

[Home/Hospital Instruction & Reimbursement Q&A](#)

For additional assistance, be sure to contact Harrisburg Project at 800-635-5274 or support@hbug.k12.il.us.

Dates to Remember

May 18, 2015 - August 10, 2015 - Summer Hours 7:30 AM - 4:00 PM

August 17, 2015 - Personnel Approval/Reimbursement Transmissions; Private Facility & Excess Cost Pupil Reimbursement Transmissions

August 18, 2015 - Deadline to complete *Start New Year*



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**Summer Office Hours:
Monday - Thursday 7:30 AM - 4:00 PM.**

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
7/20/15	Online	Start New Year	2:00 PM - 3:00 PM	Notes
7/29/15	Online	Start New Year	9:00 AM - 10:00 AM	Notes
8/03/15	Online	Start New Year	9:00 AM - 10:00 AM	Notes
8/11/15	Online	Creating Cost Centers in <i>iepoint</i> >	9:00 AM - 11:00 AM	Notes
8/12/15	Online	ISBE 50-66A Tuition Cost Sheet	9:00 AM - 11:00 AM	Notes
8/13/15	Online	Start New Year	2:00 PM - 3:00 PM	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.