Harrisburg Project
Software Support for Special Education

WEEKLY NEWS BRIEFING   **MAY 16, 2017**

www.hbug.k12.il.us   support@hbug.k12.il.us   800-635-5274

Updates Released to I-Star

Updates to I-Star will be released by ISBE today, Tuesday May 16, 2017. These updates were the result of excellent communication that we have received from the clients. Please continue to report any upgrades to I-Star that you would like to see in the future and/or concerns that you are currently experiencing with the program.

The updates released on May 16, 2017 can be viewed by clicking the link below:

Recently Added - Approval and Reimbursement

Recently Added - IEP

2017 ISBE SIS New User Training

ISBE will be conducting summer training sessions for NEW SIS users. Attendees will only need to attend ONE training session. The training session will include an overview of SIS and how it is integrated with other systems at ISBE. Areas of focus will include timely submissions, data quality, and the SIS dashboard and reports.

Seating is limited for each session at each location, so please register as soon as possible. Please register for a session at least 1 week before it is to be held.

The training registration form and the logistical information for each session, including directions, are available through the link below. A morning session will be offered until is full (50 Participants), then an afternoon session will be offered. If all sessions in your area are full, or if you are unable to attend your preferred session due to scheduling constraints, or if you have questions, please call the ISBE Help Desk at (217) 558-3600 Option 3 or send an email to help@isbe.net.

SIS Training Dates and Locations

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

Private Facility Student Reimbursement - Manual Method

The private facility reimbursement is completed differently in I-Star than in *iePoint>*. The Manual Method of Computing Days should be selected when entering reimbursement information in I-Star. The following fields will be required in order to achieve an "approved" claim record:

- **% Sp Ed**
- **FTE**
- **Enrolled/In Session**
- **Cost per Pupil**

Unlike in *iePoint>*, you are unable to create calendars for Private Facility students in I-Star. You will need to enter the "Enrolled" days manually.

When entering the "Cost per Pupil", you should enter the total amount billed for the Regular and Summer term. The amount billed by the facility should not exceed the per diem times the days in session.

If districts provide transportation for a Private Facility student, the district may claim this amount on the *Student Transportation Claim Reimbursement System* if related service of 25 is listed in the IEP and on the *FACTS Approval* record.

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
5/23/17	*Online*	**Creating Cost Centers in I-Star**	**9:00 AM - 11:00 AM**	Notes
5/25/17	*Online*	**ISBE 50-66A Tuition Cost Sheet**	**2:00 PM - 3:30 PM**	Notes
6/06/17	*Online*	**Creating Cost Centers in I-Star**	**9:00 AM - 11:00 AM**	Notes
6/07/17	*Online*	**ISBE 50-66A Tuition Cost Sheet**	**9:00 AM - 9:00 AM**	Notes
6/20/17	*Online*	**Creating Cost Centers in I-Star**	**9:00 AM - 11:00 AM**	Notes
6/21/17	*Online*	**ISBE 50-66A Tuition Cost Sheet**	**9:00 AM - 11:00 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.