

## Permissions On for May 10<sup>th</sup> Transmissions

Permissions are now on for the next required *FACTS* and *Personnel Approval Transmissions* that are due Friday, May 10, 2013.

You may transmit as many times as necessary until the end of business on Friday, May 10<sup>th</sup>. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

## Web-Based IEP System

Exciting News!! The Illinois State Board of Education has developed a web-based IEP database system. This database system includes easy to use wizards to assist in developing an IEP, allows for draft and official forms, and integrates with other systems at ISBE, such as the Student Information System (SIS), in order to reduce duplicate entry of data. The web-based IEP will also be integrated with the new personnel and pupil reporting systems, which are currently being developed.

The web-based IEP is currently in the “pilot phase”, but will be available to school districts, free of charge, beginning with the 2013-2014 school year. For more information about the new system and/or to participate in the pilot, please see <http://www.isbe.net/spec-ed/html/iep-web.htm>. Check back frequently as more information will be posted.

In order to assist individuals with general information about the new database system, a short training video is available at: [http://www.hbug.k12.il.us/resources/iepoint\\_web\\_demo/iePointnet\\_Training\\_Demo\\_demo.swf](http://www.hbug.k12.il.us/resources/iepoint_web_demo/iePointnet_Training_Demo_demo.swf)

### Dates to Remember

May 10, 2013 - Required *Personnel* and *FACTS Approval Transmissions*

May 14, 15, 16, 2013 - Online HUG Meetings

May 27, 2013 - Office closed in observance of Memorial Day

June 28, 2013 - Required *Personnel* and FINAL *FACTS Approval Transmissions*



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### 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.

## Student and Personnel Reimbursement Instructions Available

The Special Education Student and Personnel Reimbursement Instructions and the differences documents are now available on our website.

[2012-2013 Reimbursement Procedures for Students with Disabilities](#)

[2012-2013 Reimbursement Procedures for Students with Disabilities Differences Document](#)

[2012-2013 Personnel Reimbursement Instructions](#)

[2012-2013 Personnel Reimbursement Instructions Differences Document](#)

We highly recommend that you review each of the above documents prior to completing the Student and/or Personnel Reimbursement Claims.

## Spring HUG Schedule

Harrisburg Project will be hosting Spring HUGs (Harrisburg User Groups) May 14<sup>th</sup> (**Session Full**), 15<sup>th</sup> and 16<sup>th</sup>. Topics for this years HUGs are as follows:

- “To Do” List for Final Transmission
- State Performance Plan Indicator 14 Web Application
- Start New Year
- Claims Overview
- *iePoint* > 2014
- Web-based IEP Updates

Space is limited for these sessions. Be sure to sign up today on the [Event Registration](#) page to reserve your spot!

These sessions are most successful when clients are able to verbally communicate with each other. Please make sure that if you are using the microphone and speakers option, that your microphone works and is enabled. If you do not have a microphone and speakers, you can change the radio button on your audio pane to telephone; this will allow you to call in and enter the pin given in GoToWebinar. Watch this short video for assistance in choosing your audio option.

[http://support.citrixonline.com/en\\_US/GoToMeeting/video/GTMV00012](http://support.citrixonline.com/en_US/GoToMeeting/video/GTMV00012)

## On-Site Training Available

Harrisburg Project is now taking requests for on-site trainings June 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup>. An on-site training is customized to fit your needs at a location specified by you, discussing topics determined by you!

There is a \$400.00 fee for the training. If you or your district is interested in an on-site training, please contact Harrisburg Project at 800-635-5274 or email [support@hbug.k12.il.us](mailto:support@hbug.k12.il.us).

## 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                 |
|---------|----------|--|--------------------|-----------------------|
| 5/01/13 | Online   | Preparing to Transmit - May 10 <sup>th</sup> Transmission              | 9:00 AM - 10:00 AM | <a href="#">Notes</a> |
| 5/07/13 | Online   | Preparing to Transmit - May 10 <sup>th</sup> Transmission              | 9:00 AM - 10:00 AM | <a href="#">Notes</a> |
| 5/13/13 | Online   | Creating Cost Centers in <b>iePoint</b> >                              | 2:00 PM - 4:00 PM  | <a href="#">Notes</a> |
| 5/14/13 | Online   | <b>Session Full</b><br>Harrisburg User Group Spring 2013               | 9:00 AM - 12:00 PM | <a href="#">Notes</a> |
| 5/14/13 | Online   | ISBE 50-66A Tuition Cost Sheet   | 2:00 PM - 4:00 PM  | <a href="#">Notes</a> |
| 5/15/13 | Online   | Harrisburg User Group Spring 2013                                      | 9:00 AM - 12:00 PM | <a href="#">Notes</a> |
| 5/16/13 | Online   | Harrisburg User Group Spring 2013                                      | 1:00 PM - 4:00 PM  | <a href="#">Notes</a> |
| 6/03/13 | Online   | Creating Cost Centers in <b>iePoint</b> >                              | 9:00 AM - 11:00 AM | <a href="#">Notes</a> |
| 6/04/13 | Online   | ISBE 50-66A Tuition Cost Sheet   | 9:00 AM - 11:00 AM | <a href="#">Notes</a> |
| 6/05/13 | Online   | Creating Cost Centers in <b>iePoint</b> >                              | 9:00 AM - 11:00 AM | <a href="#">Notes</a> |
| 6/06/13 | Online   | ISBE 50-66A Tuition Cost Sheet   | 9:00 AM - 11:00 AM | <a href="#">Notes</a> |
| 6/19/13 | Online   | Preparing to Transmit - June 28 - FINAL<br>FACTS APPROVAL TRANSMISSION | 9:00 AM - 10:00 AM | <a href="#">Notes</a> |
| 6/25/13 | Online   | Preparing to Transmit - June 28 - FINAL<br>FACTS APPROVAL TRANSMISSION | 9:00 AM - 10:00 AM | <a href="#">Notes</a> |

**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.**