

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### 2024-25 Academic Year

The Illinois State Board of Education (ISBE) Special Education Department is pleased to provide the 2024-25 Planning Calendar for special education directors. This calendar provides a timeline of monthly key dates and reporting deadlines for the IEP-Student Tracking and Reporting (I-Star) System, Student Information System (SIS), Individuals with Disabilities Education Act (IDEA) Part B, Assessments, State Performance Plan Indicators, and other important deadlines related to special education. However, this document may not include all reporting deadlines.

The ISBE Special Education Department develops this calendar in collaboration with other ISBE departments. **Information may be modified or revised throughout the school year by other departments, so it is advised to check for any updates by directly accessing the respective ISBE department webpage for accurate reporting or submission dates and/or reviewing any notices sent out by the Harrisburg Project or in the ISBE Web Application Security (IWAS) system.** Contact [support@hbug.k12.il.us](mailto:support@hbug.k12.il.us) if you want to be included in the Harrisburg listserv for weekly updates.

Directors are encouraged to refer to the [ISBE Data Reporting and Collections webpage](#) to find information about monthly webinars hosted by the ISBE Data Strategies and Analytics Department. These webinars take place on the second Thursday of each month and allow school personnel the opportunity to ask questions about many of the ISBE data collections referenced in this document.

This Planning Calendar is meant as a guide to be used in conjunction with other planning tools and resources. Additional links and resources can be found at the end of this document.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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#### JULY 2024

##### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 7/15/24: Excess Cost (*Fund Code X*) Claims DUE in I-Star.
- ☐ 7/16/24-7/31/24: Data corrections window for Excess Cost (*Fund Code X*).
- ☐ 7/31/24: Data corrections deadline for Orphanage Regular Term (*Fund Codes D, E, F*).
- ☐ 7/31/24: Student Approval records (*all fund codes except B*) DUE in I-Star.
- ☐ 7/31/24: 2023-24 Personnel Approval DUE in I-Star.
- ☐ Special Education Orphanage & Student Eligibility Verification Final Errors resolved with ISBE.

##### ISBE Student Information System

- ☐ 7/31/24: Winter/Spring/Summer, Student, and Teacher Course Assignment data DUE.
- ☐ 7/31/24: Exit/Enrollments for 2024 DUE:
  - ☐ Birth to 3 data submissions finalized.
  - ☐ College course assignment data submission finalized.
  - ☐ Early Childhood data submissions finalized.
  - ☐ Early Childhood outcomes data submissions finalized.
  - ☐ English Learner (EL) data submissions finalized.
  - ☐ EL Screener data submissions finalized.
  - ☐ Homeless data submissions finalized.
  - ☐ Immigrant data submissions finalized.
  - ☐ Caregiver Demographic (*Birth to 3*) data submissions finalized.
  - ☐ Regional Safe Schools Program data submissions finalized.
  - ☐ Service Provider data submissions finalized.
  - ☐ Student Address data submissions finalized.
  - ☐ Student Course Assignment data submissions finalized.
  - ☐ Student Discipline data submissions finalized.
  - ☐ Teacher Course Assignment data submissions finalized.
- ☐ 7/31/2024: Adjusted Cohort Graduation Rates DUE/finalized.

##### IDEA Part B Grants

- ☐ 7/1/24: Earliest Start Date for IDEA grants.
- ☐ 7/1/24: The targeted resolution date for IDEA maintenance of effort (MOE) is JULY 1. Districts are encouraged to submit composite/district/exception worksheets early along with any supporting documentation (e.g., auditor letters) and work with the MOE coordinator to identify all options.
- ☐ 7/20/24: File IDEA Completion/Final Expenditure Report for fiscal year 2024 for a grant that ends June 30, 2024. Note: If the grantee has a 6/30/24 end date, these will be Completion/Final Expenditure Reports. If the grantee has an extended end year, IDEA Completion/Final Expenditure Reports reflecting expenditures through 8/31/24 are DUE 9/20/24. If the grantee has outstanding obligations on their expenditure report through the end date of their project, they must submit a final expenditure report within 90 days after the project ends.
- ☐ 7/31/24: FY 2024 Grantee Periodic Report DUE for districts with June 30 end date.
- ☐ 7/31/24: Last day for districts with approved extensions to August 31, 2024, to submit an amendment to the IDEA grants. Grant amendments must be submitted 30 days before the end of the grant period.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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#### Student Assessment

- ☐ 7/22/24: Test scores for the Dynamic Learning Maps Alternate Assessment (DLM-AA) posted in SIS.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Create related service caseloads for regular school term.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review needs for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.
- ☐ Compute Program Cost Sheets.
- ☐ Prepare financial documentation for IDEA Expenditure Report.
- ☐ Plan for professional development.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 7/1/24: Self-assessments for State Performance Plan (SPP) 9 and SPP 10 returned to ISBE for review.
- ☐ 7/15/24: School year 2023 Indicator 11, 12 and 13 data entry deadline.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### AUGUST 2024

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 8/1/24: I-Star New Year Rollover.
- ☐ 8/15/24: 2024 Special Education Transportation Reimbursement Claims DUE – submitted via IWAS.
- ☐ 8/15/24: Student Approval records (*Fund Code B*) DUE in I-Star.
- ☐ 8/15/24: 2023-24 Private Facility Regular and Summer Term Claims (*Fund Code B*) DUE in I-Star.
- ☐ 8/16/24-9/16/24: Data corrections window for Special Education Private Facility Approvals.
- ☐ 8/16/24-9/30/24: Data corrections window for Special Education Private Facility Tuition Claim.
- ☐ 8/30/24: 2023-24 Final payment for Orphanage vouchered.

#### ISBE Student Information System

- ☐ 8/1/24: First Day for School Year 2025 Enrollments:
  - Begin Birth to 3 data submissions.
  - Begin College course assignment data submission.
  - Begin Early Childhood data submissions.
  - Begin Early Childhood outcomes data submissions.
  - Begin EL data submissions.
  - Begin EL Screener data submissions.
  - Begin Homeless data submissions.
  - Begin Immigrant data submissions.
  - Begin Caregiver Demographic (*Birth to 3*) data submissions.
  - Begin Regional Safe Schools Program data submissions.
  - Begin Service Provider data submissions.
  - Begin Student Address data submissions.
  - Begin Student Course Assignment data submissions.
  - Begin Student Discipline data submissions.
  - Begin Teacher Course Assignment data submissions.

#### Student Assessment

- ☐ 8/23/24: 2023-24 Assessment correction window closes.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Review and plan schedule for Individual Services Plan meetings.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.
- ☐ Complete Private Placement contracts.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 8/31/24: SPP 14 survey window closes.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### SEPTEMBER 2024

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 9/16/24: Data corrections DUE for Special Education Private Facility Approvals.
- ☐ 9/30/24: Data corrections DUE for Special Education Private Facility Tuition Claim.
- ☐ 9/30/24: 2023-24 Excess Cost reimbursement payment vouchered.
- ☐ 9/30/24: 2025 first quarter reimbursement payment for Private Facility vouchered.
- ☐ 9/30/24: 2023-24 Special Education Transportation reimbursement first quarter payment vouchered.
- ☐ 9/30/24: 2024-25 first quarter estimate payment for Orphanage vouchered.
- ☐ Make sure all new students are entered into I-Star.
- ☐ Review Student Approval error reports and make necessary corrections.

#### ISBE Student Information System

- ☐ Ensure students are enrolled timely and accurately.

#### IDEA Part B Grants

- ☐ 9/20/24: File IDEA Completion/Final Expenditure Report for FY 2024 for grants that end Aug. 31, 2024.
- ☐ 9/30/24: FY 2024 Grantee Periodic Report DUE for districts with Aug. 31 end date.

#### Student Assessment

- ☐ 9/9/24: OPTIONAL -- Instructionally embedded DLM-AA window opens.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Send a list of students (*Private Placements*) who are projected to graduate to high school principals.
- ☐ Review needs for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.
- ☐ Complete and send testing accommodation forms.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 9/16/24: Distribute Illinois Special Education Accountability and Support System Local Education Agency (LEA) Determinations and tiered level of support assignments for districts.
- ☐ 9/16/24: Findings of noncompliance issued for SPP 9 as part of Determinations.
- ☐ 9/16/24: Findings of noncompliance issued for SPP 10 as part of Determinations.
- ☐ 9/16/24: Findings of noncompliance issued for SPP 11 as part of Determinations.
- ☐ 9/16/24: Findings of noncompliance issued for SPP 12 as part of Determinations.
- ☐ 9/16/24: Findings of noncompliance issued for SPP 13 as part of Determinations.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### OCTOBER 2024

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 10/15/24: Reconcile school year 2023-24 Exit data.
- ☐ Review Student Approval error reports and make necessary corrections.

#### IDEA Part B Grants

- ☐ 10/15/24: Annual Financial Reports (AFRs) are due to ROEs. The AFR contains the bulk of the data needed to complete the IDEA Excess Cost Worksheets.
- ☐ 10/20/24: IDEA Quarterly Expenditure Report due through IWAS.

#### Student Assessment

- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Prepare financial documentation for IDEA Expenditure Report.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 10/1/24: Cohort 1 LEAs are notified about cyclical monitoring cycle requirements.
- ☐ 10/1/24 – 11/1/24: LEAs in cyclical monitoring Cohort 1 receive and view introductory webinar.
- ☐ 10/15/24: Corrective Action Plans due for LEAs with open findings and LEAs under Tier 3 support.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### NOVEMBER 2024

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 11/1/24: 2024 Summer Term Orphanage Approvals and Claims (*Fund Codes D, E, F*) DUE in I-Star.
- ☐ 11/1/24: 2023-24 Special Education Room and Board Claims due in IWAS.
- ☐ 11/2/24 – 11/15/24: Data corrections window for Summer Term Orphanage Claims.
- ☐ 11/4/24: 2023-24 Special Education Transportation Reimbursement FINAL corrections transmitted via the Pupil Transportation Claim Reimbursement System.
- ☐ Review Student Approval error reports and make necessary corrections.
- ☐ Make sure all students are entered into I-Star in preparation for the Dec. 1 Child Count.

#### ISBE Student Information System

- ☐ Ensure staff review and document within the Early Childhood Transition System (*Indicator 12*).
- ☐ 11/16/24: SIS 2025 Enrollment Deadline. Fall Enrollment Counts are based on individual students' enrollments. These counts will reflect students enrolled as of 10/01/2024.
- ☐ 11/16/24: Service Provider data (*students receiving IDEA services only*) DUE.
- ☐ 11/16/24: Student Addresses (*students receiving IDEA services only*) DUE.

#### Student Assessment

- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Check [Harrisburg Project](#) for upcoming trainings and Harrisburg user group sessions.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### DECEMBER 2024

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 12/1/24 – 2/22/25: Ensure all students are entered into I-Star in preparation for the Dec. 1 Child Count.
- ☐ 12/13/24: Summer reimbursement payment for Orphanage vouchered.
- ☐ 12/30/24: 2023-24 Special Education Transportation reimbursement second quarter payment vouchered.
- ☐ 12/30/24: 2024-25 second quarter reimbursement payment for Private Facility vouchered.
- ☐ 12/30/24: 2024-25 second quarter estimated payment for Orphanage vouchered.
- ☐ Review Student Approval error reports and make necessary corrections.

#### IDEA Part B Grants

- ☐ Districts that complete/submit their Dec. 1 Child Count numbers now have the final data needed to complete the IDEA Excess Cost Worksheets.
- ☐ 12/1/24: Annual audits due to ISBE for charter schools. The audit contains the bulk of the data needed to complete the IDEA Excess Cost Worksheets.

#### Student Assessment

- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Check [Harrisburg Project](#) for upcoming trainings and Harrisburg user group sessions.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 12/20/24: Comprehensive Assessment of Special Education due for LEAs in Cohort 1.
- ☐ 12/20/24: IEP File Review completed for LEAs in Cohort 1.



## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### JANUARY 2025

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ Make sure all students are entered into I-Star in preparation for the Dec. 1 Child Count.
- ☐ Student Reimbursement Computation Sheets available in I-Star.
- ☐ Review Student Approval error reports and make necessary corrections.

#### ISBE Student Information System

- ☐ 1/14/25: Fall of SY 2024-25 Teacher and Student Course assignment data DUE.

#### IDEA Part B Grants

- ☐ 1/20/25: IDEA Quarterly Expenditure Report due through IWAS
- ☐ 1/31/25: IDEA Excess Cost Worksheets are DUE to ISBE the last working day of January each year. School districts complete the Excess Cost form in IWAS; charter schools complete the Excess Cost Worksheet.
- ☐ Conduct Needs Assessment (*IDEA grant*). Needs Assessment must be completed prior to completion and submission of the Consolidated District Plan, which will be released in the spring in IWAS.

#### Student Assessment

- ☐ 1/15/25: ACCESS window opens.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Review IDEA accounts vs. revenue received and determine if grant needs to be amended.
- ☐ Review IDEA grants salaries vs. district accounts to ensure accuracy.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.
- ☐ Prepare financial documentation for IDEA Expenditure Report.
- ☐ Prepare financial documentation for IDEA Excess Cost Worksheets.
- ☐ Check [Harrisburg Project](#) website for upcoming trainings and Harrisburg user group sessions.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 1/2/25: SPP 13 individual correction DUE to ISBE from LEAs.
- ☐ 1/10/25: SPP 8 parent survey window opens.
- ☐ 1/15/25: Corrective Action Plan progress reports DUE for LEAs with open findings and LEAs under Tier 3 support.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### FEBRUARY 2025

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 2/26/25: All corrections/additions for the December Child Count closed.
- ☐ 2/27/25–3/13/25: Final verification and cleanup of Dec. 1 Approval records by ISBE.
- ☐ Review Student Approval error reports and make necessary corrections.

#### Student Assessment

- ☐ 2/21/25: OPTIONAL -- Instructionally embedded DLM-AA window closes.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Determine ESY staffing needs.
- ☐ Check [Harrisburg Project](#) for upcoming trainings and Harrisburg user group sessions.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 2/27/25: Progress Reports due for LEAs with open findings of noncompliance for Indicators 11, 12 and/or 13.
- ☐ ISBE submits the SPP/Annual Performance Report to the U.S. Department of Education (ED) Office of Special Education Programs (OSEP).

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### MARCH 2025

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 2/27/25–03/13/25: Final verification and cleanup of Dec. 1 Approval records by ISBE.
- ☐ 3/14/25–3/28/25: District administrator certification of Dec. 1 Child Count. No approval changes accepted.
- ☐ 3/28/25: 2024-25, third quarter estimated payment for Orphanage vouchered.
- ☐ 3/28/25: 2023-24, third quarter reimbursement payment for Private Facility vouchered.
- ☐ 3/28/25 – 4/7/25: ISBE preparation of final file to ED.
- ☐ 3/30/25: 2023-24 Special Education Transportation reimbursement third quarter payment vouchered.
- ☐ Review Student Approval error reports and make necessary corrections.

#### IDEA Part B Grants

- ☐ Projected allocations released (*March/April*).
- ☐ 3/23/25: IDEA grant funds will be frozen until district certification is completed.

#### Student Assessment

- ☐ 3/3/25: Illinois Science Assessment (ISA) spring window opens.
- ☐ 3/3/25: Illinois Assessment of Readiness (IAR) spring window opens (*online/paper*).
- ☐ 3/4/25: ACCESS window closes.
- ☐ 3/12/25: DLM-AA spring window opens.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Begin working on budget for next fiscal year.
- ☐ Check [Harrisburg Project](#) for upcoming trainings and Harrisburg user group sessions.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 3/1/25: SPP 13 verification of correction DUE to ISBE.
- ☐ 3/1/25: Review of Comprehensive Assessment of Special Education completed.
- ☐ 3/1/25: Findings of noncompliance issued for LEAs in Cohort 1 based on cyclical monitoring findings.
- ☐ 3/15/25: Self-assessments out to districts for SPP 4.

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### APRIL 2025

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ Verified Dec. 1 Child Count data reported to OSEP will constitute the state's official 2024-25 Special Education count.

#### IDEA Part B Grants

- ☐ 4/20/25: IDEA Quarterly Expenditure Report due via IWAS.
- ☐ Projected allocations released (*March/April*).
- ☐ Schedule and hold Timely and Meaningful Consultations to meet the May 31 timeline.
- ☐ Review IDEA grants for final allocation updates and amend, if necessary, to budget for the Proportionate Share requirement and Coordinated Early Intervening Services requirement (*March/April*).
- ☐ Confirm all carryover funds have been budgeted and will be spent by the end of the project year.

#### Student Assessment

- ☐ 4/4/25: IAR spring window closes (*paper only*).
- ☐ 4/18/25: IAR spring window closes (*online only*).
- ☐ 4/30/25: ISA spring window closes.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Post and hire Extended School Year (ESY) staff.
- ☐ Plan for participation in graduation (*private school and Certificate of Attendance*).
- ☐ Prepare financial documentation for IDEA Expenditure Report.
- ☐ Check [Harrisburg Project](#) for upcoming trainings and Harrisburg user group sessions.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 4/1/25: Self-assessments out to districts for SPP 4.
- ☐ 4/14/25: ISBE notifies selected districts required to complete the Indicator 14 Post-School Outcomes survey. For more information and to view the schedule of district participation, please review the information on the [ISBE Indicator 14: Post-School Outcomes webpage](#).
- ☐ 4/15/25: Corrective Action Plan due for LEAs in Cohort 1 for cyclical monitoring findings.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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### MAY 2025

#### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 5/1/25: Orphanage Approvals (*Fund Codes D, E and F*) due in I-Star for any student records with a begin date of 3/1/25 or prior.
- ☐ Make sure all students that will be claimed in I-Star as attending "ESY" are marked "B" in the "term" field on the approval record for allowable Fund Codes.
- ☐ Review Student Approval error reports and make necessary corrections.
- ☐ Ensure districts have correctly submitted the Final Public School Calendar via IWAS reflecting any Emergency Days or other changes to the previously approved calendar as this could affect Indicator 11 calculations.

#### IDEA Part B Grants

- ☐ Grant applications available (*May/June*).
- ☐ Submit FY 2026 IDEA Part B Grant Application by June 30, 2025, to get a July 1 start date.
- ☐ Ensure district has submitted Consolidated District Plan for approval.
- ☐ 5/30/25: Last day to submit an amendment to the IDEA grants. Grant amendments must be submitted 30 days before the end of the grant period.
- ☐ 5/30/25: Last day to submit request for end date extension to Aug. 31.
- ☐ 5/30/25: Deadline for completing Timely and Meaningful Consultations with nonpublic representatives.
- ☐ Preliminary (*estimated*) IDEA nonpublic proportionate share amounts are calculated and posted on the Funding and Disbursements webpage. Districts must use these amounts for the Timely and Meaningful Consultations with representatives of nonpublic schools and home-schooled students.

#### Student Assessment

- ☐ 5/7/25: DLM-AA spring window closes.
- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

#### Other Special Education Director Activities

- ☐ Hold Timely and Meaningful Consultation with parochial schools/home schoolers.
- ☐ Make sure all necessary Summary of Performance documents are completed and mailed home.
- ☐ Review IDEA grant expenditures. Submit timely amendments, as needed.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review needs for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

#### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 5/1/25: Self-assessments out to districts for SPP 9 and 10.
- ☐ 5/1/25 – 8/31/25: Survey window for SPP 14.
- ☐ 5/14/25: Self-assessments for SPP 4 returned to ISBE for review.
- ☐ 5/15/25: Corrective Action Plan progress reports DUE for LEAs with open findings and LEAs under Tier 3 support.
- ☐ 5/31/25: SPP 8 parent survey window closes.

## PLANNING CALENDAR for Illinois State-Approved Directors of Special Education

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JUNE 2025

### Special Education Approval & Reimbursement, I-Star, Harrisburg Project

- ☐ 6/16/25: Orphanage Regular Term (*Fund Codes D, E, and F*) Approvals/Claims due in I-Star.
- ☐ 6/17/25–6/30/25: Data corrections window for Orphanage Regular Term (*Fund Codes D, E, F*) Approvals.
- ☐ 6/17/25–7/31/25: Data corrections window for Orphanage Regular Term (*Fund Codes D, E, F*) Claims.
- ☐ Ensure districts have correctly submitted the Final Public School Calendar via IWAS reflecting any Emergency Days or other changes to the previously approved calendar as this could affect Indicator 11 calculations in the final submission.
- ☐ Review Student Approval error reports and make necessary corrections.
- ☐ 6/20/25: 2023-24 Special Education Transportation reimbursement final payment vouchered.
- ☐ 6/20/25: 2023-24 Special Education Private Facility reimbursement final payment vouchered.
- ☐ 6/30/25: Interpreter Data Due in I-Star.

### IDEA Part B Grants

- ☐ Grant applications available (*May/June*).
- ☐ Submit FY 2026 IDEA Part B Grant Application by June 30, 2025, to get a July 1 start date.
- ☐ 6/30/25: End of FY 2025 regular grant period.
- ☐ 6/30/25: FY 2025 Periodic Performance Reports DUE.

### Student Assessment

- ☐ Visit the [ISBE Assessment Department Communications webpage](#) to register for available webinars.

### Other Special Education Director Activities

- ☐ Collect data and start to prepare for the Special Education Claims - Orphanage.
- ☐ Educational Surrogate Parent appointment and withdrawal forms submitted.
- ☐ Review need for renewals of 34-37 and/or 34-43 Room and Board Reimbursement Applications.

### ISBE Special Education Data Analysis to Guide Monitoring

- ☐ 6/15/25: Timely and Meaningful Consultation must be completed and available for ISBE review.
- ☐ 6/30/25: Findings of noncompliance issued for SPP 4.

## Helpful Links

*Special Education Approval & Reimbursement, FACTS/I-Star, Harrisburg Project*

[Funding & Disbursements – Special Education](#)

[Home/Hospital FAQ](#)

[Special Education Reimbursement](#)

[Illinois Purchased Care Review Board \(IPCRB\)](#)

[Harrisburg Project](#)

*ISBE Student Information System*

[SIS Key Dates](#)

[SIS Home Page](#)

*IDEA Part B Grants*

[IDEA Part B - Grants and Guidance](#)

*Other Resources*

[Laws, Regulations, and Guidance](#)

[Information for Parents/Guardians](#)

[Disability Areas](#)

[Effective Dispute Resolution](#)

[State-sponsored Mediation](#)

[IEP Facilitation](#)

[Assessment](#)

[Nonpublic Special Education Guidance](#)

[Early Childhood Special Education](#)

[Multilingual](#)

[Notice and Consent Forms/IEPs](#)

[SPP, Data, and Accountability](#)

[LEA Determinations](#)

[SPP/APR Indicators](#)

[Indicator 8 \(Parent Involvement\)](#)

[Indicator 12 \(Early Childhood Transition\)](#)

[Indicator 13 \(Transition\)](#)

[Indicator 14 \(Post-School Outcomes\)](#)

[Significant Disproportionality](#)

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