



K12 Nonpublic Schools: ESA+ Supplemental Services

June 6, 2024

AGENDA

1. Policy Update
2. What are Supplemental Services?
3. Required Credentials
4. Timeline, Next Steps, Resources

POLICY

Supplemental Services:

- Tutoring or Teaching
- Educational Therapies
- Transportation

This policy does not apply to tuition and fees at Direct Payment Schools or ESA+ Reimbursement Schools.

Beginning with 2024-2025

NPS	Offers Supplemental Services provided by credentialed staff
NPS	Signs a School Provider Agreement <i>(school agrees to ensure staff are credentialed)</i>
SEAA	Provides schools agreement for signature now / in the future as needed
Student	Receives tutoring or therapy from NPS <i>(staff who provide services have appropriate credentials)</i>
Parent	Pays school for Supplemental Services with the student's ESA+ funds via the ClassWallet platform

What are Supplemental Services?



Allowable Expenses: *Services*

Tutoring

- **Academic tutoring:** math, science, English/language arts, social studies, foreign language

Therapies

- **Examples:** ABA, audiology, occupational therapy; *more information below*



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

What Educational Therapy Services Are Allowed?

- ✓ Educational therapy must be **adaptive/therapeutic in nature or designed for students with special needs**. Examples include: applied behavior analysis therapy, speech therapy, occupational therapy, physical therapy.
- ✓ Music therapy, art therapy, therapeutic horseback riding lessons/equine therapy: allowable **if** they are adaptive/therapeutic in nature and administered by someone with a professional credential for their field.
- ✓ ESA+ funds can pay for **services** provided by therapists who are registered with SEAA but not necessarily **products** recommended by the therapist. See the lists of [Educational Technology](#) and [Curricula](#) to find out if a product is approved.

In-School Supplemental Services

Examples:

- 1:1 assistance / pull-out services
- Special education services based on individual needs



NOTE:

If your school offers a special education track, the costs are reported as tuition and fees. These are *not* Supplemental Services.

Supplemental Services are *individualized* services for which parents are *billed separately*.

After School Services

Example:

Tutoring or Therapies that are offered outside the regular school day

Do you have individual teachers who are tutoring ESA+ students, and billing parents themselves?

Those tutors should enroll themselves individually as providers for ESA+.

If *your school* is billing the parent for these additional services, then your school should review and sign the School Provider Agreement.

Summer Learning Experiences

Does your school offer summer services that are therapeutic and/or academic?



Summer learning experiences are a type of Supplemental Services. ESA+ families can use their scholarship funds to pay for these services.

REQUIRED CREDENTIALS

Credentials

Tutors

1. An active or inactive teaching license from North Carolina or another state
OR
2. Bachelor's degree

Therapists

A license appropriate for their field

Schools do **not** need to submit staff credentials to SEAA at this time.

By signing the agreement, the HDMA will warrant that the employees are credentialed.

Schools may be asked to submit a copy of the credentials at a later date.

TIMELINE, RESOURCES, & NEXT STEPS

School and School Employee Provider Agreement

“The School warrants that ... ”

- Employees providing services directly to the scholarship student are credentialed as required
- Employees providing services are not a member of the student’s immediate family
- Neither the employees nor the school will refund scholarship funds directly to a parent or student

Sign the Agreement

Schools will receive an email from DocuSign on behalf of NPS with the agreement. **Your school's HDMA must sign electronically.** A copy of the signed agreement will automatically be sent to SEAA.

Deadline: In order to be available as a School Provider at the beginning of the school year, schools must sign the agreement **by August 1**. After that date, schools who have not signed the agreement will be inactivated in ClassWallet.

NEXT STEPS

Check your email if your school is already set up as a provider / vendor on the ClassWallet platform. We are sending you the Agreement in Docusign.



If you are new to ESA+ Supplemental Services and not set up in ClassWallet:

- 1. Review the agreement to ensure that your staff are appropriately credentialed.**
- 2. Email NPS@ncseaa.edu to request that the Agreement be sent to you via Docusign.**

I heard there was a service fee in ClassWallet.

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

Our school is already set up in ClassWallet.

You don't need to do anything more, after signing the School as Provider Agreement.

Our school has never used ClassWallet.

After signing the Agreement, SEAA will give you a link to establish yourself as a “vendor” on the ESA+ debit account platform (hosted by ClassWallet). This is the only way parents can pay a provider (including schools providing Supplemental Services) with ESA+ funds.

SEAA RESOURCES

School & Provider Support Team

Work with the same team that assists you with your Direct Payment needs

NPS@ncseaa.edu

(919) 695-8742 (schools only)

ESA+ Team

Can assist you with unique ESA+ expense questions, also provides customer service to parents

ESA@ncseaa.edu (for school questions, email is best)

(855) 330-3955 (for parents)

<https://www.ncseaa.edu/k12/school-administrators/esa-program-providers/> Use the link in the left-side navigation – from your School Administrators page

Supplemental Services

