



Home School Academy Purchasing Matrix

This document is intended as a reference guide and is **NOT** inclusive of all items that can or cannot be ordered.

All orders will be reviewed for reasonableness. Items ordered are for student and parent educator use only. Visions In Education (VIE) makes every effort to ensure that funds from the State of California are utilized in the most efficient manner to support the school and the students. Student funding cannot be spent on an item that could be construed as a “gift of public funds.”

When placing orders for curriculum, review all items carefully. The only items that may be **returned for credit** are items purchased through MBS (excluding Marketplace items) and TextbookX (supported curriculum only, excludes warehouse and marketplace items). These items must be returned to the Carmichael Resource Center no later than **September 20, 2019 (for Fall semester orders through September 20)** and by **February 21, 2020 (for Spring semester orders from December 1 - February 21)**.

All items ordered are the property of VIE and are returnable at the end of the student’s enrollment (withdrawal or graduation). For continuing students, items not returned at the end of the school year will be automatically retained in Launchpad at no charge and will maintain their original purchase value on the Returnables screen. This does not apply to consumable items (workbooks, puzzles, manipulatives, etc.).

Use the Note Box for any exceptional or “out of the ordinary” orders that need to be explained, including the name of a project and any items associated with the specific project. For Partner orders, provide this information via the Help Form.

Important Ordering Questions:

- Is the item **educational**?
- Is the quantity of the item **reasonable for one student**?
- Is the item a **wise use of public funds**?
- Is the item **age/developmentally appropriate**?
- Will the item be **used up by the end of the school year**?
- Is the item aligned with a specific course **listed on the Master Agreement (Grades 9-12)**?



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Guidelines

Supplementary Materials	Approved	Not Approved
Arts and Crafts	<ul style="list-style-type: none"> Reasonable quantity of items 	<ul style="list-style-type: none"> Reasonable quantity of items Paper Roll Dispenser Ready-Made Jewelry Room Decor Storage Containers / Bins
Audiobooks	<p>FREE Resources through your local Library:</p> <ul style="list-style-type: none"> Library Card required Libby - (Tablet or Phone) Instantly borrow thousands of ebooks and audiobooks. Hoopla - (Desktop, Mobile and Tablet) Instantly borrow movies, music, audiobooks, ebooks, etc. 	<ul style="list-style-type: none"> Electronic downloads <ul style="list-style-type: none"> The Resource Center is unable to deliver downloads to a student's personal device
Chapter Books / Readers / Novels	<ul style="list-style-type: none"> Graphic Novels refers to fictional or non-fictional work in which the narrative is conveyed with sequential art and complex story lines 	<ul style="list-style-type: none"> Comic Books refers to comic strips that contain a set of stories told in pictures with a small amount of writing; comedic in nature Electronic downloads
Directed Project (9-12th grades)	<ul style="list-style-type: none"> Materials / Supplies related to each project Complete computer kits up to \$300 (not individual components) can be purchased with Principal approval Note: Add the name of project in the Note Box, or via the Help Form for Partner Vendor orders 	
Electronics	<ul style="list-style-type: none"> Printer up to \$100 (technical support is not provided by VIE) 	<ul style="list-style-type: none"> Items over \$100 Computer Upgrades



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	<ul style="list-style-type: none"> Headphones / Earbuds up to \$75 Boogie Board eWriter Mouse up to \$50 	<ul style="list-style-type: none"> Batteries Tablets, Kindles, Nooks, etc. Laptops
Exploration (TK-8th grades)	<ul style="list-style-type: none"> Materials / Supplies related to each project Complete computer kits up to \$300 (not individual components) can be purchased with Principal approval Note: Add the name of project in the Note Box, or via the Help Form for Partner Vendor orders 	
Foreign Language	<ul style="list-style-type: none"> Multiple levels of one language Note: Rosetta Stone recommended for Grades 5+ 	<ul style="list-style-type: none"> Technical support is not provided by VIE
Games	<ul style="list-style-type: none"> Instructional, including Logical & Critical Thinking, Sudoku, Mad Libs, Puzzles 	<ul style="list-style-type: none"> Non-instructional and Recreational Games
Home Economics	<ul style="list-style-type: none"> Materials / Supplies related to each project Note: Add the name of project in the Note Box, or via the Help Form for Partner Vendors 	<ul style="list-style-type: none"> Clothing Dishes Food Products Pre-Made Beauty Products
Instructional Aids	<ul style="list-style-type: none"> Chalkboard, Dry Erase Board, Pocket Chart Educational Posters / Charts Pretend play related to California State Content Standards for Grades TK and K Stamp & Stamp Pad (letters and numbers; alphabet) 	<ul style="list-style-type: none"> Classroom Decor
Magazine Subscriptions	None	
Math	<ul style="list-style-type: none"> Building Sets related to geometric shapes and STEM Calculators 	<ul style="list-style-type: none"> Building Sets - Toys



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	<ul style="list-style-type: none"> • Cash Register • Flashcards • Manipulatives • Timers • Lego kits with STEM applications 	
Music	<ul style="list-style-type: none"> • Basic Replacement Parts, strings, reeds, etc. • Musical Equipment up to \$100 • Musical Instruments up to \$100 • Rhythm Kits • Note: Instrument rental only with contract between parent and approved vendor; paid for by Visions voucher 	
Physical Education	<ul style="list-style-type: none"> • Personal Exercise and Sports Equipment Items under \$100 • Fitness DVDs 	<ul style="list-style-type: none"> • Sports Equipment over \$100 • Sports clothing, shoes, helmets, gloves, hats or uniforms
Religious Content	<ul style="list-style-type: none"> • Relating to Historical and Literary Events Only 	<ul style="list-style-type: none"> • Religious Teachings • Note: Refer to the Religious Content document for helpful ordering information
Robotics	<ul style="list-style-type: none"> • Instructional Robotic Building Kits 	<ul style="list-style-type: none"> • Remote Control Toys • Transformer Toys
School Supplies - Basic	<ul style="list-style-type: none"> • Copy/Printer Paper - 2 reams (up to 1,000 sheets) per student per semester • Electric Pencil Sharpener • Ink / Toner Cartridges - 1 black and 1 color per student per semester • Laminating Equipment up to \$50 • Planners & Gradebooks • Educational Parent resource books • Reasonable quantity of items 	<ul style="list-style-type: none"> • Backpacks • Cleaning Supplies • Furniture • Office Equipment • Packing Tape and dispenser • Bulk Quantities • Storage Containers/Bins



<p>Science & Discovery / STEM</p>	<ul style="list-style-type: none"> • Microscopes: K-3 up to \$100; 4-5 up to \$150, 6-12 up to \$250 • Telescopes: K-6 up to \$100, 7-12 up to \$150 • Planting Kits up to \$50 • Seed Packets • Soap / Candle Making Kits • Globes 	<ul style="list-style-type: none"> • Pre-Made Beauty Products • Hazardous Chemicals • Jars / Planters / Pots • Soil / Compost • Tools (gardening & building) • Food Products
<p>Toys</p>	<ul style="list-style-type: none"> • Building Kits aligned with STEM 	<ul style="list-style-type: none"> • Action Figures • Animal Figurines • Cars / Trucks • Dolls • Stuffed Animals
<p>CDs / DVDs / Videos</p>	<ul style="list-style-type: none"> • Educational 	<ul style="list-style-type: none"> • Microsoft Office • Computer Upgrades

Updated: May 10, 2019