

Helpful Hints for Zoom

*Slides are already posted at <https://www.ncseaa.edu/esa-family-trainings/> and a **recording** of this session will be posted there within a week.*

- Zoom has **closed captioning** available

Asking Questions

- Use the Q & A to ask your questions (chat is disabled)
- Email ESA@ncseaa.edu to ask questions about an individual student

Answering Questions

- Presentation team will answer questions from the Q & A at certain points
- Only questions related to this session's content will be addressed live



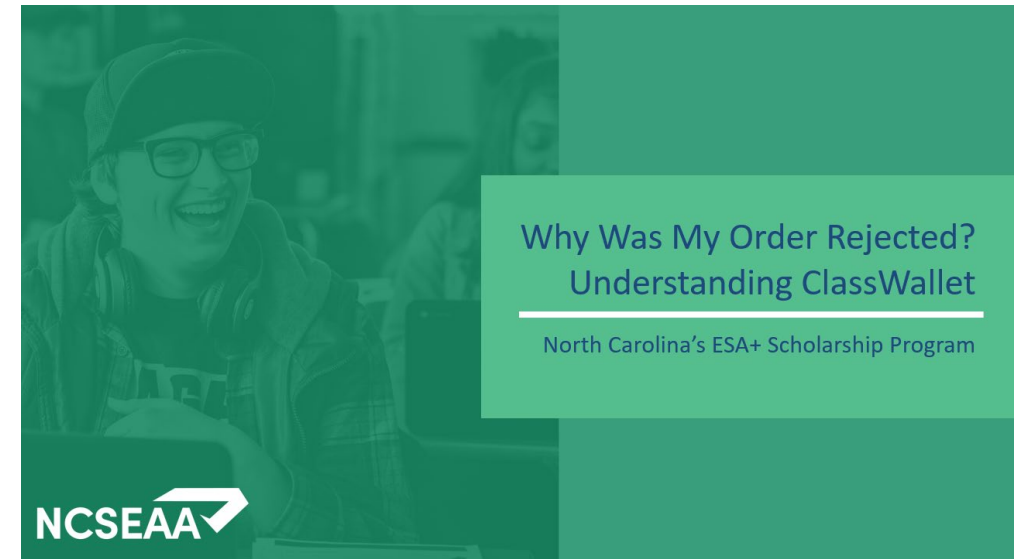
Purchasing Curriculum

North Carolina's ESA+ Scholarship Program

For General Questions

See the previous webinar in this series for answers to these questions:

- What is ClassWallet and how does it work?
- When will my ESA+ funds be deposited to a ClassWallet account? How will I know funds are there?
- What are the Allowable Expenses?
- How do I buy technology and pay for tutoring or therapy?
- TIPS FOR USING YOUR ESA+ FUNDS VIA CLASSWALLET!

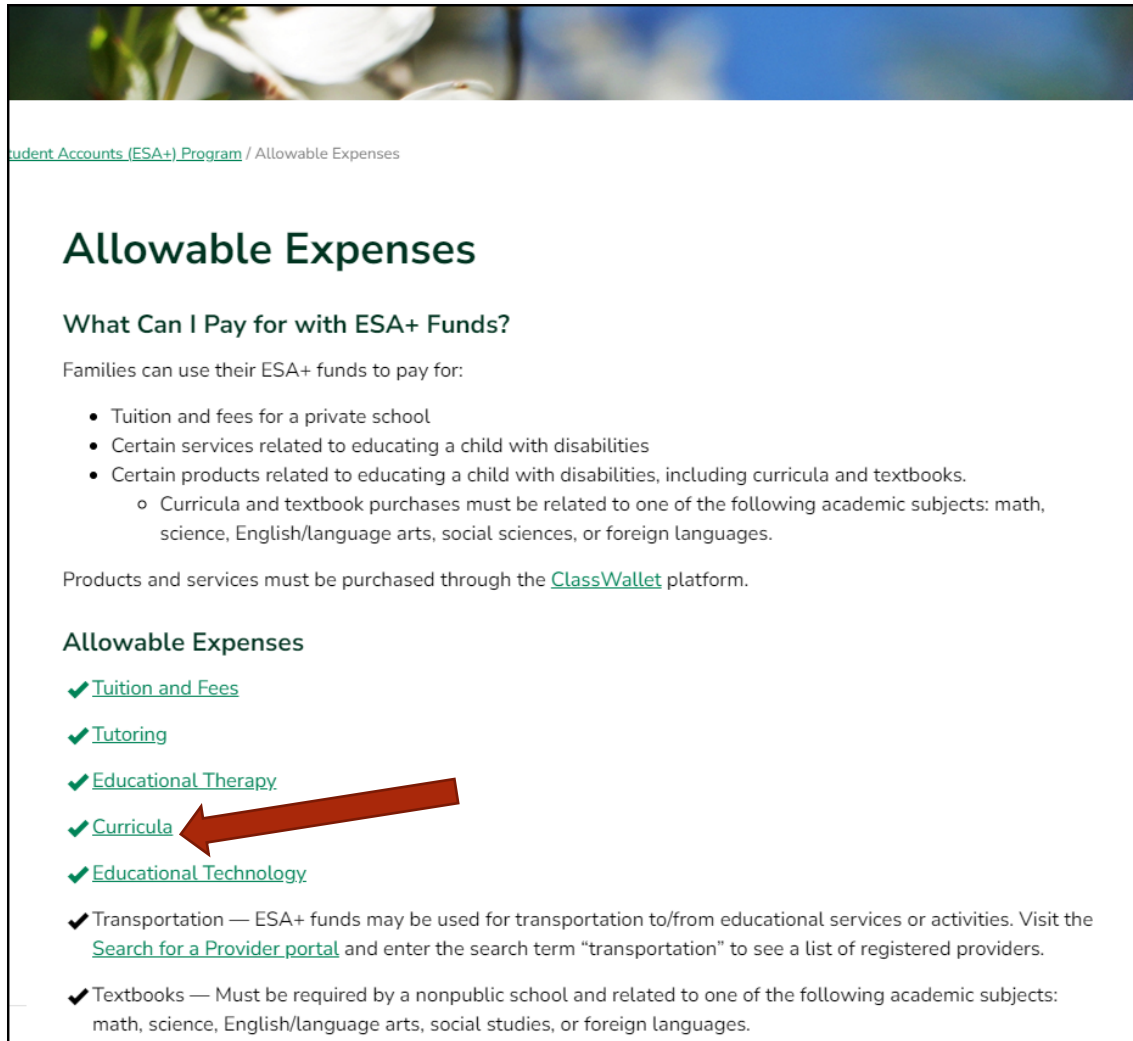




What Are Curricula?

Allowable Expenses: Curricula

ESA+ website 



Student Accounts (ESA+) Program / Allowable Expenses

Allowable Expenses


What Can I Pay for with ESA+ Funds?

Families can use their ESA+ funds to pay for:

- Tuition and fees for a private school
- Certain services related to educating a child with disabilities
- Certain products related to educating a child with disabilities, including curricula and textbooks.
 - Curricula and textbook purchases must be related to one of the following academic subjects: math, science, English/language arts, social sciences, or foreign languages.

Products and services must be purchased through the [ClassWallet](#) platform.

Allowable Expenses

- ✓ [Tuition and Fees](#)
- ✓ [Tutoring](#)
- ✓ [Educational Therapy](#)
- ✓ [Curricula](#) 
- ✓ [Educational Technology](#)
- ✓ Transportation — ESA+ funds may be used for transportation to/from educational services or activities. Visit the [Search for a Provider portal](#) and enter the search term “transportation” to see a list of registered providers.
- ✓ Textbooks — Must be required by a nonpublic school and related to one of the following academic subjects: math, science, English/language arts, social studies, or foreign languages.

<https://www.ncseaa.edu/k12/esa/8617-2/>

Click on green “Curricula” link to visit webpage for details

What is included in the Curricula category?

Resources that support an academic program

- Lesson plans
- Learning kits
- Workbooks
- Books for reading

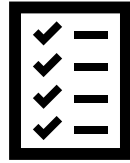
Examples of **Excluded** Items:

- Consumable educational supplies
- Household items
- Field trips
- Memberships
- Sports equipment
- Musical instruments
- Art supplies

academic = math, science, English/language arts, social studies, foreign language

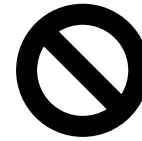
Examples of Curricula Purchases

Allowed



- *A learning kit that contains seeds or plants, a kitchen scale, and rubber gloves. The learning resources in the kit would clearly support a lesson about science.*
- A LEGO® Education building set that includes LEGO® bricks, building inspiration cards, teacher guide with 8 STEAM lessons, and a selection of online learn-to-build animations.

Not Allowed



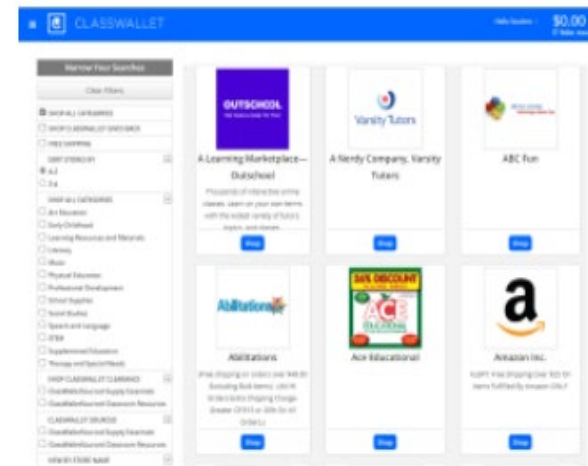
- *Separate purchases of seeds or plants, a kitchen scale, and rubber gloves. These would be rejected because they are considered “household items”.*
- A LEGO® Fire Station building set

Shopping for Curricula

Where do You Buy Curricula?



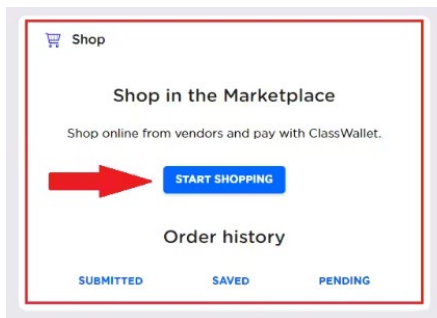
1. **Marketplace (stores where you shop online)**
2. **Direct Pay Vendors (companies that sell curricula, but which aren't on the Marketplace)**



2 Paths to Curricula

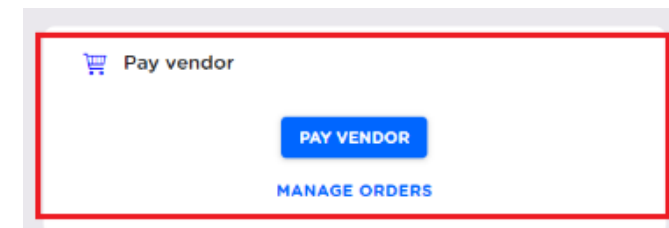
ClassWallet Marketplace

- Access the Marketplace via your ESA+ ClassWallet account
- Shop at the online stores that appear on the ClassWallet Marketplace



Providers on ESA+ Search Site

- Visit provider's website to view their products
- Pay for products via ClassWallet (Pay Vendor)



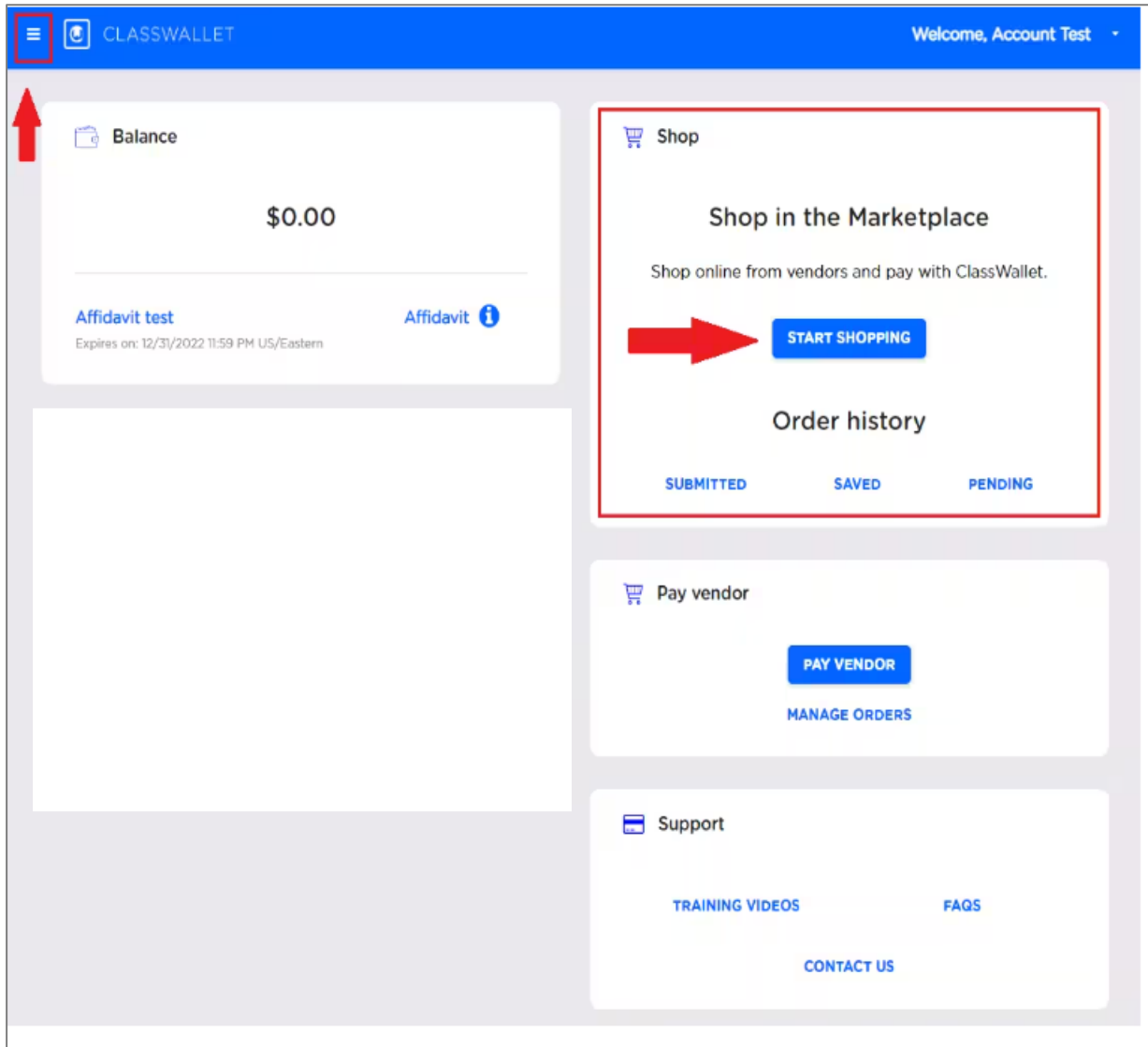
ClassWallet Account: What is a “Purse”?

Whether purchasing curricula from the Marketplace or from an ESA+ Product Provider, **you will be asked to choose which “purse” to use to cover the cost of your order.**

The **purse** is where your available funds are disbursed to in your account.

*Program funds are available to families in **one purse: ESA+ 23-24.***

How to Access ClassWallet's Marketplace



- To begin shopping, select “Shop” from the menu or click on “Start Shopping” from the Shop tile.

- Step-by-step tutorial: <https://classwallet.my.site.com/classwallet/s/article/How-to-shop>

Examples from the ClassWallet Marketplace



Carter Books & Supplies



Abilitations



Amazon Inc.



Eastern Shore School
Supply



Lakeshore



Singapore Math



Super Duper Inc

Examples--Recently Added to Marketplace

Online Curricula



Beast Academy

BuddyBooks



BuddyBooks



Time4Learning

Curricula Products



Timberdoodle



Channie's

How to Pay for Curricula: ESA+ Providers



The screenshot displays the ClassWallet user interface. At the top, there is a blue header with the ClassWallet logo on the left and the text "Welcome, Test Customer" on the right. Below the header, the interface is divided into several sections. On the left, there is a "Balance" section showing a balance of \$13,565.19 and a "Default Purse" of \$5,720.31. To the right of the balance section, there is an "Action Required" section with a message: "You're all caught up. Great job!". Below the action required section, there is a "Shop" section with a shopping cart icon, the text "Shop in the Marketplace", and a subtext "Shop online from vendors and pay with ClassWallet." Below this text is a blue button labeled "START SHOPPING". Underneath the "Shop" section is an "Order history" section with two links: "SUBMITTED" and "SAVED". At the bottom of the interface, there is a "Pay vendor" section with a shopping cart icon, a blue button labeled "PAY VENDOR", and a link labeled "MANAGE ORDERS". The "Pay vendor" section is highlighted with a red border.

Step-by-step tutorial for “Pay Vendor”:

<https://classwallet.my.site.com/classwallet/s/article/How-to-pay-a-vendor>

Examples of Curriculum Providers

ESA+ website 

There are currently twelve curricula providers listed on the NCSEEA Provider Search database:

- Rainbow Resource Center, Inc.
- APT to Learn
- Readability
- The Good and the Beautiful
- Brave Writer LLC
- Gander Publishing, Inc
- Layers of Learning
- Writing Wonders
- Noeo Science
- Teaching Textbooks LLC
- Beautiful Feet Books
- Intoxicated on Life/Journey Homeschool Academy



Apt To Learn


GANDER PUBLISHING

How Smaller Companies Become ESA+ Curricula Providers

Who They Are

- Companies that sell curriculum may register with ESA+ as a product provider.
- These companies are not on the ClassWallet Marketplace.
- ESA+ families pay for the curriculum via their ClassWallet ESA+ account.



What They Need to Do

- Visit the ESA+ Provider Portal to create an account.
- Submit required documents to the ESA+ Program (*product provider agreement & business license*).
- Allow a few weeks once all documents are submitted.

Companies Register as Providers

Providers must complete registration with the ESA+ staff at SEAA but **you** can show them where to go and / or encourage them to complete.

Timeline

The registration review process may take several weeks once all documents are received.



<https://www.ncseaa.edu/k12/esa/provider-registration/>

Step 1: Submit Provider Registration Request and Create Account

Visit the [Provider Portal](#) to register as a provider (for the purposes of this process, a provider may be referred to as a vendor).

Step 2: Submit Required Documents

Service Provider Payment: 2.5% Fee

The ESA+ electronic account structure includes a 2.5% transaction fee, similar to the fees for payments made by credit card.



- A provider that does not charge for credit card fees may not charge the ClassWallet transaction fee to ESA+ families.
- If providers charge the transaction fee to ESA+ parents, parents can pay it with ESA+ funds. *The provider should include the fee as a line item on the invoice so that the parent pays the exact amount required.*

How to Shop and Pay: ESA+ Curricula Providers

1. Search company's website to find curricula products to purchase.
2. **Obtain a screenshot of the shopping cart on the provider's website, or an invoice/quote/purchase order from the vendor with the exact items and final price.**
3. In ClassWallet, select the provider under the "Pay Vendor" section.
4. Upload screenshot of shopping cart or copy of invoice/quote/purchase order.
5. Enter amount, purse funds, and one expense category.
6. SEAA staff will review the proposed purchase. If approved, the funds will transfer directly to the Product Provider, who will then complete the sale with the parent.



Tips & Troubleshooting

Refunds & Reordering

Refunds are always made directly to ClassWallet, or to the ESA+ Program, and never to the parent.

Items purchased on the Marketplace are returned with ClassWallet's help. Funds will be credited back to your ESA+ account.

If you return curricula purchased with ESA+ funds from a product provider, that company will refund your money to the ESA+ Program. ESA+ staff will then transfer those funds back to your ESA+ account.

What if I need to reorder an item?

Email program staff before reordering the same item so we can make sure that the funds from your first purchase are returned to your account.

***TIP:** If you don't notify ESA+ staff before you reorder, and you try to reorder immediately, the reorder will appear to ESA+ staff as a 2nd purchase of the same item, and staff will not approve the purchase.*



Changing Your Address

1. Update Your Mailing Address in MyPortal.

Update your mailing address in **two places**: Mailing address and Permanent Mailing Address

2. Contact ClassWallet to change your shipping address.

help@classwallet.com

1-877-969-5536



If Your Order is Rejected ...

1. Read the reviewer comment in the automatic email reply from ClassWallet.
2. If you still have a question, email program staff. Include the order number and a description of the item.

Apart from a problem with the item or service, there are OTHER reasons ESA+ staff reject orders.

- Student is not in an eligible school *make sure MyPortal shows an accurate school choice*
- Documentation of a disability out of date *update your documentation before January 1*
- Outstanding task *check MyPortal regularly*

IMPORTANT ESA+ REMINDERS

Parents should check MyPortal **once a week**:

- Are there items on the To Do list?
- Look at Notifications. Maybe you've missed an email!

ESA+ students need updated documentation of a disability **every 3 years** (*3 years from the evaluation date on file*).

HOWEVER: Parents, you will renew **annually** so that the ESA+ staff know you want your student to continue next year.

ESA+ is **not a reimbursement** program.

- Very few exceptions (mainly the ESA+ Reimbursement Schools)
- Do not purchase items or pay for services with the intent to submit a receipt.

Public School? If a student will be in the public school, full-time, as normally assigned, then they are **not eligible for ESA+**.

- ESA+ is not permitted to provide funds to students who are enrolled in their regular public school (including charter schools).

CONTACT US



ncseaa.edu



ESA@ncseaa.edu



1-855-330-3955

Monday-Thursday: 8am-6pm

Friday: 8am-5pm

Summer Training for ESA+ Families

<https://www.ncseaa.edu/esa-family-trainings/>

Enrollment Options, Updating the Area of Disability, ESA+ Reimbursement Schools, Purchasing Curriculum, Planning for Summer Expenses, Continuing Eligibility, and more ...

Register to attend live sessions or view recordings at your convenience.