

NORTHSHORE SCHOOL DISTRICT

ONLINE PAYMENT SITE INSTRUCTIONS

Contents

Logging In..... 2

Purchasing Items..... 3

Student Receipts and Ledger 8

Fines and Fees..... 8

FAQs..... 9

Contact Information..... 13

Logging In

<https://schoolsales.nsd.org/>

Northshore School District
Strengthening Our Community Through Excellence In Education

User Name:

Password:

Sign in using your TouchBase login information
--or--
If you do not have a student at Northshore, you may create a guest login.
Purchases made using a guest login **WILL NOT** be credited to a student. [CLICK HERE](#) to create a guest login.

For the best viewing experience with TouchBase, please use Internet Explorer 9 or 10 and have "Compatibility Mode" turned on.
Otherwise, use of other browsers such as Google Chrome, Mozilla Firefox, and Safari are highly recommended.

[Need help using this site?](#)

© 2017 | 3330 Monte Villa Parkway, Bothell, Washington | [Terms & Conditions](#) | [Help](#)

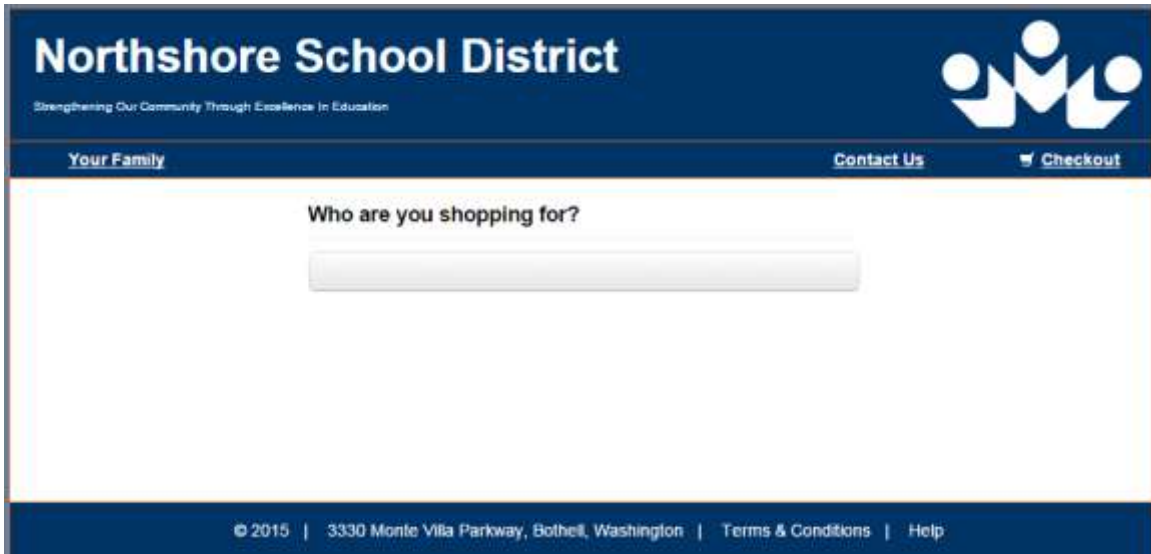
User Name and Password

Contact your student's school to obtain your TouchBase user name and password.

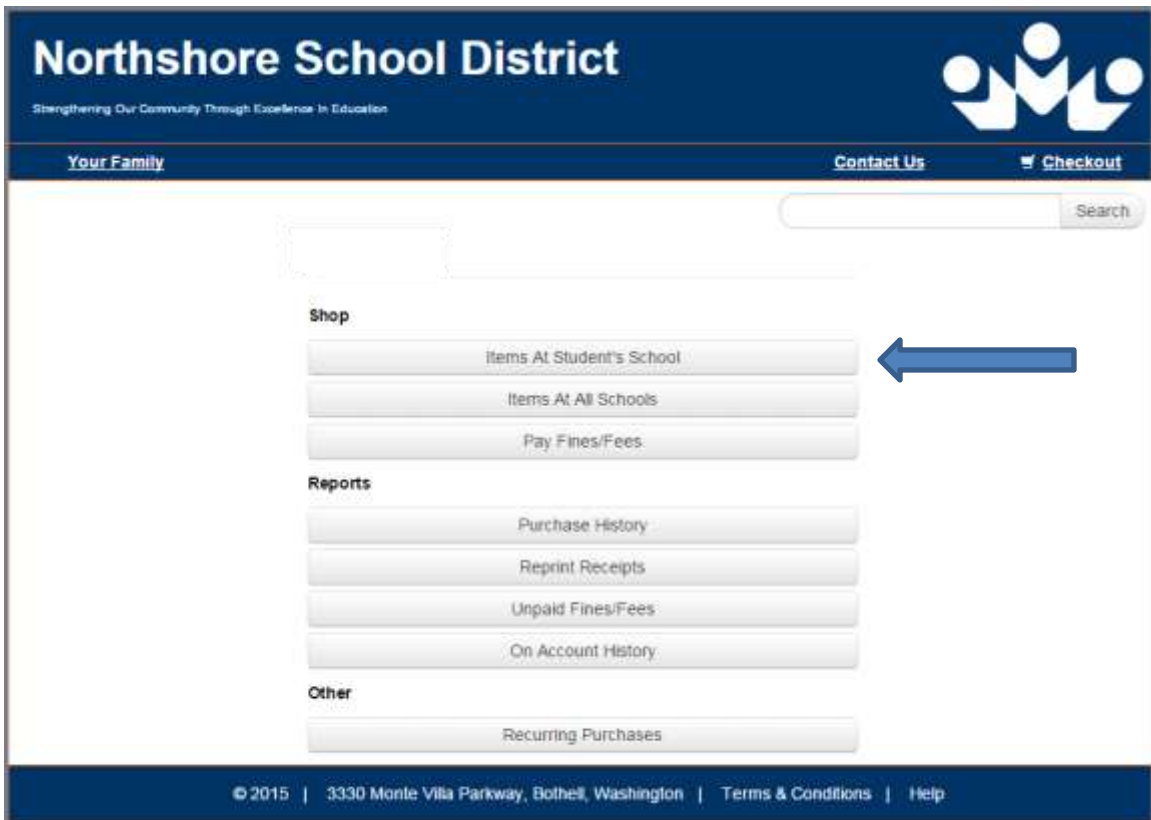
You may create a guest login to purchase items not related to a student account such as event tickets and fundraiser items or to make a donation.

Purchasing Items

Click on the name of the student you would like to purchase items for.



Select "Items At Student's School."





Add available items to your cart.

Your Family [Contact Us](#) [Checkout](#) 1

Shopping for

You are here [DISTRICT](#) / [High School](#) / [Inglemoor High School](#) / [ASB CARDS](#)

Categories [ASB IHS](#) | [ASB 9th Grade](#)

Item	Qty	Amount	
 ASBC14-15 ASB Card 2014-2015 Pictures for ID/ASB cards will be taken September 5 during English classes. Picture retakes and make-ups will be taken October 9. Picture ID is required to ride school busses. Students are required to carry picture ID when on campus. ASB purchase is non-refundable.	1	\$55.00	<input type="button" value="Buy"/>
 ASB9/14-15 9th Grade ASB Sticker 2014-2015 Please choose this item for your 9th grader playing a high school sport. 9th grade ASB sticker available for pick up at your junior high or high school. 9th grade ASB sticker attaches to junior high ID card. Purchase early for free admittance to home games. ASB is non-refundable.	1	\$55.00	<input type="button" value="Buy"/>

Review your cart your cart at any time by clicking on the “Checkout” link at the top right of the screen.

Your Family [Contact Us](#) [Checkout](#) 1

Your Cart

Customer	Item	Price	
	ASB Card 2014-2015	\$55.00	<input type="button" value="Remove"/>
		Subtotal	\$55.00
		Tax (0.00%)	\$0.00
		Processing Fee	\$1.95
		Total	\$56.95

* Important notice: you may be charged a processing fee for your online purchase.

1. Review items for purchase
 - Remove items if necessary
 - Review total
2. Continue shopping
 - This will return you to the item listing

- You can purchase items for another family member by choosing the “Your Family” at the upper left of the screen
3. Proceed to checkout and payment process
- Continue to billing information screen to finish transaction

Input billing information

- **Cards accepted** – Visa, Mastercard, American Express

The CVV code is the three-digit code located after the credit card number on the signature strip of Visa & Master Card. The American Express code is a 4-digit number located on the front of the card (see example).

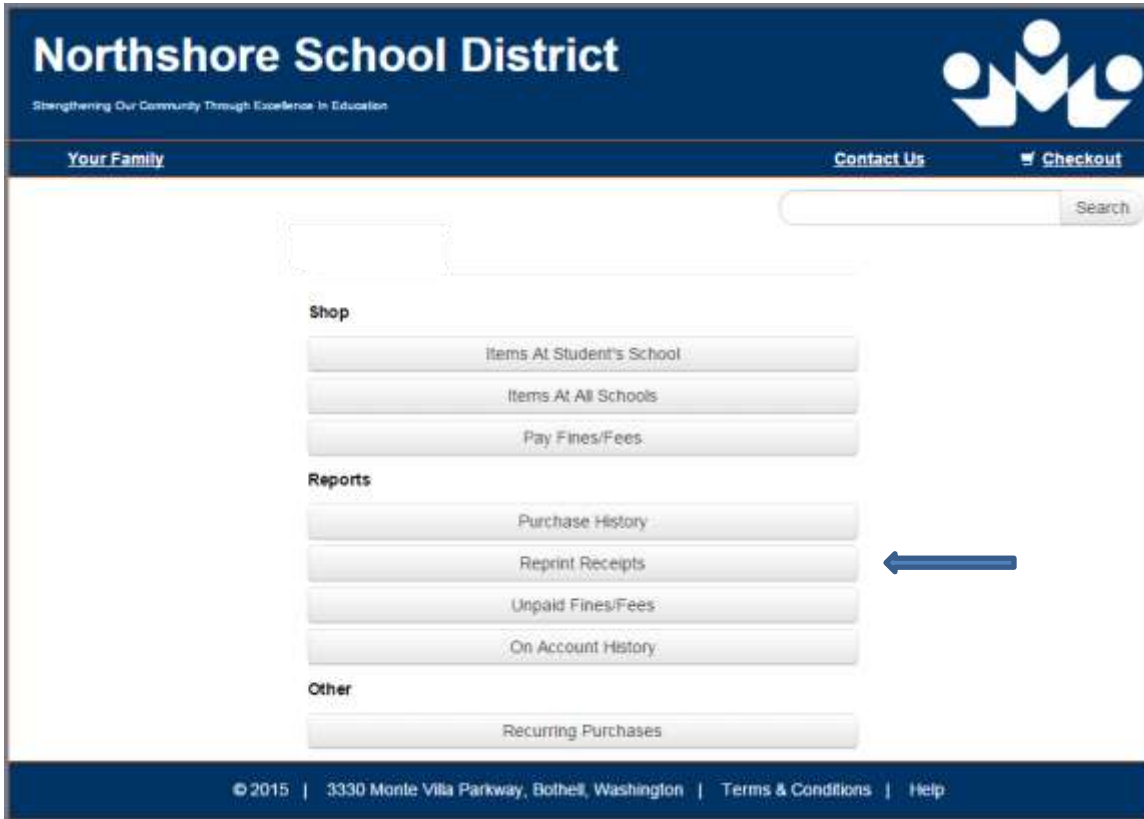
This site has elected to only accept credit card transactions with these extra security numbers, making your payment as secure as possible.



Note: Your credit card will be charged after clicking “Pay Now”

Student Receipts and Ledger

You can access and/or print individual receipts for any student by clicking on their name and selecting “Reprint Receipts.” The listing includes all receipts for that student, including purchases made at the school building.



Similarly, by selecting "Purchase History" you can access a listing of all purchases for that student.

3/7/2013 8:50 AM

Customer Ledger

Northshore School District
3330 Monte Villa Pky
Bothell, WA 98021

Dates 1/1/2000 - 3/7/2013
Excludes Charges On Account
Includes Deposits On Account

125 Main St
Bothell, WA 98021

Phone Number: none
Grade: 11

Receipt #: 000071 **Origin Site:** Bothell High School
Date/Time: 03/01/2013 09:39 **Destination Site:** Bothell High School

Item	Item Description	Memo	Qty	Price	Line Total
CHOIR FEE	CHOIR LAB FEE		1.00	\$20.00	\$20.00
Total:					\$20.00

Receipt #: 000071 **Origin Site:** Bothell High School
Date/Time: 03/01/2013 09:39 **Destination Site:** Bothell High School

Item	Item Description	Memo	Qty	Price	Line Total
SPORTS FEE			1.00	\$15.00	\$15.00
ASB CARD			1.00	\$15.00	\$15.00
Total:					\$30.00

Receipt #: 000071 **Origin Site:** Bothell High School
Date/Time: 03/01/2013 09:39 **Destination Site:** Bothell High School

Item	Item Description	Memo	Qty	Price	Line Total
PARKING			1.00	\$12.00	\$12.00

Fines and Fees

You can pay for outstanding fines and/or fees by selecting “Pay Fines/Fees.” Each fine/fee will be listed individually and can be selectively added to your cart.

Note – Some optional items will not be available for purchase if the student has outstanding fines or fees. If you have any question regarding an outstanding fine or fee, please call your building ASB bookkeeper (see “Contact Information” below).

FAQs

Do I have to purchase online?

- No. You can pay at the school building during normal business hours. Please contact the bookkeeper to determine business hours for your school (see “Contact Information” below). Note: Credit cards are only accepted online.

Can I pay for multiple students on one transaction?

- Yes. You can add items to your cart for as many students as you like and pay with a single transaction.

I have a student who previously graduated. Why do I still see him/her?

- The system keeps past student accounts open to accommodate payment of outstanding items (fines, fees, etc.).

How do I request a refund?

- Please contact the bookkeeper at your school to request a refund (see “Contact Information” below).

Contact Information

Questions? Please contact the bookkeeper/secretary for your school:

High Schools

Bothell High School

Jennee Balyeat
jbalyeat@nsd.org
(425) 408-7033

Inglemoor High School

Sarah Heindel
sheindel@nsd.org
(425) 408-7227

Woodinville High School

Denise Schwans
dschwans@nsd.org
(425) 408-7504

SAS

Beth Schoen
bschoen@nsd.org
(425) 408-6601

Jr High Schools

Canyon Park Jr High

Debbi Fisher
dfisher@nsd.org
(425) 408-6303

Kenmore Jr High

Brooke Jaeger
bjaeger@nsd.org
(425) 408-6404

Leota Jr High

Denise Nickels
dnickels@nsd.org
(425) 408-6503

Northshore Jr High

Anna Shipley
ashipley@nsd.org
(425) 408-6703

Skyview Jr High

Diana Alo
dalo@nsd.org
(425) 408-6803

Timbercrest Jr High

Wen Hay
whay@nsd.org
(425) 408-6903

Elementary Schools

Arrowhead Elementary

Jo Wild
jwild@nsd.org
(425) 408-4000

Frank Love Elementary

Lori DeBardi
ldebardi@nsd.org
(425) 408-4600

Shelton View Elementary

Kim O'Neill
koneill@nsd.org
(425) 408-5200

Bear Creek Elementary

Patty Odle
podle@nsd.org
(425) 408-4100

Hollywood Hill Elementary

Judy Robb
jrobb@nsd.org
(425) 408-4700

Sunrise Elementary

Barbara Cordray
bcordray@nsd.org
(425) 408-5300

Canyon Creek Elementary

Sue Hanson
shanson@nsd.org
(425) 408-5700

Kenmore Elementary

Megin Herron
mherron@nsd.org
(425) 408-4800

Wellington Elementary

Virginia Munger
vmunger@nsd.org
(425) 408-5900

Cottage Lake Elementary

Laurie Lundberg
llundberg@nsd.org
(425) 408-4200

Kokanee Elementary

Karen Johns
kjohns@nsd.org
(425) 408-4900

Westhill Elementary

Patty Wimmer
pwimmer@nsd.org
(425) 408-5500

Crystal Springs Elementary

Caron Bear
cbear@nsd.org
(425) 408-4300

Lockwood Elementary

Lynn Zenk
lzenk@nsd.org
(425) 408-5800

Woodin Elementary

Theresa Cussac
tcussac@nsd.org
(425) 408-5400

East Ridge Elementary

Rae Anne Jordan
rjordan@nsd.org
(425) 408-4400

Maywood Hills Elementary

Mary Goure
mgoure@nsd.org
(425) 408-5000

Woodmoor Elementary

Lynne Lindberg
llindberg@nsd.org
(425) 408-5600

Fernwood Elementary

Patty Ponce
pponce@nsd.org
(425) 408-4500

Moorlands Elementary

Jackie Eggers
jeggers@nsd.org
(425) 408-5100

Sorenson ECC

Clarissa Dillard
cdillard@nsd.org
(425) 408-5570