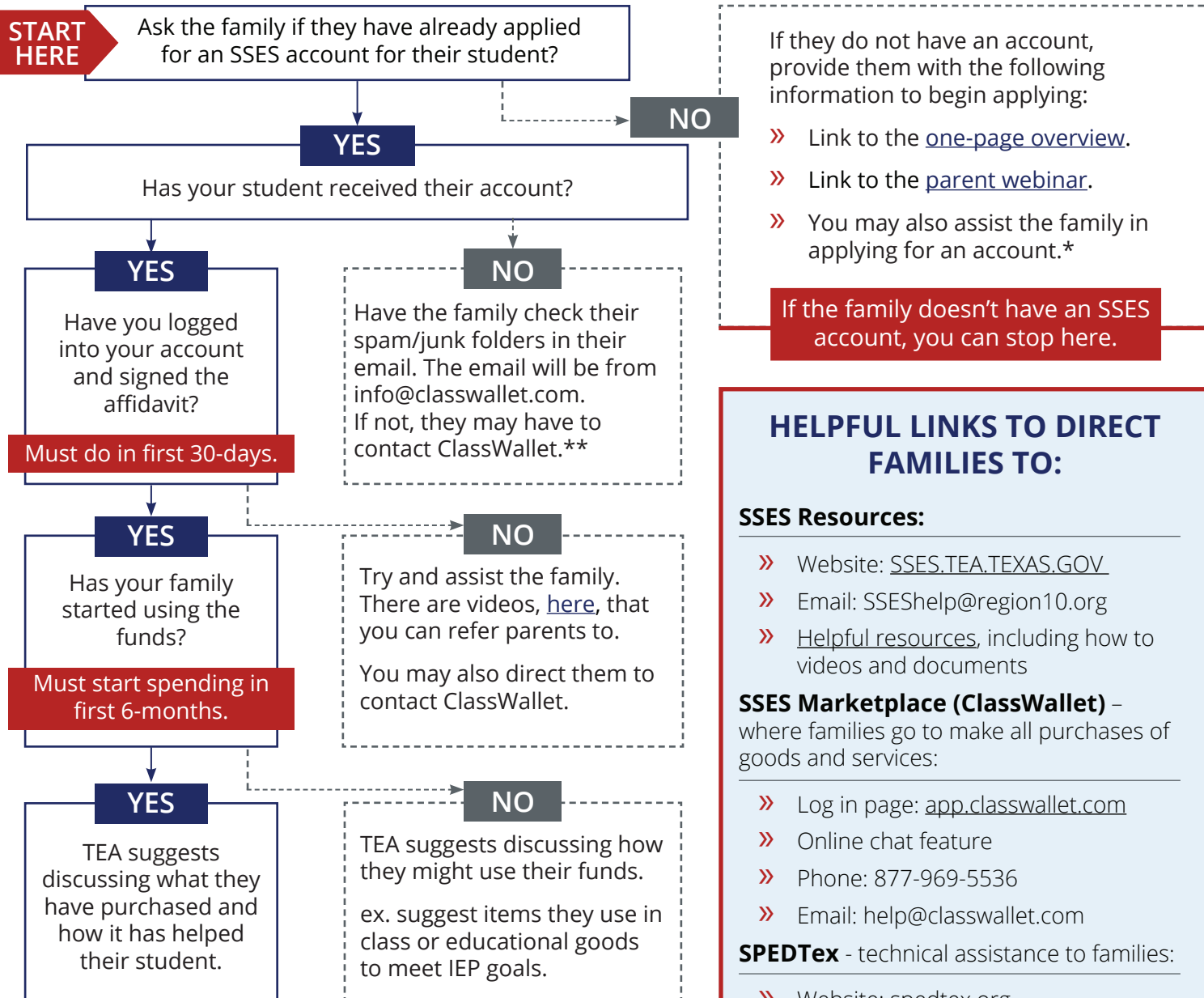# ARD Committee Flowchart:
Supplemental Special Education Services (SSES)

This document serves a guide to assist ARD Committees with the Supplemental Special Education Services (SSES) Program and is to be used to **determine if a family has an SSES account**.

SUGGESTED FLOWCHART FOR FAMILIES DURING AN ARD MEETING:

START HERE

Ask the family if they have already applied for an SSES account for their student?

YES

Has your student received their account?

NO

If they do not have an account, provide them with the following information to begin applying:

» Link to the one-page overview.
» Link to the parent webinar.
» You may also assist the family in applying for an account.*

If the family doesn't have an SSES account, you can stop here.

YES

Have you logged into your account and signed the affidavit?

Must do in first 30-days.

NO

Have the family check their spam/junk folders in their email. The email will be from info@classwallet.com.
If not, they may have to contact ClassWallet.**

YES

Has your family started using the funds?

Must start spending in first 6-months.

NO

Try and assist the family. There are videos, here, that you can refer parents to.

You may also direct them to contact ClassWallet.

YES

TEA suggests discussing what they have purchased and how it has helped their student.

NO

TEA suggests discussing how they might use their funds.

ex. suggest items they use in class or educational goods to meet IEP goals.

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* If there are still accounts available.

** There is a chance families have been placed on a waitlist. If this is the case, they will have received an email from SSESApplications@tea.texas.gov telling them this.

HELPFUL LINKS TO DIRECT FAMILIES TO:

SSES Resources:

» Website: SSES.TEA.TEXAS.GOV
» Email: SSEShelp@region10.org
» Helpful resources, including how to videos and documents

SSES Marketplace (ClassWallet) – where families go to make all purchases of goods and services:

» Log in page: app.classwallet.com
» Online chat feature
» Phone: 877-969-5536
» Email: help@classwallet.com

SPEDTex - technical assistance to families:

» Website: spedtex.org
» Online chat feature
» Phone: 1-855-773-3839
» Email: inquire@spedtex.org

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