



Understanding the Educational Allowance

Twin Ridges Home Study Charter School (TRHS) is a public, independent study, personalized learning program. As such, TRHS receives specific funding from the State of California designated for the purchase of curricula, materials and enrichment opportunities that are deemed necessary for each student's personalized educational program. As a public school, TRHS must abide by state law which dictates that materials and services purchased with these funds must follow certain criteria. All materials purchased with state funds are the property of TRHS.

What is acceptable use of the educational allowance?

As a family with a student enrolled in TRHS, you work closely with your supervising teacher to determine how you use your educational allowance. You do have choice in materials and services. Though because the school operates on public funding, we must follow state law regarding what may be purchased. Parent and teacher will sit down with the student to determine what the curriculum goals are and the materials or services that may be requested to fulfill those goals. You may find that some curriculum or materials are already available for loan from the school. If you have any questions regarding the use of these funds, please see your supervising teacher.

The following are the primary considerations used when determining what is acceptable use of the allocated funds. **All requests for purchases and or services must be approved by your supervising teacher prior to being submitted.**

- All materials must be for use by the student and intended to help meet the student's educational goals and follow state standards.
- Curriculum must be appropriate to the student's educational program.
- Books: age appropriate reading material.
- Basic supplies like paper, pencils, etc. for use by the student. We cannot pay for professional grade supplies.
- Educational project materials like fabric, wood, yarn, etc.—enough for one project at a time. Materials must be non-toxic and safe to have in a home or school environment.
- Equipment for use of documented learning like math manipulatives, craft materials, musical instruments, and such.

What cannot be used with the educational allowance?

Again, because TRHS is a public school, student budget funds must follow certain guidelines. Listed below are examples of materials and items we cannot provide.

- Any item, material or curriculum considered sectarian or denominational per California state law.
- Furniture, storage, organizational items, etc. that are considered non-educational household items.
- Potentially dangerous items, such as blades, paper cutters, or dissection kits.
- Computer parts, equipment or software upgrades for personal computers. Exceptions are made for printer ink, scanners or add-on equipment needed for a project.
- Sports equipment like skis, bicycles, safety equipment, or clothing.
- "High risk" activities not covered by insurance, such as ski passes. (Ski lessons are allowed).
- Fax machines, copiers, phones, televisions, video players, power tools or dictation equipment.
- Kitchen equipment like popcorn poppers, trays, plates or silverware.
- Yard equipment like lawn watering kits, greenhouses, garden ponds or swimming pools.
- Dangerous items, such as poisons, weapons, trampolines, rocket engines, power tools, or welding equipment.

What if my student really needs a particular restricted item?

We understand that as a homestudy family your student's educational path is unique and personalized. We endeavor to embrace the many modalities of learning incorporated into our students' paths. If you have a request

that is considered outside of acceptable use of funds, please discuss that with your teacher who will consult the director/business manager. However, though we try to make reasoned consideration of special requests, please keep in mind that we may not be able to accommodate your special request due to the following:

- A particular vendor cannot accept purchase orders.
- It is past the school year purchasing date, which occurs in April.
- Too late in the year for educational benefit.
- The item or materials are already available for loan by the school.
- Excessive multiple supplies or excessive cost.
- Educational need cannot be adequately justified.

What happens when I order materials?

All non-consumable items and curriculum (e.g. textbooks, teaching manuals, etc.) remain the property of the school and must be returned after use, at the end of the school year or upon disenrollment, whichever is sooner.

- Items received will be marked as school property and listed in one of the checkout computers.
- Any property that is willfully damaged or lost must be replaced or paid for by the student/parent.

What is a vendor? What is a service provider?

A company selling materials or curriculum is considered a vendor. These companies must:

- Be located in the U.S.
- Accept purchase orders.
- Be able to ship.
- Have adequate supply of items.
- **NOTE: We cannot reimburse families for ANY purchases they make. All purchases must be made by the school.**

A service provider is considered an independent contractor who provides lessons in an educational subject, tutoring services, musical lessons, physical activity, etc. Independent contractors must:

- Be requested by the parent.
- Be fingerprinted.
- Hold a certificate of insurance.
- Sign a contract
 - **NOTE: ALL of the above must be complete before starting services. We cannot pay for services rendered BEFORE the contract is complete.**
- Forward timely invoices to the resource coordinator.
 - **NOTE: We can only pay for lessons up until the last day of school.**

Remember that any questions can be answered by your teacher, the resource coordinator or the director. When in doubt, ask. TRHS is here to support your student. Happy learning!

Charter Board Approved: June 13, 2018

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Signature Page**

I acknowledge I have read and understand the purpose of the Educational Allowance:

Parent Signature: _____ Date: _____

Student(s): _____

