

**2024 FALL
PARENT
PACKAGE**

PROJECT SOME

Springboard Network, Inc.

It's All About The Teens!

ABOUT THIS PACKAGE

This package contains your Agreements. It's critical that you read this entire package.

- Request a free consult prior to sign-up. Email myndfullnyc@gmail.com or text 917-328-4759
- When done reading, you can sign up for courses & execute this package at: somenyc.org/enroll.
We do not accept emailed or print copies. This is your downloadable copy to keep for your records.
Read and learn all you need to know to participate in SOME.

WHAT WE DO:

- In accordance with Springboard's mission, Project SOME provides bespoke high-quality, low-stress educational support, bringing the whole non-conventional team together into community.
 - a. We provide private consultations for after-high-school planning, to demystify the procedural aspects of homeschooling, and for other needs of parent-guardians.
 - b. We also facilitate PROJECT SOME, a service that matches guardians to vetted instructors for cost-effective, in-person, secular, outsourced coursework. We're your support network as you administer and manage your teen's education!
- Project SOME address outsourcing needs because we understand, at the *high school level*, sometimes specialized tutors are needed for the complexities of secondary-level subjects. We provide access to highly-qualified independent instructors, most with a Master's degree or higher, and with years of experience. Their [courses](#) are particularly crafted to not just meet DoE requirements but moreso to offer creative, applicable-to-life, and even academically-enriched coursework. We provide an array of tools for guardians to monitor coursework and assignments and hubs for everyone to connect.
- Courses are conducted in very small groups, comprised of 3-10 students max. This allows for better individualized attention while minimizing cost for quality, in-person instruction. Enrollment is open to teens aged 13-18. Coursework levels are based upon your assessment of your teen's proclivities and skills, rather than on conventional age/grade classification. Course descriptions/levels by the instructors will guide you, and one free consultation will help interested parents!
- PROJECT SOME provides a safe environment for learning and, secondarily, social community: instructors provide their in-person courses *in a single co-op location*, limiting the complications of commuting. This also fosters a strong sense of community between instructors and students, and a high degree of mutual support and comradery between teens.

WHAT WE DO NOT DO:

- Springboard is NOT a school and receives no state or federal funding. We do not provide educational administration.
- We do not interfere with *your* right to administer your teen's education. We support *you* as you support your teen because it really is all about the teens!
- Springboard is NOT a tutoring list. We do our part: we find quality instructors and focus on organizing everyone. You do your part: you select courses, handle the "adult business" with efficiency/timeliness, and monitor progress/provide at-home oversight via community Google docs. Of course, you report your teen's academic progress to the Dept. of Education.
- We do not grade your teen. The instructors kindly provide evaluations to aid in placement, as well as offer written post-course assessments as an additional aid for your reporting. Close communication, and gratitude-over-attitude are essential to craft a willing community - not an institution.

This is your copy to download and save.

When done reviewing all sections, please return to the website to execute this Package.

INDEX PAGE

CLICK LINK to jump down to any area in the PPkg.
The recommended reading order is left-to-right.

Basics	Important Dates	How-To Register	Registration Phases
<ul style="list-style-type: none"> Physical address Handy links Director contact info Socials, etc. 	<ul style="list-style-type: none"> Semester start/end Orientation dates 	<ul style="list-style-type: none"> Your essential guide. Read first before signing up for courses. 	<ul style="list-style-type: none"> Four registration phases to choose from. Pricing Basic terms for refunds, added courses, etc.
Reg Terms, Conditions, Policies	The Bespoke Project	Forms	
<ul style="list-style-type: none"> The details of each phase of registration. General terms and conditions that apply to all phases. 	<ul style="list-style-type: none"> Pedagogy & Mission Your Part Our Part Your Teen's Part Overall Culture During-term procedures 	<p>These are your agreements and signature pages, all of which are executed online. This printed copy is for your records.</p>	

We're here to answer any questions you might have.

This PPkg is a long read, but it's our job to be clear and your right to know!
No surprises. Nothing hidden. We co-pilot together.

It's actually *easy* to register but still read the entire package. We're providing something completely unique in the decentralized learning space, and so every detail counts toward making this bespoke project happen *for your teen*.



MOST-BASIC INFORMATION

NEED-TO-KNOW

- ✓ If enrolling more than one teen, you must complete an Online Package for *each teen*.
- ✓ You must complete the ON-LINE Package *PRIOR TO* signing your teen up for any classes. Sign-ups received prior to a completed Parent Package will not be processed.
- ✓ PROJECT SOME works via Google docs and email. Most of the resources you will need to administer and participate in your teen's education are available through two ON-LINE hubs (Private & Community) hosted on Google Drive. Training is available, but use of these online hubs is required for participation. You will have 24/7 access to these hubs once we process your completed Online Package.

OFFICE & Project SOME ADDRESS

Location:

88 Nassau Street (near Fulton Street)
4th & 5th floors, NYC
New York, NY 10038

Coordinator:

Krista Retto
917-328-4759
myndfullnyc@gmail.com

LINKS TO KEEP HANDY

During Registration: Spring '24 Available Courses: [Working Course Catalog](#)

- **More than 40 courses!** Courses proceed if minimum enrollment is reached. Springboard provides access — your signups determine the courses. See page 8 for more information.

Once You've Registered: [Registered Parent Login](#)

- Once you sign up, you'll receive a website login. This login will give you all the access to everything! You will have a private folder to hold invoices and reports, and ac
- Weather-related/emergency alerts & closures are posted on the website by 8:00 AM on the day of closure/emergency notice. Please *do not* contact Springboard regarding closures.

Optional - Join the SOME Parent Pod / [FB Group](#)

- Parents can connect with one another vis their personalized FB page. Kindly respect one another: if you "friend" another parent, please remember the no-negative culture we foster.

Fulton Street



New York City Subway station complex

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Section Divider

IMPORTANT CALENDAR DATES

*We do not follow a religious or public holiday calendar. Days off, beyond the days noted, are left up to each family to decide.

IMPORTANT DATES	
Registration Phases	Early Bird Registration: May, 2024 - June 7
	Term Registration: June 8 - July 31
	Late Registration: August 1 - September 1
	Limited (1-2 courses only): August 5 - September 1
Course Changes	August 16-19. August 20 the final course calendar is set.
Parent Orientation & Meet-the-Instructors	Thursday, September 5th 6:00-7 Orientation and 7-7:30pm Instructor Handshake
Teen Orientation (and event)	Returning Teens: Materials Pick-Up, September 4th - 5pm
	(required) 1st Time Teens: September 4th - 4pm-5:30pm
	(optional) 5-6pm Teens can mingle - food, music
SOME Fall Term	September 9th - December 16
Holidays & Closures:	November 27th, 28th & 29th - Thanksgiving
	Midway Break: October 21st & 22nd - Closed
	Winter Activities: (optional) December 17, 18, 19

ADDITIONAL NOTES
If you and/or your teen cannot attend an Orientation event and you are new to the program, write myndfullnyc@gmail.org and notify us.
<i>At the time of Registration, all teen(s) should kindly fill out an "About You" document: For Your Teen</i>
Assessments (aka, report cards) will be delivered within two weeks after Activities Week.

HOW TO REGISTER: PHASES, DUE DATES & COURSE SIGN UP

Let's Get Started

We have been successful because guardians self-inform while we co-pilot your endeavor. More than 40 courses have proceeded *each* semester! Very proudly, the collective hard work between you, the instructors, and Springboard has allowed non-conventional learners to soar. Teamwork!

Recognizing and appreciating your choice to homeschool and realizing the expense is real, this Project was built to help you locate excellent tutors/instructors, and outsource affordably via small-groups (under 10 in any course). With small-group, guardians get costs significantly lower than private tutoring or parochial school, and surely without those constraints. Teens benefit too; they get uncompromised access to inspiring, secular academics/electives usually only exclusive to private school students! Finally, being held in-person, teens build community here, avoiding the isolation of online learning. Such benefits *do* require the adults' best efforts, though, so we've made it as easy as possible.

After Reading This Package, Steps to Take:

1. Select the *registration phase* (described below) for each teen you will enroll.
2. Select the courses on that same web page. You'll be contacted within 24 hours after receipt.
3. Once approved, you'll receive a website login. This single login gives you access to your own Private Folder (invoices and assessments held here) and access to a Community hub to monitor your teen's progress throughout the semester.

Phased Registration

Registration costs are determined by registration phase dates. There are four phases. **Early, Term,** and **Late** phases require enrollment in a minimum of four (4) courses. The **Limited** phase is reserved for those who want to try out the Project for a low flat fee (thus strictly limited to enroll in one or two courses maximum). First-come, first-serve. Wait-list is sometimes available.

For All Phases

- The Course Sign-up and this Parent Package are completed together on one online form. The form must be completed for *each* teen. Note that the terms within the Package are fixed and cannot be amended or adjusted. This is necessary for safety and insurance.
- If an instructor/SOME cancels a course *before* the semester start, you will be refunded 100% for that course. If an instructor must cancel a course *after* the semester starts *and* no replacement instructor is available, you will be refunded on a *pro-rata* basis. If you drop a course that is proceeding, there are fees. See the following schedule on the next page.
- When signing up, carefully note minimum enrollees for each course. Courses are contracted to proceed once minimum enrollment has been reached, or you will get a 100% refund.

Helping Ease Your Cost Burden: Multiple Due Dates

SF: The Springboard Fee (SF) is a flat fee for each teen for each term. The SF must be paid first and separately from course fees. This is Springboard's fee covering all Project administration, sourcing/vetting instructors, consultations, evaluations, assessments, and your teen's basic materials. This fee is non-refundable. You will find this amount and due date (and the CF's) on your invoice.

CF: Course Fees (CF) are the tally of courses you select. They are dedicated instructor/course fees. You pay *a la carte* per course and the course fee is for the entire semester-long course. Springboard collects and disperses the CFs to instructors to save parents the mayhem of paying multiple instructors and to ensure the instructor attends each week. Except for Limited Phase, guardians pay this fee in **two** installments.

REGISTRATION PHASES: Fees, Refunds, and Dates

SF = Springboard Semester Fee

CF = Instructor/Course Fees

Registration Phases			
Selection of 4+ Courses Required. For one or two courses, select Limited phase.			
Early Bird Phase (May 12-June 7)	Term Phase (June 8-July 31)	Late Phase (Aug 1-Sept 1)	Limited Phase (Aug 5-Sept 1)
Each course \$375* Semester fee \$750	Each course \$410 Semester fee \$750	Each course \$430 Semester fee \$765	see below
<p>*Returning Parents get discounted CF - \$365 per course.</p> <p>SF: Due any time before July 31. Not refundable.</p> <hr style="width: 20%; margin-left: 0;"/> <p>CF: A course deposit of \$740 is due <i>before</i> June 7, will be applied to your total CF, and is not refundable. <i>If paid late, your CF will go up to \$410 per course.</i> Your CF balance will be split in two, payable Aug 30 and Sept 30.</p> <p>Any dropped by you after Aug 16 will not be refunded.</p>	<p>SF: \$750 non-refundable semester fee due at sign-up.</p> <p>CF: Course fees split into two easy payments, payable Aug 21 and Sept 21. You can opt to pay both on Aug 21.</p> <p>CF's are 100% refundable before August 16th or if SOME cancels a course. Any course dropped by you after Aug 20 will not be refunded.</p>	<p>SF: \$765 non-refundable semester fee due at sign-up.</p> <p>CF: Course fees split into two due easy payments, payable on Sept 1 and Oct 1.</p> <p>CF's are 100% refundable before August 16th or if SOME cancels a course. Any course dropped by you after Aug 20 will not be refunded.</p>	<p>Limited terms: Sept 1: \$250 is due. Sept 15: The balance is due (balance is either \$400 for one course or \$800 for two courses).</p> <p>This phase is designed for those who want to "try" Project SOME. A <i>maximum</i> of two courses may be selected. No exceptions. Three courses or more fall under the other phases of registration. No refunds unless SOME cancels a course.</p>

⇒ **Courses may be added *without* instructor approval before September 16. Students may sit in any first class not filled to max capacity to audit and potentially add a class.**

⇒ **Courses are *a la carte*. The CF depends on the number of classes you choose.**

⇒ **Sibling discount available.**

⇒ **The SF fee must always be paid separately and first.**

⇒ **First come, first serve. Very limited seating. Under 10 in any course.**

MUST-KNOW: Registration Phase Terms & Conditions

⇒ **Process for Registration and Course Sign Up:**

All first-time registrants should arrange a free consultation before signing up for courses. However, you can fill out this Package and sign up without a consult. If there are questions on coursework beyond the course descriptions provided, we can answer them during this call.

⇒ **Steps and Fee Details:**

1. Simply pick your desired phase for enrollment.
2. Return to the Course Selection form when you're done reading this PPkg.
3. Select your courses.
4. Stay on top of your email - we'll contact you usually within 24-hours with a login for the website. This login gives you 24/7 access to a Private Google Folder -- your course selection list from registration will be generated on an invoice in this folder. *No payment is due on the actual day of sign up.* We review registrations and finalize within a day or two using this invoice to communicate and shore up. Refunds are detailed by phase, but we ALWAYS refund 100% of the course fees for ANY course an instructor/SOME might cancel during the registration phases.

⇒ **IMPORTANT! Confirming/Adjusting Courses:**

To make so many courses available to your teens, courses can only proceed depending on enrollment. Your clear understanding on enrollee minimums for each course and the deadlines below is necessary and appreciated. Here's how it works!

August 16: SOME tallies the enrollments for every course, seeing which have and which have not met the minimum enrollment requirement. If minimum enrollment has been reached, the course WILL proceed. This is guaranteed through instructors' contract with Springboard.

If a course has *not* reached minimum, here's the process:

August 17-19: If a course has less than minimum students, instructors mark the course with "cancel" or "conditional." SOME will contact you if, and only if, you signed up for any of these. Check your email on August 17th! You will find that a "comment" has been placed on your invoice. You may also simply login from the website and visit your invoice directly.

- ⇒ Again, only parents who have teen(s) enrolled in "Cancel" and "Conditional" courses will be notified and the invoice will be notated. No notice, no worries, and no need to do anything.
- ⇒ If "Cancel" - the instructor has cancelled the course, and you will be *fully refunded* for any cancelled course(s). Note that instructors go to great lengths to *not* cancel. When possible, in fact, they'll sometimes still offer the course even with low enrollment. This is up to each instructor, obviously.
- ⇒ If "Conditional" - this means that the course can proceed or cancel *conditionally*. Guardians with teens enrolled in these courses will be asked for urgent communication. Depending on the situation, the instructor might, for example, request each parent chip in a little extra to make up part of a fair wage for them. *You have the right to deny this offer, and drop the course at no charge.* Please be mindful *why* an instructor might request additional funds -- having less students impacts (respectable) commuting/teaching wages. By the 19th, the parents/instructors must arrive at an agreement or the course will cancel.

August 20: The final course calendar will be posted to all.

Course Enrollment Summary & Further Considerations:

First-come, first-serve. Seats are held in the order sign-up is received. Waitlist is usually available.

All instructors agree, contract, and proceed to teach a group depending upon *enrollee count* (which confines their ability to take other instructing offers). Spread the word to get a course soaring!

Instructors make a dedicated effort to describe their course(s). Your careful review of this before sign-up is essential. Evaluations for ELA and Math are available to help you assess Math and ELA skill readiness.

Since a very limited number of seats are available, and since you build your schedules around these signups, we ask you to *consider*: before August 20th, please do not just hold a bunch of seats and then drop courses. This is a critical kindness to each other and to our instructors.

Please do not pay late *nor* early. This confuses accounting, and there is no "accounting department" to remind you of due dates. Note that late payments can forfeit the seats booked or change rates. Further, late payments during the term, such as the first or second CF payment, might result in late fees or prohibiting a teen from attending until payment is resolved.

- Our community prides itself on being mindful! Therefore, please do realize that SOME instructors are working at below-rate for your teens and go to extreme lengths to make our project a safe, uplifting learning environment. Further, they offer two payments to ease parents' upfront costs. Please return their dedication to you and your teens.
- *No payment should be sent until you login and review your invoice*, noting the exact due dates. Your invoice serves as a list of selected courses (and we use it to make notes to each other on drops, cancellations, and adding courses as well. Being online, it's available for your review 24/7. If you desire or require training on Google Docs, please attend the orientation. Again, while we facilitate payment to the instructors via the CFs, please note that you hire the instructors, thus the CF payments are to *the tutor* for each course, not Springboard. We're *helping* by meting out your payments to instructors - kindly do not make us chase payment.

Should an instructor ever have to be absent, work is provided by them directly to the students, and/or the class will have coverage, and/or be made up. We discourage dialing-in; we are very purposefully in-person as part of our pedagogy. If a student is out, however, they can reach in to their instructor and it will be up to them to figure out the best arrangements.

Semester-end assessments are given by instructors at-will and take two weeks to write, collect, and deliver. We cannot force instructors to remit these but we've not had an issue to date. Finally, if there are still questions, ask freely. Springboard may even put the parent directly in touch with an instructor.

Additional Notes:

Due dates may be extended for genuine emergencies, at the sole discretion of either Springboard or instructor. Any and all notations will be added directly on individual invoices for your and our record. Returned checks will be charged the bank fee. Ongoing non-payment can result in the potential loss of a seat in any or all courses with no refund. The parent/guardian executing these documents is responsible for full payment. If someone other than signatory on this package will be paying, the signatory must write the Director and provide this person's name and email address -- but *the signatory* is still responsible to communicate with the person paying. We will not communicate with anyone but the signator on the Registration. This also ensures privacy! CF fees cannot be transferred from one student to another nor to other courses - payments go to the individual instructors for each specific course.

THE BESPOKE PROJECT

⇒ **Pedagogy:**

Although Springboard synchronizes the instructors, we are committed to pedagogical excellence for the teens by vetting the instructors involved with Springboard. We discuss/review the coursework to be covered to ensure best practices that fit our mission. Our director helps develop each semester's offerings based on parent needs, but the instructors determine the actual offerings. They tie together the coursework cross-subject where possible, so the students are learning more than a bunch of "unrelated" things, removed from practical life and associative understanding. This connectiveness is, in fact, what we hold as most valuable in any educational endeavor.

Similarly, parent and teen should share this vision of whole-ism for it to be a right fit. Instructors make the coursework and environment awesome, while careful course selection and commitment to attending is your and your teen's aim. In small-group, when even one person misses too many classes or slacks off, it disables exciting discussion and derails the community goals. We are in-person with purpose, but a dial-in once in a while is accommodated by the instructors.

Parents have the authority to report. It's imperative, then, that guardians be engaged too. Utilizing the Community Hub, parent monitoring is encouraged. Instructors will always reach in if there are any specific issue not apparent from the hub, and SOME's director will often facilitate resolution conversations. No teen falls through the cracks here!

Academic subjects as required by the NY Board of Education are offered during varying semesters. Sometimes requirement-fulfillment will spread across Fall/Spring terms (notated in the course descriptions). Unfortunately, we cannot guarantee instruction for any subject *all* the time -- course offerings are entirely dependent upon *instructor offerings*. However, every course aims to always offer full completion of any subject, especially STEM courses.

Each student is guided at *their own* skill level, while basic K-8 skills sets are anticipated to have been previously obtained. Bridge courses *are* available to ramp up students who need high school-level readiness in English, Math, and Science. For example, Roots, Critical Skills, etc. are great 'bridge' courses for students who are not-so-great in English and a slower track Algebra is split into two semesters for those who struggle with math. Such courses will build a student's readiness for later high school coursework. Conversely, we also offer, for example, "fast track" Algebra for students who naturally excel in math, completing all of Algebra 1 in a single semester. The course descriptions detail these concerns, and sign-up consultations for new parents are thus a vital part of working together for best selections.

Coursework levels within the course descriptions are an immediate measure for parent/teen to determine level of difficulty, but any additional questions about coursework should be presented before course sign-up. Again, Math & ELA assessments are available for free on our site. You can administer them at home. Additionally, Springboard can provide surplus services and referrals if requested at a low rate and when possible.

All to say: we co-op Orientation events so they are important to attend for parent readiness; being on top of your email throughout the term is necessary; the more you know now, the better it will be for *your teen*. Adults forge the team effort!

A. Your Role as Guardian

While PROJECT SOME identifies instructors, the parent/guardian wholly maintains their right and role as administrator, as reports to the NY Board of Education as lead educator and principal.

We source. Instructors teach and assess to help. You choose/oversee student work and report.

All parents are given 24/7 access to Springboard's Google Hubs to monitor teen progress throughout the semester, posted by instructors directly. Guardians report courses *by instructor name* (SOME is not to be listed since Springboard/Project SOME is not providing coursework). Parents utilize documents in the Google folders for all reporting needs. Complimentarily, each teen receives an individualized end-term review from the instructors for each course taken (within two weeks after the end of the term). This is a *helpful* means at end-term. If you need to report before this, please use your own gauge.

For safety, privacy, insurance, and other concerns that respect and regard various family structures, Springboard and instructors will only coordinate with the parent/guardian executing this package (the signatory). Families may share information in the Hubs as privately-determined by the authorized signatory, who will only be given view-access to Google docs. Signatory must request in writing that another person's email be added for such access. *Springboard will not directly communicate with anyone but the signatory.*

When electing to participate in PROJECT SOME, excellence is modeled and reinforced by all adults involved. Designated parent/guardian agrees throughout the semester to:

- *Regularly* check email for correspondence (and to respond in a timely fashion).
- Careful reading of all correspondence and documentation. This is necessary for the benefit of your teen and due to the constraints of such a small, unfunded project, it is simply impossible to manage otherwise. Most questions/needs are met and in the 24/7 accessible Google hub documents and on our website. Please always look to these first.
- Notify both instructor and Springboard if any parent, teen, or emergency contact information changes.
- Carefully observe participation rules, absence notifications, lateness concerns, and help the learning flow by reinforcement at home (section below).
- Non-busywork is given for at-home completion! We ask you assist and monitor student's completion, as well as promote unfailing attendance and reinforce a strong finish on required final projects and final exams. Instructors do the heavy-lifting but need you to co-pilot.
- Gratitude-not-attitude defines the culture. Please reinforce at home a gratitude toward the instructors and a mutual respect between students.

B. Procedural & Culture-Driven Policies

Notes on the Culture & Our Focus:

Instructors provide a safe, productive, and positive environment in the groups, and the teens enjoy the in-between time and activities for socializing. But learning is the clear and primary objective. Attendees must realize **small-group** engenders inter-reliance; coursework here is lively, fun, full of discussion **by cohesion**. This Project works because everyone rows together, each doing their part.

1. **Caring in action.** We foster a culture of mindfulness through active consideration of being present, and on the impact of communication. "Caring" is an action verb, and while we appreciate intentions, we realize it's what we do that moves a rowboat forward. The ethos here includes encouraged free-discussion in class, cleaning up together, hanging out in the outdoor spaces, helping with events. Each doing their part means: *Springboard* commits to providing the best tools possible and timely information as constraints allow, and sourcing and vetting with best learning in

focus. *Instructors* commit to offering variety, excellence, and attention during instruction, and phased payments. *Guardians* care about reading carefully, at-home support, thoughtful sign-up, on-time payments, and helping to grow the community of guardians. *Teens* commit to forging a harmonious learning environment with a positive mindset, regular communication, kindness to instructors and other students, timely work, and to help out in community activities.

2. **Will-driven participation.** Academic triumphs are a wonderful target but is *secondary* to effort here. Teens seek independence and respect as a young adult. A slow-awakening happens because instructors nurture their will to learn, but teens must bring an open mind and ready presence. The work and vibe here will help them soar. Everyone's goal: no unhappy teens; no unhappy instructors; no unhappy parents. Lofty, but we're succeeding!
3. **Communication required.** Communication = Mutuality, Individuality, Safety, Efficacy, Efficiency. Everyone is expected to communicate and with kindness and a progressive aim.

Notes on Dismissal Policies:

We're 100% committed to maintaining a community of active kindness for physical safety, mental wellbeing, *and* for learning. Therefore, students may be dismissed from one or all courses under the following circumstances, including but are not limited to: physical violence of any kind; strong verbal or written bullying; excessive absence (four+ classes missed of any course); excessive lateness after two notifications to guardian; more than three non-submitted assignments; a total unwillingness to learn. Students who do not turn in a final project or a final exam may be refused enrollment in ensuing semesters. Instructor(s) and/or Springboard will notify guardian if instances arise or compound, and all reasonable attempts to resolve concerns will be made. Final decisions on dismissals as well as refunds due to dismissals will be handled on a case-by-case basis at the discretions of instructor and Springboard.

C. General Guidelines & Safety

Safety rules so independence builds. Assuming teens independently commute to take coursework with the instructors, these practices are enforced, and so parents must also reinforce:

A. **Lateness:** *Students* must text instructors prior to being late for any class. If a student does not show up on time and did not notify an instructor that they are running late on the day of any class, the guardian will be texted and/or telephoned by the instructor. The guardian must then assume full responsibility to locate their teen. The parent will then kindly notify (via text or email) the instructor at their earliest convenience of the situation. The instructor must teach/tend to the students present.

B. **Absence:** *Parents* must notify instructors prior to a student's absence from a particular class session. *Parents* must also notify the coordinator in advance if more than one session will be missed when known in advance. A student alone may not notify anyone for absences.

C. Springboard and/or instructor will text and/or call you and/or your provided emergency contacts in the event of a student who does not show up, and for any injury or illness. Per this document, you will have authorized Springboard and/or instructors to utilize emergency services as determined necessary solely by the attending adults present, and will have agreed to incur costs and hold all parties harmless in any such case.

D. Students (with guardian oversight) are responsible to manage make-up of missed work directly with instructor(s). Springboard is not responsible,

D. AUTHORIZE and SUBMIT

Student Statement:

Please have your teen fill out this ["About You" Form](#). This is required *every* semester by *every* student.

Guardian Statement:

I hereby warrant that I am the parent or legal guardian of Student and have full authority to execute the above sections, which I have fully read, understood, and approve.

I hereby agree that both Student and I shall be bound to all terms stated on this Registration Form.

Signatory (executed upon online submission, with the below fields required):

Parent Name:

Date:

Student Name:

End Section REGISTRATION FORM: General Terms & Agreement

Agreement & Release of Liability

Liability & Indemnity:

I (aka "Parent," "I," "Myself"), and on behalf of myself and as legal guardian of Student, and for Student's executors and administrators, do hereby exempt, release, and forever discharge Springboard Network, Inc, 88 Nassau Street, Units 4/5, NY, NY 10038, and its owners, directors, officers, agents, employees, and instructors (aka "SPRINGBOARD") from making claim or taking proceedings, and hereby waive any and all claims or contribution which may occur, from any cause whatsoever during or arising from Student's participation, including any illness or injury of any manner excluding sexual or physical abuse to Student or myself, as well as from any damage, theft, or loss to Student's property or Student's guests' property.

Physical Condition Certification:

I, on behalf of Student, hereby certify that Student is reasonably suited to participate in the Classes and Student does not have any physical impairment that would adversely affect Student's participation in the class(es) or activities.

Media Release:

I understand photos and videos ("Media") by teen participants and Coordinator may be utilized for the exclusive purpose of SPRINGBOARD's marketing materials. Therefore, I, on behalf of myself and Student, for good and valuable consideration, receipt and sufficiency of which is hereby acknowledged, hereby grant to SPRINGBOARD and its participants the standard and absolute right and permission to use in perpetuity such Media Student's likeness, voice, name, photographs, video and/or images ("Persona") in whole or in part, either alone or accompanied by non-harmful material, throughout the world, in perpetuity and royalty-free, for any purpose in any media now known or developed in the future, including but not limited to documentary projects, news coverage, current affairs programming, Internet podcasts, promotion, publicity, marketing and/or other trade materials (the "Materials"), excluding any and all uses that may gravely endanger the Student. As media secured and utilized is not for profit, only intended for promotion, I waive all rights to compensation for use and I will not demand access or ownership of any media. I understand SPRINGBOARD shall maintain complete ownership over the Materials and thus own all right, title and interest, including without limitation all copyrights, trademark rights and property rights, in and to the Materials. I hereby waive all rights to inspect and approve the Materials, its use or such written or spoken copy as may be used in connection therewith. I agree that I will not hold SPRINGBOARD and affiliates responsible for any liability resulting from the use of the media in accordance with the terms hereof, excluding claims for defamation or child abuse of any kind whatsoever.

SIGNATURE STATEMENT:

This Agreement & Release of Liability will be construed in accordance with and governed by the laws of the State of New York.

I hereby warrant that I am the parent or legal guardian of Student and have full authority to execute this Registration and Release Form, which I have read, understand and approve. I hereby agree that both Student and I shall be bound to terms stated on this Release Form.

Signatory (executed upon online submission, with the below fields required):

Parent Name:

Date:

Student Name:

End Section: Releases

INFORMED CONSENT FOR IN-PERSON EDUCATIONAL SERVICES

This document contains specific and important information about our decision (yours and instructors in Project SOME facilitated by Springboard, hereinafter called "we," as regards your dependent attending in-person for group learning in light of public health concerns, such as COVID-19. Please read this carefully and, prior to signing, present any questions. When you submit this document, it will be an official agreement between us.

Decision to In-Person

We have agreed to in-person meetings, consults, activities, and for coursework. If there is a resurgence of the pandemic or if other public health concerns arise, however, we reserve the right and may require that any or all in-person endeavors be held via private Zoom or other online means, be deferred, or be pro-rata refunded.

Risks of Opting for In-Person Services

You understand that you are assuming the risk of your dependent's exposure to public health concerns that naturally occur in a group, in-person setting. You also understand this risk may increase if public transportation, cab, or ridesharing service to the location are utilized.

Our Commitment to Minimize Exposure

Springboard, students, and instructors take steps to reduce the risk of spreading health risks during group such as regularly sanitizing all common area handles and knobs, and providing sanitizing wipes. Additionally, the space is well-ventilated, disinfecting is done with natural products, and the entire space is cleaned regularly.

Your Responsibility to Minimize Exposure

To obtain services in-person, you and your dependent agree to take certain precautions to help keep everyone (you, us, our families, and other persons on the property) safer from exposure. If you do not adhere to these safeguards, it may result in dismissal of your dependent and/or the move to online classrooms.

You understand these safeguards include:

- You and your dependent will only attend any in-person if you are symptom-free. If a student's temperature is elevated (>100 Fahrenheit), or if you notice other symptoms observed of illness, you agree to keep your child at home.
- Your dependent will not arrive more than 15 minutes before class, and will leave the space if no further classes are happening.
- You and your dependent will wash hands or use hand sanitizer upon entering the location.
- You will instruct your dependent on the importance of coughing or sneezing into his/her arm and to do their best not to touch their face, and, on using the bathroom or kitchen, to wipe down all handles.
- If required by law and/or at the request of Springboard, you and your dependent will adhere to safe distancing precautions.
- Your dependent will wear a mask if required by law. Instructors may opt at will to wear a mask.
- Physical contact such as shaking hands between all persons shall be limited and reasonable.
- You will take steps at home to minimize exposure to infectious diseases.
- If a resident of your home tests positive for any communicable infection, you will immediately let us know.

Note: We may change the above precautions if additional local, state, or federal orders or guidelines are published.

If You or We Are Sick

If you/your dependent show up for any in-person meeting, consult, or coursework and it is believed that precautions and guidelines are not being followed, or believe you have been exposed, we retain the right to cancel any meeting and/or

require you to pick up the student promptly. Conversely, if we or any other student tests positive for coronavirus or other risk, we'll promptly notify you so you can take precautions as you deem fit.

Your Confidentiality in the Case of Infection

If you or anyone in your family has tested positive for any public health risk, we may be required to notify local health authorities that you have been in the building. If we have to report, we will only provide the minimum information necessary as required by law.

Informed Consent Statement and Signature:

This agreement supplements the agreements executed above.

Signatory (executed upon online submission, with the below fields required):

Read, understood, and agreed:

Parent Name _____

Parent Signature _____

Date _____

End Section: INFORMED CONSENT

(All fields below provided by you via the online form)

CONTACT INFO

STUDENT INFO:

Teen Legal F/L Name _____

Preferred First Name _____ Month of Birth _____ Current Age Today _____

Teen Email* (*Gmail required*) _____

Teen Cellphone* _____
(*If commuting alone, each teen must have use of a dedicated cellphone*)

Health concerns: _____

DESIGNATED Parent/Guardian INFO (only **one** guardian will be Springboard's contact):

Main F/L Name _____

Relation to Student _____ Cell Phone _____

Email* _____
**Please list an email for frequent/timely correspondence. Gmail is strongly preferred.*

City _____ State _____ Zip _____ Work Tel _____

TWO EMERGENCY CONTACTS (*excluding the Main Parent/Guardian listed above*)

1. Name & Phone* _____
**This person must be able to be reached during teen's attendance hours.*

2. Name & Phone _____

By registering online, I authorize Springboard or instructor to call an ambulance in case of emergency as deemed by instructors' sole discretion if/when a designated guardian cannot be promptly reached, and hereby release instructor and Springboard from liability as per the Release Form enclosed in this Package. I understand I will bear the liabilities and costs of any and all emergency care.

When you have read this entire package:

- New and Returning parents can request one pre-sign-up consultation by emailing myndfullnyc@gmail.com or arrange by text at 917-328-4759

or

- Proceed to fill out the online form. The Registration online is both a Course Sign-Up and directly references this exact Parent Package as attachment. Clicking the "submit" button on the online registration duly and fully executes all terms in this package. No amendments are allowed.

This is your downloadable copy for reading and for your records.