

30 for 30!

April 30, 2026

9:00 AM to 9:30 AM



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ILLINOIS ASBO ETHICS STATEMENT

This information is for the presenters only. Please remove this slide before your presentation.

- The Moderator will help ensure the Illinois ASBO Code of Ethics is adhered to throughout the presentation and ensuing audience discussion.
- Moderators are given the authority to ask any attendee to leave if they become combative with presenters.
- This presentation is to be informative and not to promote specific products, services, companies, etc.
- If a Service Associate is a presenter and uses the presentation as a platform to “sell” their product or services, the Moderator has the authority to stop the presentation if the presenter refuses to modify their content.
- Any Service Associate presenter who violates these regulations may be excluded from presenting at future presentations.

Introductions

Gabrielle Pastiak (Moderator)

- *Client Development Leader*
Wight & Company



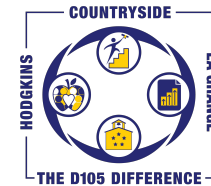
Mark Altmayer (Speaker)

- *Chief Financial Officer*
Huntley Community School District 158



Steven J Smidl (Speaker)

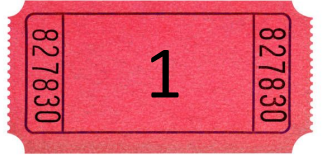
- *Director of Business Services/CSBO*
La Grange School District 105



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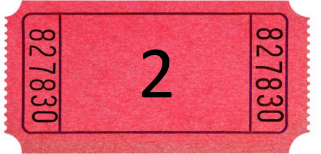
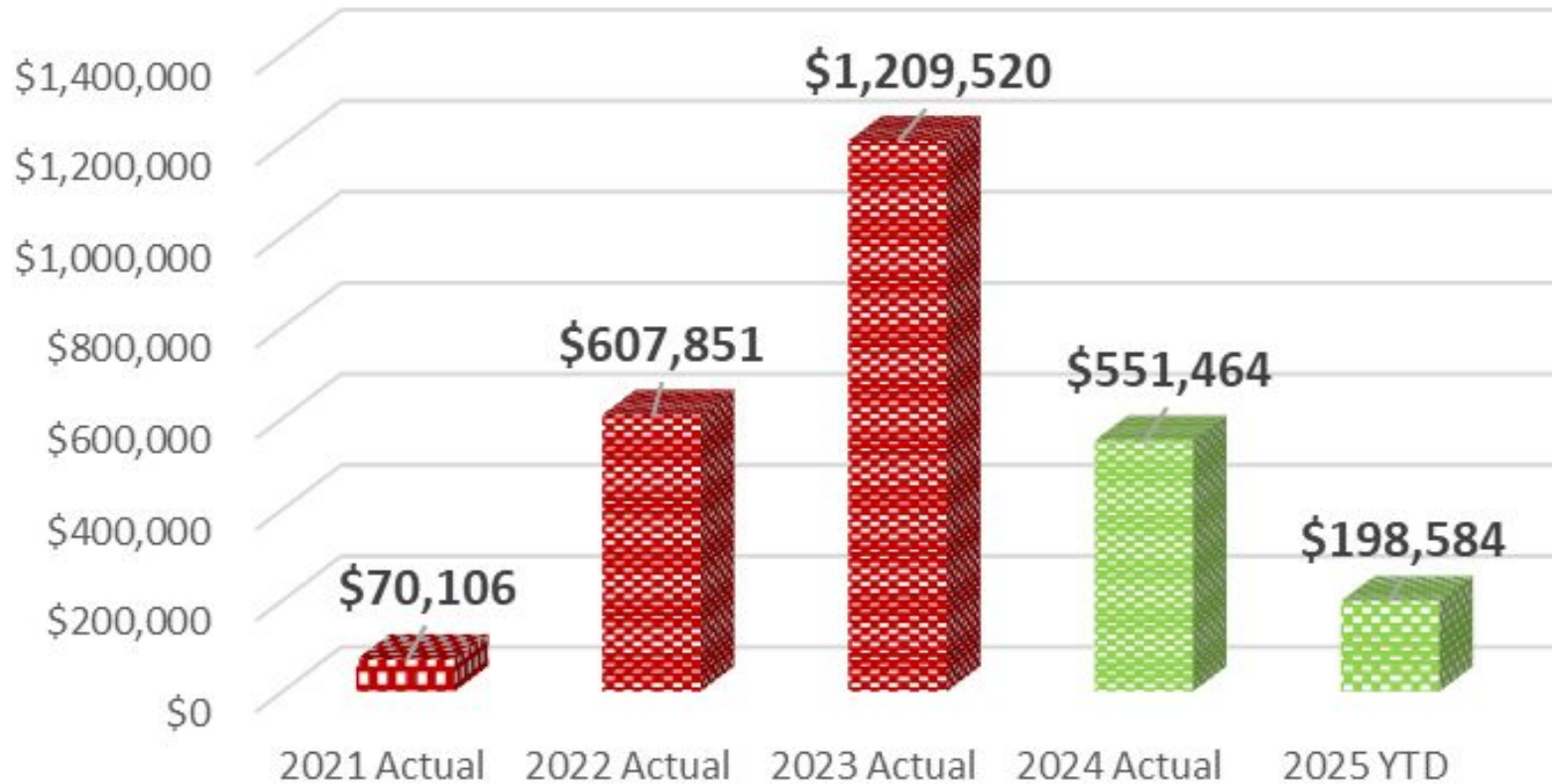


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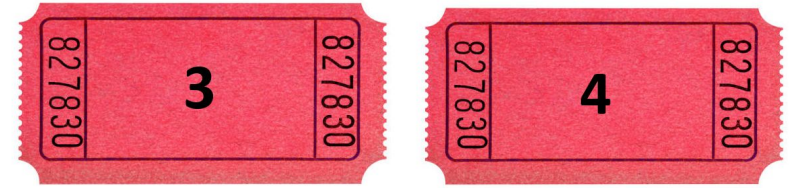
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SPED Contracted Services



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Medicaid

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Fee for Service/Cost Settlement – Opportunities

- Open the box and start “working” with SPED!
- Identify your Medicaid Eligible Students
 - Know your number!
 - Check Name Configurations Against the HFS Medi System - Challenge your Medicaid claiming admin! Free & Reduced List
- Identify Staff
 - Related Services Staff
 - 1:1 Aides (Schools & Private Facilities), Nurses, Audiologists, etc.
 - Contracted Related Services
- Use a Medicaid Vendor
- Create Oversight & Accountability!
 - Caseload & Workload
 - Recording of Sessions
 - IEP Minutes – Is your Staff Meeting their Minutes?



MEDICAID SYSTEM (MMIS)
MARS SUBSYSTEM (M27679N)
REPORT ID: 1BPEN571
SEQUENCE.: PROVIDER ID,CATEGORY OF SERVICE

STATE OF ILLINOIS
HEALTHCARE AND FAMILY SERVICES
LEA QUARTERLY TOTAL COST SUMMARY REPORT
QUARTER 10/01/22 THRU 12/31/22

RUN DATE: 01/14/23
RUN TIME: 23:07:05
PAGE: 625

PROVIDER ID: 366005127002
PROVIDER: HUNTLEY COMMUNITY SCHOOL DISTR
ADDRESS: 650 ACADEMIC DR
CITY: ALGONQUIN IL 60102-4423
COUNTY:

PROVIDER TYPE 047

PAYEE NUMBER: 3660051276014201
PAYEE NAME: HUNTLEY COMMUNITY SCHOOL
PAYEE ADDRESS: 650 ACADEMIC DR
PAYEE CITY ST: ALGONQUIN IL 60102-44230

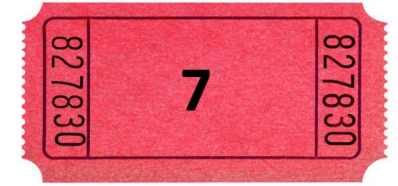
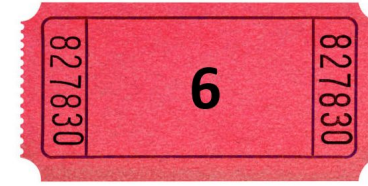
CATEGORY SERVICE	TOTAL SERVICES	TOTAL CLIENTS	TOT/AMT BILLED	SERVICES REJ	TOT/AMT REDUCED	TOT/AMT DEBIT	TOT/AMT CREDIT	TOT/AMT PAYABLE	FEDERAL MATCH
010 NURSIN	424	15	31,672.35	45	4,222.84	.00	4,495.58-	31,945.09	15,572.29
011 PT	177	29	7,078.94	48	6,092.53	.00	3,728.44-	4,714.85	787.34-
012 OT	111	66	5,647.46	65	7,852.36	.00	4,266.56-	2,061.66	2,943.13-
013 S/L/O	2,477	210	90,015.87	821	32,765.38	.00	4,431.99-	61,682.48	32,715.86
030 EPSDT	9	5	108.00	0	18.20	.00	.00	89.80	53.92
056 O/TRAN	3,359	231	74,502.62	284	8,370.41	.00	2,071.29-	68,203.50	39,155.92
058 SOCIL	1,303	191	36,317.83	146	6,193.57	.00	1,922.03-	32,046.29	17,209.38
059 PSYCHO	10	58	615.05	3	1,184.01	.00	1,050.21-	481.25	754.03-
093 IND PR	3,062	62	176,512.07	276	81,635.30	.00	72,043.83-	166,920.60	29,711.28
TOTALS	10,932	867	422,470.19	1,688	148,334.60	.00	94,009.93-	368,145.52	129,934.15

DATE	VOUCHER NUMBER	PAYABLE AMOUNT
10-18-22	2022291G259	.00
10-21-22	2022294F522	.00
10-25-22	2022298H447	.00
11-01-22	2022305H786	.00

DATE	VOUCHER NUMBER	PAYABLE AMOUNT
11-18-22	2022322E450	4,649.66
11-29-22	2022333H114	.00
12-06-22	2022340J362	.00
12-13-22	2022347H959	.00

DATE	VOUCHER NUMBER	PAYABLE AMOUNT
12-16-22	2022350E978	125,284.49
12-20-22	2022354J721	.00

X#iasboAC26 DPA 3790B(N-1-02)



Work Load & Caseload Management

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Work Load vs. Caseload

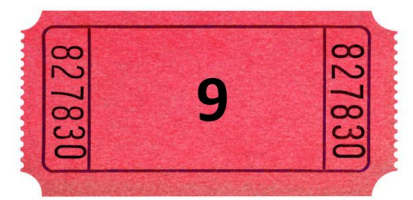
Caseload is the number of students with IEPs assigned to that teacher or specialist

Work Load is all of the responsibility required of the special education teacher and specialist to meet the needs of the students.

Considerations

- Needs of the students
- Meetings required (Evaluation, Re-evaluation & IEP)
- Direct and consult minutes
- Individual vs group
- Case management
- Other duties as assigned (supervision, team meetings, etc.)
- Travel
- Contractual hours

[illegible]



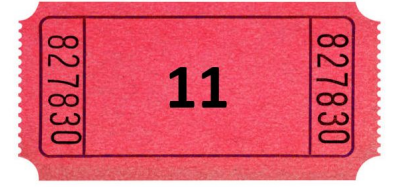
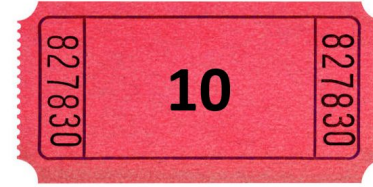
Leakage!

Accounts Payable Audit!

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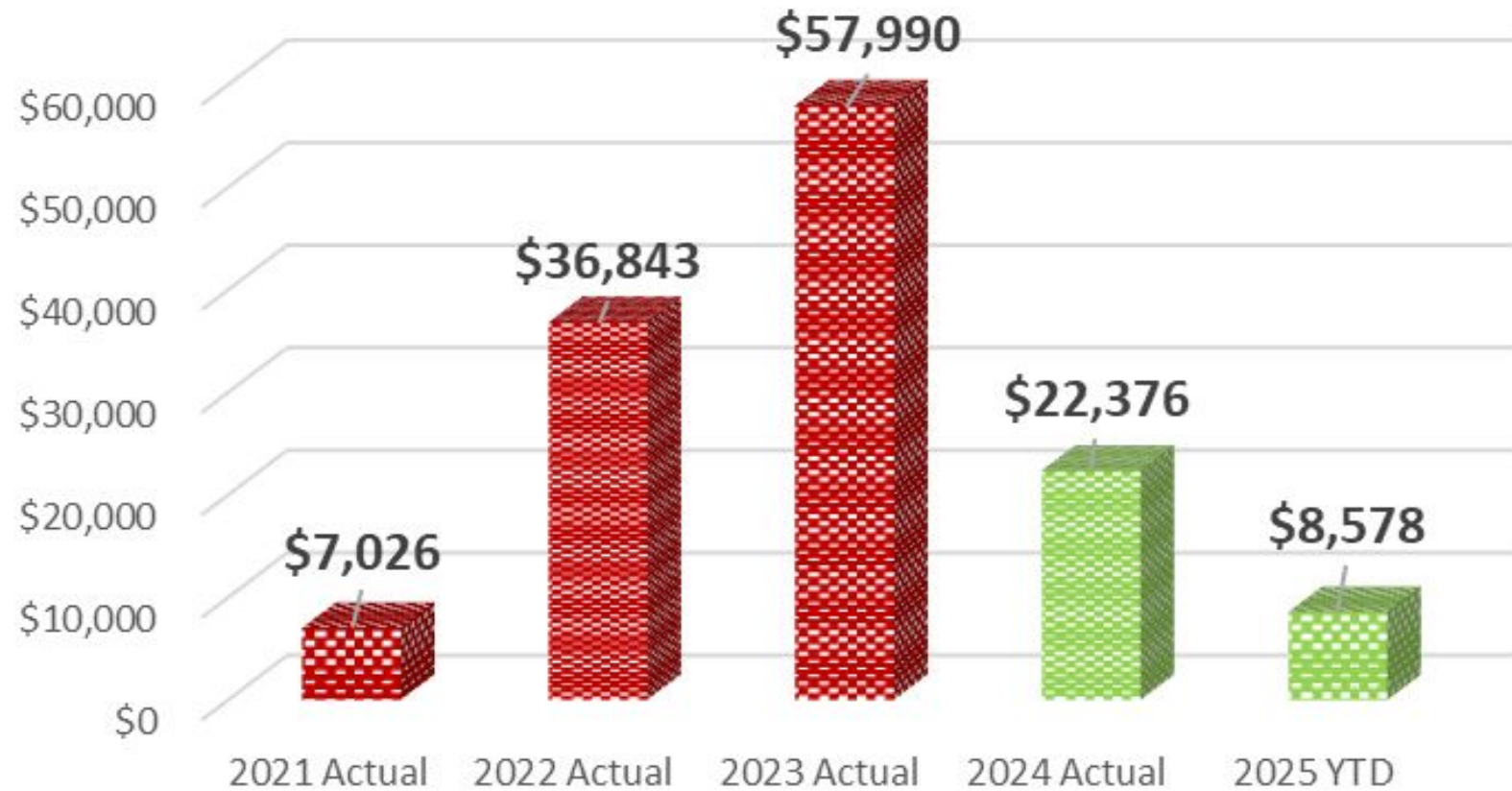
Legal Fees / Litigation!

What you need to Know!

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SPED Legal Fees



Common Legal Costs in Special Education

Disputes over:

- Procedural Errors

- Provision of FAPE (Free and Appropriate Public Education)

- Disagreements about disciplinary recommendations

Professional development

General Consultation

Strategies to reduce legal fees:

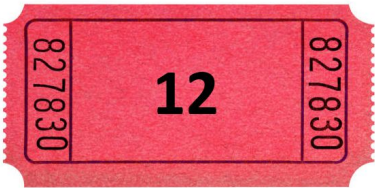
Review legal costs with your Director of Special Education

Evaluate and respond to trends

Be proactive in your spending

Ensure Directors of Special Education have what they need!

Private Facility Tuition Reimbursement



Provides reimbursement for a portion of the private facility tuition costs incurred by the district from the prior school year

Reimbursement Formula	
Reimbursement Level	Costs exceeding 2x the district per Capita cost

Private Tuition Claim Due: August 15th
Reimbursed Quarterly

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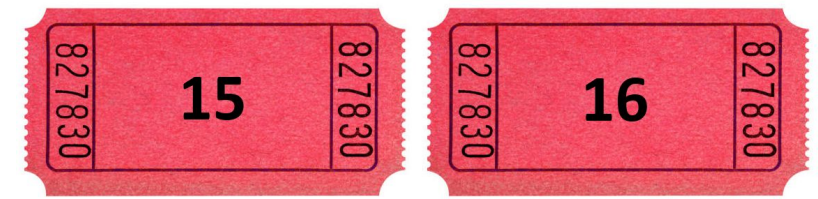
Private Facility Tuition Reimbursement Tips

- 1:1 Aides
- Auditing private facilities
 - Private facilities are assigned a daily rate by the Illinois Purchased Care Review Board
 - You cannot get reimbursed for more than the daily rate so check your bill
 - You can find this in iStar by searching Private Facility or more information at <https://www.isbe.net/Pages/Illinois-Purchased-Care-Review-Board.aspx>
 - Double check that start dates in IStar, Embrace/IEP software and the private facility all agree! Reimbursement can be lost if the start date in IStar is after the actual date at the facility.

Special Education in Illinois

- 866 Districts
- 3,835 Schools
- 1.9 Million Students
- 16% with IEPs

Orphanage Reimbursement



Reimburses 100% of the current year tuition costs for eligible students with disabilities who are wards of the State under the guardianship of a public agency or who reside in state residential facilities. This includes regular term and summer term.

Reimbursement Formula

Education Costs + Required Transportation =
Reimbursement

Regular Orphanage Tuition Claim Due: June 15th

STUDENTS MUST BE CODED CORRECTLY IN ISTAR BY MAY 15TH!!!!

Summer Orphanage Tuition Claim Due: November 1st

Reimbursed Quarterly

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Illinois State
Board of Education

Darleen Hoffmann

Home

Approvals and Claims

Residential Claims

IEP

Admin

Goal Mine

Facility Search

IEP Quality

Approvals

Claims

Programs

Upload Files

Case Load Definition

Reported

Un-Reported

Possible Youth In Care

Possible Youth In Care

This is a list of students that have been identified on a Department of Children and Family Services (DCFS) file provided to ISBE. These students may be either they are on this list, then they are currently not listed in the education data collection system as an orphanage student (i.e. Fund Code of E or F) or, they are in I-Star, but miscoded as not being an orphanage student (i.e. Fund Code of A or B until you confirm with ISBE.

PLEASE NOTE: At this time ISTAR validation is only updated on a monthly basis, so new Fund E or F students may not be approved until the end of the month or B until you confirm with ISBE.

Entity:

Huntley Comm Sch Dist 158 (2)

School Year:

2019-2020

Search

School Year	District	School	RCDS	Exit Date	Grade	ISAR
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	
2020	Huntley Community School District 158	Martin Elementary School	44-063-1580-22-2005	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Leggee Elementary School	44-063-1580-22-2004	05/22/2020	5 - Grade 5	
2020	Huntley Community School District 158	Conley Elementary School	44-063-1580-22-2007	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Mackeben Elementary School	44-063-1580-22-2006	05/22/2020	Kindergarten	
2020	Huntley Community School District 158	Conley Elementary School	44-063-1580-22-2007	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Chesak Elementary School	44-063-1580-22-2003	05/22/2020	Pre-K	A
2020	Huntley Community School District 158	Heineman Middle School	44-063-1580-22-1002	05/22/2020	7 - Grade 7	
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	
2020	Huntley Community School District 158	Leggee Elementary School	44-063-1580-22-2004	05/22/2020	Kindergarten	A
2020	Huntley Community School District 158	Leggee Elementary School	44-063-1580-22-2004	05/22/2020	Kindergarten	X
2020	Huntley Community School District 158	Mackeben Elementary School	44-063-1580-22-2006	05/22/2020	Kindergarten	
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	
2020	Huntley Community School District 158	Martin Elementary School	44-063-1580-22-2005	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	

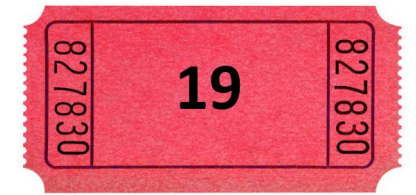
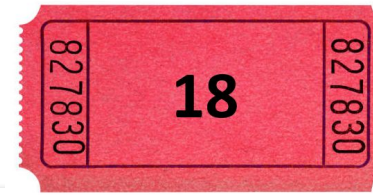
Orphanage

I-Star now provides a Possible Youth in Care report that outlines those eligible students for Fund Code E!

Tuition Cost Sheets (Orphanage & Tuition-in)



- Cost sheets impact reimbursement for orphan and excess cost
- Include all appropriate staff (1:1 aides)
- Check cost sheets from other schools if they use this for billing purposes (Tuition-in)
- Check cost sheets from your special education department if your business office is not involved in the process
- **See Handout** in Google Drive



*Since 2009, Huntley 158 has reduced
its annual energy costs from
approximately*

\$2.4 MILLION to \$700 Thousand

over \$1.7 million in annual savings



Strategic Energy Management

Think Strategically – Save Successfully



comedSM

AN EXELON COMPANY

ESCO!



Nicor Gas

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Load Shed Management!

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HUGBUG!



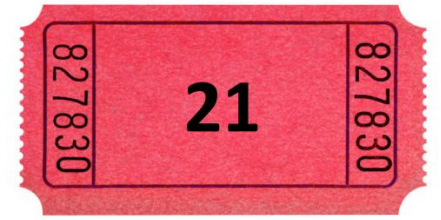
Where to Go for Claims Support

Harrisburg Project: hbug.k12.il.us

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P.O.T.s

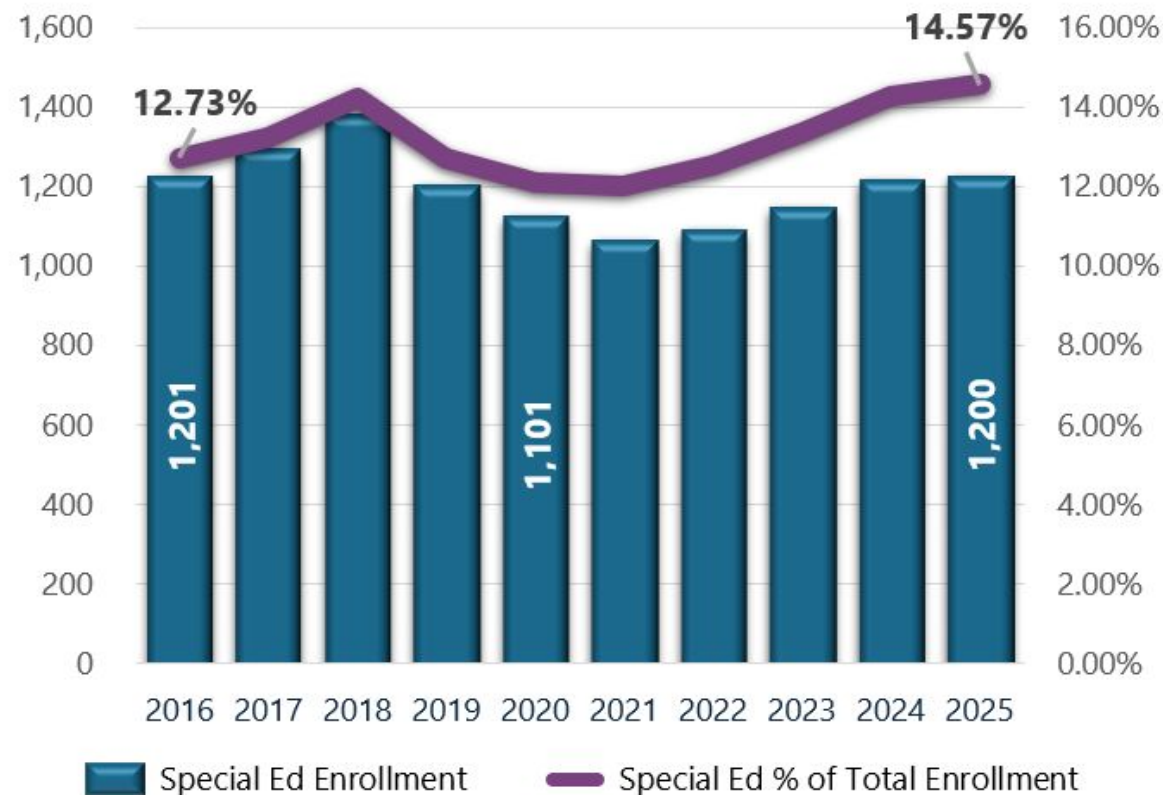
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1,200 Current Special Ed Enrollment

-9.59% 5-Year Total Enrollment Change

SPECIAL EDUCATION ENROLLMENT



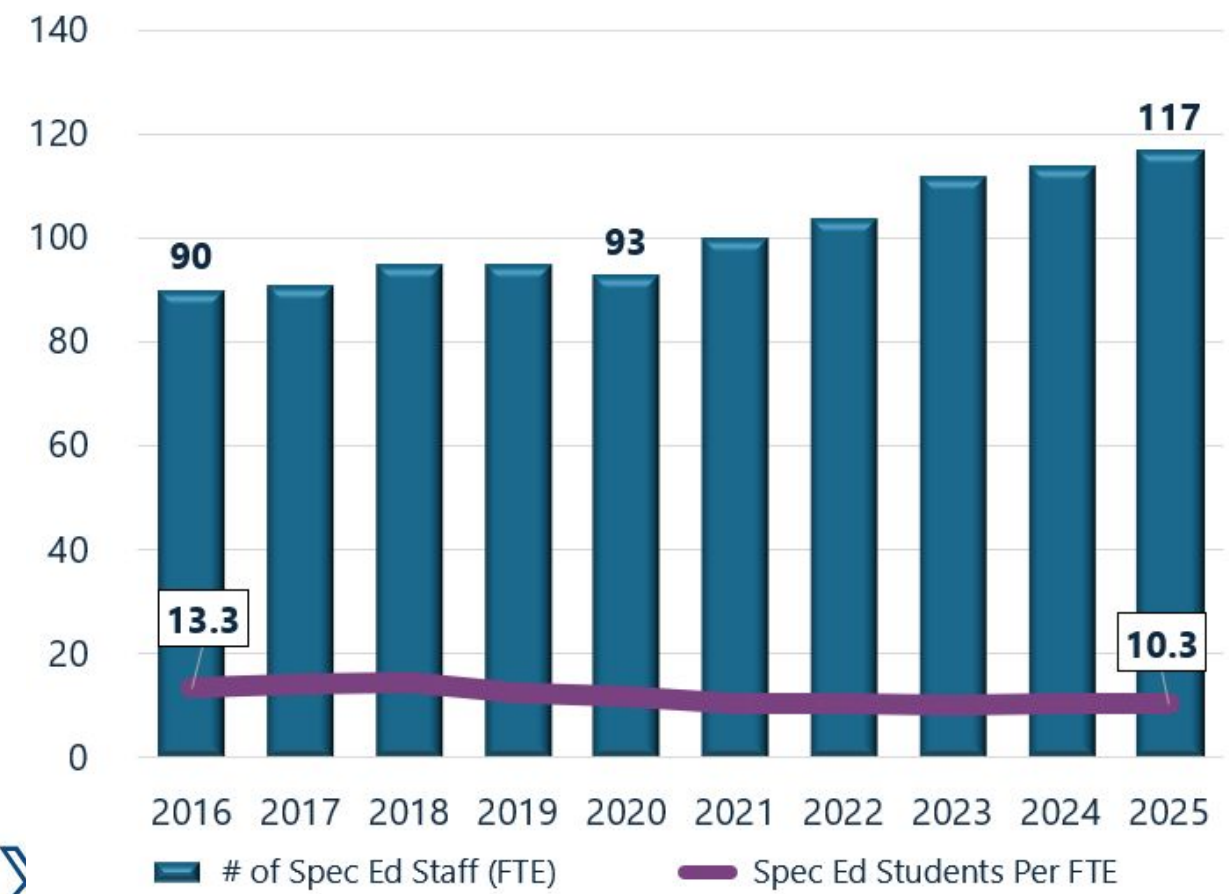


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SPECIAL EDUCATION STAFFING



25.81% 5-Year Increase Special Ed Staffing

13.34 Special Ed Per FTE (2016)

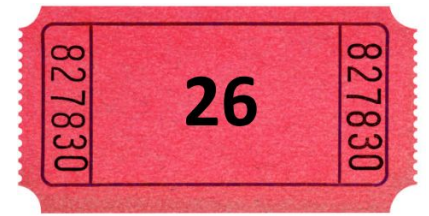
10.26 Special Ed Per FTE (2025)

Insert District Narrative Here





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HIRE a Special Ed Finance Person!!!

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The Spork Kit aka the School Cutlery Kit!

\$28,000!

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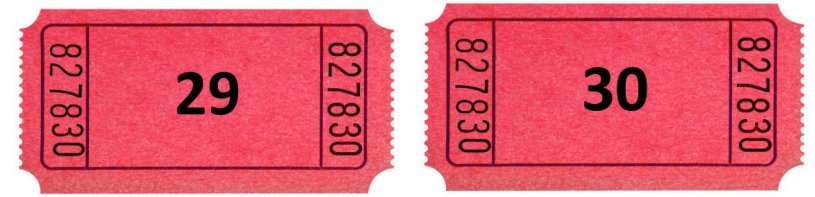
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Where to Start!



- **Collaborate with Special Education!**
- Set up recurring meetings to discuss these items (Medicaid, Claims, etc.)
- **Medicaid - Contact your third-party provider** and schedule a mtg to review the 3790B report as well as your cost settlement processes. Create a plan to maximize Medicaid.
- **Caseload & Workload** – Work with your HR and Sped teams to understand Sped headcount and implement approval processes tied to workload and caseload.
- **Review/audit your private facility invoices!** Make sure you are not overpaying. (Regular rate versus the intensive rate) - double check all intensive rate invoices to ensure the student has a 1:1 aide.
- **Claims - Work with Sped** to set up a calendar to review and assist with all Sped claims.
- **Contact any of us** if you have questions!

Opportunity for Questions, & Answers

We thank you for your time!

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Presenters:

Mark Altmayer (Speaker)

- *Chief Financial Officer*

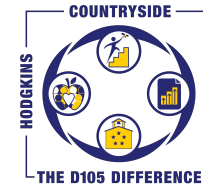
Huntley Community School District 158



Steven J Smidl (Speaker)

- *Director of Business Services/CSBO*

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