

2026
FALL/WINTER

PARENT
PACKAGE

P R O J E C T S O M E

Springboard Network, Inc.

It's All About The Teens!

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

• Request a free consult prior to enrolling. Email myndfullnyc@gmail.com or text 917-328-4759.

• **During registration** you'll execute this package online & sign up for courses here: somenyc.org/enroll
We do not accept emailed or print copies of this Pkg. This is your downloadable copy to keep for your records.

WHAT WE DO:

- **Secondary Educational Consulting:** Springboard is our consulting firm. As a public benefit corporation, we provide bespoke high-quality, low-stress educational support, bringing the whole non-conventional educational team together into community. In addition to facilitating Project SOME (see below), we offer private consultations for planning as well as readiness post-high school for non-conventional learners, demystifying the procedural aspects of homeschooling, transcripts, applications, and more.
- **Project SOME:** is a bespoke outsourcing project to help parent-educators unite for in-person coursework goals. The Project matches guardians with vetted instructors for cost-effective, secular coursework teens can take together. We're your network as you administer your teen's education!
 - We understand that, at the *high school level*, sometimes specialized outsourcing is needed for the complexities of secondary-level subjects. We provide access to highly-qualified independent professors (Master's degree or higher) who do more than teach; they care. Their [courses](#) are particularly crafted to not just meet DoE requirements but moreso to offer creative, life-practical, engaging, academically-enriched coursework. We provide an array of tools for guardians to monitor coursework and assignments and hubs for everyone to connect. Bespoke. One-stop. Full service.
 - Courses are conducted in very small groups, comprised of 3 to a maximum of 10 students. This allows for individualized attention while minimizing cost. Enrollment is open to teens aged 13-18 (exceptions are allowed). Coursework levels are based upon *your* assessment of *your teen's proclivities and skills* rather than on conventional age/grade classification. Course descriptions and levels provided by the instructors will guide you, and one free consultation with the director can maximize your selections.
 - PROJECT SOME provides a safe academic enrichment environment 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; we receive no state or federal funding and therefore do not provide educational administration. Our consultancy firm hosts Project SOME as a community benefit.
- We do not file with State or Federal agencies. Parent/Guardian retains the role as administrator. We do not interfere with *your* right to administer in any way. We support *you* as a network of consultants and independent educators.
- Springboard is NOT a tutoring list. Parents join Project SOME to gain access to our professional Springboard network of professors who may or may not opt to outsource to you. These are professors who are bona fide group members of and participate with Springboard and, at times, also teach at Project SOME. During semesters parent-admins may connect directly to them while we're here to help. As administrators & educators yourselves, you also do your part: select courses, handle finances with efficiency/timeliness, and monitor progress/provide at-home oversight via our hubs on Google Drive, and you also file and report your teen's academic progress to the Dept. of Education.
- *SOME* does not file grades; *the instructors on their own* opt to provide a semester assessment with suggested grades as an aid for your reporting. Your oversight is primary.

This is your copy to *download and save*. When you sign-up for courses on our website, you will execute this entire Package *online*. Please do not mail in.

INDEX PAGE

CLICK LINKS BELOW
to jump down to any area within the PPkg.

<u>Basics</u>	<u>Important Dates</u>	<u>How-To Register</u>	<u>Registration Phases</u>
<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 • Calendar/Closures 	<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.
<u>Reg Terms, Conditions, Policies</u>	<u>The Bespoke Project</u>	<u>Forms</u>	
<ul style="list-style-type: none"> • Detailed terms of each phase of registration. • General terms and conditions that apply to all phases. • Details on refunds and cancellations. 	<ul style="list-style-type: none"> • Your Part • Our Part • Your Teen's Part • Overall Culture • Pedagogy & Mission • During-term procedures 	<p>Legal agreements and signature pages. <i>These are executed online.</i> This printed copy is for your records.</p>	

**We're here to answer any questions you might have.
It's our job to be clear and your right to know!
No surprises. Nothing hidden. We co-pilot together.**

We're providing something unique in the decentralized learning space, and so every detail counts toward making this bespoke project happen...*for your teen.*



IMMEDIATE INFORMATION TO KEEP HANDY

OFFICE & ADDRESS INFO

Location:
88 Nassau Street (near Fulton Street)
4th & 5th floors, NYC
New York, NY 10038
Coordinator:
Krista Retto, 917-328-4759
myndfullnyc@gmail.com



NEED-TO-KNOW PRONTO

- ✓ To participate in Project SOME, there are three steps to take during registration: 1. Fill out the online Sign-Up & Parent Package on our website's form; 2. Confirm coursework chosen before partial billing; 3. Course calendar locking & final billing. These steps will be detailed in this Package.
- ✓ All first-time registrants are encouraged to enjoy a free consultation *before* signing up for courses. Write myndfullnyc@gmail.com with your available days/times to arrange a consult. Our professors do provide course descriptions, however, and a careful parent+teen review is often sufficient.
- ✓ **NEW!** A Gmail account is now required. They changed permissions so both and your teen will need a gmail account or the hubs by which we run cannot be accessed by you.
- ✓ If enrolling more than one teen, please complete an [online form](#) for *each teen*.
- ✓ Project SOME handles all ongoing administration via two Google Drive hubs (a private hub for the parent and another for semester community of teens, parents, and all instructors). You will have 24/7 access to these two hubs once registration is completed. No billing occurs until registration is confirmed and invoiced, and billing rolls out by distinct payment dates. Please register with the email you'll use throughout the semester.

LINKS FOR YOU

Pre-Enrollment Links:

- Fall '26 Courses [Working Course List](#) **Note that this calendar will update!** There are two tabs at the bottom of the Google Doc. Keep an eye on both. **See pages 8-10.**
- Sign-up for Courses & Parent Package Execution [Registration on Website](#).

During Payment Times & During the Semester:

- Parents participate through a single [Website Login](#). Once you enroll, you'll get a password as a portal to two hubs. 1. *Private Hub* which holds invoices, reports, and all parent-only documents. Within this hub, each parent has a separate, limited access subfolder. It can only be accessed with a Gmail account and only by the guardian who registers the teen. 2. *Community Hub* which has calendars, contact lists, and a unified "All Homework" document which can be monitored for teen progress at any time. **See pages 7-10**

SECTION 1

IMPORTANT DATES: Project SOME

REGISTRATION	
Registration Phases (see p. 7)	Early: June 7-June 15 <i>*Don't delay for best pricing.</i>
	Term & Limited: June 20-July 30 <i>*Limited is for 1 or 2 courses max</i>
	Late & Limited: August 1
Lock Deadline (see p. 8)	Proceedings: August 10. Calendar Lock: August 15

ORIENTATION - Required	
New Teens Walk-thru	Wednesday, September 2, 6:00-7pm
All Teens Orientation Event	Tuesday, September 8, 6:30-8:00pm <i>*Instructors will be there at 6:30 to greet everyone</i>

CALENDAR & CLASSES	
Classes Begin & End	September 9 / December 15
Thanksgiving / Closure:	November 25 & 26
In-Person Finals Week December 9-15 • Take-Home Finals Due December 23	
Fall Activities:	(optional) December 16, 17, 18

ADDITIONAL CALENDAR NOTES	
<p>*We do <i>not</i> follow a religious or even public holiday calendar. Days off, beyond the days noted, are left up to each family to decide.</p>	
<p style="text-align: center;">It is critical for new students to attend orientation – so they're not disoriented at the start ☺ To work as a community <i>means</i> to show up as one. Materials and NEW critical information to participate will be provided on 9/8. Anyone unable to make orientation should write myndfullnyc@gmail.com before the end of August.</p>	
<p>At the time of course sign-up, parents should ensure their teen(s) fill out an "About You" document: For Your Teen</p>	
<p>Assessments (aka, instructor review of individual performance) are delivered within two weeks after Activities Week. Instructors require time to mark final projects; the director requires time to cohere them into a report. This is a courtesy provided – the parent is the guardian and principal in charge of progress, and may monitor student performance through the Hub during the semester.</p>	

REGISTRATION HOW-TO: Phases, Due Dates & Course Sign Up

1, 2, 3 Steps to Take:

1. Select the *registration phase* as below, noting course enrollment requirements.
2. During that phase only, go to this [Sign-Up & PPkg link](#). Download this Parent Package if you haven't already so you keep it handy through the semester, and reserve your teen's seats in classes. You'll be emailed within 48 hours with a link to your invoice where you will first confirm the selected classes are properly listed. Once a deposit is completed, you'll receive a login to the website.
3. Critical to this process, however, is locking down the Course Calendar. See Page 8.

Phase Registration Overview

Cost is determined by phase (see next page). There are **three** times when you can enroll but **four** phases: **Early, Term, Late, and Limited**. Early, Term and Late require enrollment in a minimum of four (4) courses which aligns with our mission-built project of cohesive learning. Most registrations are upward of five or six on average. However, the **Limited** phase allows enrollment in one or two courses, *max*. It has a low semester fee and includes no consultations or other benefits. Wait-list is usually available if a course fills up during Early phase. We are first-come/first-serve.

For All Phases

- Course Sign-up and this Parent Pkg are completed together *on one form* through our website. That page form must be completed for *each* teen enrolled. A sibling discount is available by inquiry.
- The terms within this Package are fixed and cannot be amended or adjusted. These terms are necessary for legal compliance, safety, and insurance.
- If an instructor or SOME cancels a course for any reason *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'll be refunded on a *pro-rata* basis.
- Courses are contracted only once minimum enrollment is met. This is detailed on Page 8.

Various Payment Dates Ease the Burden

SF: The Springboard Fee (SF) is a flat-fee for each teen for each term. The SF is *separate* from your chosen courses (CF) as below. The SF is Springboard's fee covering all Project administration, sourcing/vetting instructors, consultations, evaluations, our safe space, and your teen's basic materials. The SF is non-refundable. It is paid in two installments directly to Springboard.

CF: Course Fees (CF) come from the courses you select *à la carte*. These fees are dedicated instructor pays covering the *entire* 16-week course. They are also paid in two installments. While arrangements can be made for hardships, strict payment dates are specified on your invoice. 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 for the whole term. Being on time with payments returns the kindness instructors give by allowing us to spread out payments.

REGISTRATION PHASES: Fees, Refunds, and Dates

- ⇒ Courses are *a la carte*. The CF totals to the number of classes you choose.
CF = Instructor/Course Fees
- ⇒ The SF is a flat, one-time semester fee. Sibling discount available by inquiry.
SF = Springboard Semester Fee

Registration Phases			
Early Phase (June 10 - 19)	Term Phase (June 20 – July 30)	Late Phase (Aug 1 or later)	Limited Phase (Begins June 20)
Each course \$420 Semester fee \$750 <i>Min. 4 Courses</i>	Each course \$450 Semester fee \$780 <i>Min. 4 Courses</i>	Each course \$475 Semester fee \$800 <i>Min. 4 Courses</i>	see fees below <i>1-2 Courses Max</i>
FLAT Semester Fee / SF June 20: \$300 due. Aug 1 - \$450 due. <i>SF is not refundable.</i> <hr style="width: 20%; margin: 5px auto;"/> COURSE FEES / CF: <i>Returning Discount: \$400 per course</i> June 20: \$250 deposit for <i>each</i> course. Not refundable unless SOME cancels. Aug 18: CF balance due.	FLAT Semester Fee: When billed: \$390 due Aug 1: balance (\$390). <i>SF is not refundable.</i> <hr style="width: 20%; margin: 5px auto;"/> COURSE FEES / CF: When billed: \$250 deposit for <i>each</i> course. Not refundable unless SOME cancels. Aug 18 - CF balance is due.	FLAT Semester Fee: When billed: \$800 due <i>SF is not refundable.</i> <hr style="width: 20%; margin: 5px auto;"/> COURSE FEES / CF: When billed: \$275 deposit for <i>each</i> course. Not refundable unless SOME cancels. The balance of course fees can be paid 14 days later, but must be paid before orientation.	Total Fees: \$700 includes 1 course, flat sem fee, materials. \$1,300 includes 2 courses, flat sem fee, materials. <ul style="list-style-type: none"> Total due when billed. If you sign up August 1st or later, there's a \$100 rush fee on top of amount above. Only ½ is refundable if SOME cancels course(s). If courses are added later, rates shift to <i>Term Phase</i> fees.

- ⇒ Students may sit-in *any* class during the first week of classes that's not full to capacity to audit and potentially add. If added, it will be billed at your phase rate.
 - ⇒ Courses may be added *without instructor approval* before September 14. Instructor approval required after September 11. For any courses added after SOME begins, you'll be billed separately but at your phase rate.
- ⇒ Please tightly adhere to due dates on your invoice. It's highly-preferred that you do not combine SF with CF payments. *Single accountancy is necessary to provide this service.* Late payment can shift your rate to a later phase and higher fees.
 - ⇒ Other types of refunds are detailed across various sections.

[Link to course calendar](#) and [Link to Register](#)

MUST-KNOW: Detailed Terms & Conditions

⇒ **Post-Registration Process**

Parents can add more courses after initial enrollment *if seats are available*. No more than 10 students are admitted to any course. Students may “sit-in” any class during the first week to determine if they wish to add a specific course.

1. After you've submitted the website form, within 48 hours you'll receive a link to your invoice from Google Drive. On the same day of receipt, it's very important to check the courses there to ensure they're correct. If something is wrong, **right-click** on the cell and **Insert a Comment**. Comments go directly to Krista -- she will contact you promptly. The invoice is the audit-trail for all class selections and changes so all communication regarding changes, adds, drops must occur on the invoice. Please do not text or email regarding course selections.
2. In August, you and your teen will receive website logins to the hubs. Star the emails! Passwords are needed for the whole semester. There's 24/7 access to everything needed, plus support for administration for reporting as well as to the All Homework document for at-home oversight.
3. We use an accountant for invoicing. We are charged fees whenever payments vary from the designated dates! While we try to spread out payments to ease your upfront burden, please return the consideration and *precisely heed the amount & dates shown* on your invoice. For state concerns & tax purposes, *each date is intentional*. Contact us immediately for any concerns.

⇒ **Calendar Lock Deadline -- IMPORTANT!**

To make so many low-cost courses available to your teens, we list offerings. For those to proceed, minimum enrollment is key. *Your clear understanding* of the below is needed. **It's easy – mark dates!**

August 10: On this exact day, SOME tallies the sign-ups for each course. If minimum enrollment has been reached, the course WILL proceed; we sign a contract with the instructor on that day. If a course has **not** reached minimum, we still try to meet your teen wishes...

August 11-15: All parents must check their invoice August 11.

If a course has less than minimum, instructors can cancel that course. It is untenable to teach for a full semester for less than bare minimum. Any course that has been cancelled will say “Cancelled” on that row and you will be fully refunded for such courses. However, instructors may also conditionally still offer it. When you check your invoice, if, and only if, “Pending – contact Krista” appears next to a course name, follow the below. Else, the row will say “Proceeding.”

- ⇒ "Cancelled" - you will be *fully refunded right away*. Conversely, you can swap during this period for another course *at your original CF rate*. All convos occur by **right-click, Insert Comment** so we have a trail. Note that instructors go to great lengths to *not* cancel. When possible, they'll sometimes opt to offer the course even with low enrollment.
- ⇒ "Pending-Contact Krista" - means the course can proceed *conditionally*. The instructor will provide the conditions which usually requires a telephone discussion for back-and-forth. The condition might be that each parent chip in a little extra to make up part of a fair wage for the course. *You have the right to deny any conditional offer, and drop the course at no charge*. Timing is critical—by the 15th, the parents/instructors must arrive at an agreement for contracts to be made, or the course will cancel & be refunded.

August 16: The calendar, finalized, locks! It will be updated and posted on the [same link](#).

⇒ **Course Enrollment Summary & Further Considerations:**

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

Instructors make a dedicated effort to describe their course(s). Careful review of those before sign-up is essential. If more understanding is necessary, please contact the director.

Since a very limited number of seats are available, and since parents like you build teen schedules around these signups, we ask you to *avoid swap/drop*. Instructors use sign-ups as the indicator to start designing the course content—a hefty task. While we all understand there is no guarantee until there are three enrollments, mindful, committed selection counts.

Please realize that SOME instructors are working at far below tutor rate and supremely choose SOME because they care. They go to extreme lengths for your teen but also for you (hence the rolling due dates). Please pay on time and observe the invoice details. The constraints on our Project mean careful accounting for a plethora of reasons, and there is no ‘school secretary’ to send remind notices. We’re *helping* by handling payments to multiple instructors - *kindly do not make us chase payment*. Late fees will accrue: late payments during registration can forfeit the seats booked, change your rates to a later phase if very delinquent; and lateness might even prohibit a teen from attending until payment is resolved.

- *No payment should be sent* until you review your invoice. Your invoice serves as a list of selected courses, as well as audits any changes. It’s our non-paper paper trail available 24/7. If you desire/require training on Google Docs, please notify the director.

Should an instructor have to miss a class, work will be provided by them *directly to the students*, and/or the class will have coverage, and/or be made up. In the case of long or unexpected absence by an instructor, a class might cancel and you will be pro-rata refunded, or an option will be offered at our discretion to regroup the course. If a student is out, however, a parent (not the teen) should notify the instructor while the teen can also reach in to their instructor for best arrangements to “attend” or make up.

Semester-end assessments are kindly given by instructors as a written report to aid your own monitoring. These take two weeks to write, collect, and deliver. We cannot force instructors to remit these but we've not had an issue to date. They are actually usually very detailed and stellar. Please do not ask for updates throughout the semester – you have 24/7 access to monitor if they are keeping up with coursework. You will hear from Krista or an instructor *if* there are any concerns. No news is good news.

We want to offer every class! You want the rooms buzzing, exciting! Spreading the word helps ensure the courses your teen wants will proceed. Parent-to-parent word of mouth happens on socials too—pls post!

Additional Notes:

Due dates for payments 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 exact 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 of this PPkg must write the Director and provide this person's name and email address -- but *the signatory* is responsible to communicate with the person paying. *We will not communicate with anyone but the signator on the Registration for legal and safety reasons*. This also ensures your 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.



SECTION 2

- Your Part
- Our Part
- Your Teen's Part
- Overall Culture @ SOME
- During-term Procedures & Best Practices
- Pedagogy & Mission
- Forms to be executed at Online Registration
These reflect insurance and legal agreements required and for the well-being of your teen, the program, and everyone involved.

THE BESPOKE PROJECT: The A, B, C of How & Why We Do

A. Semester Tasks & Roles: Your part, our part, together

While Project SOME identifies instructors and minimizes part of your admin woes, the parent/guardian wholly maintains their right and role as administrator. *We source. You choose. Instructors teach to help.* Parents become both the principal and the school counsellor reporting to the NY Board of Education. Your role as parent-administrator and executive financier is critical. Here's how:

- **Oversight:** You can oversee while giving independence. With 24/7 access to Google Hubs, parents can background monitor teen progress throughout the semester. You can witness, with a single login, what is covered each week and if there is homework—posted by instructors directly. You will be contacted if there are any concerns during term. About such actions:
 - No busywork is ever given for at-home completion! But when given, it is to be timely and completed. If you notice a slack, please encourage.
 - If two assignments are missing, you are likely to get a note from the professor. At three, as we are not in the business of letting a teen fall through the cracks, you will receive a note from the director as well as the professor and we'll team up to solve it the best we can. If the teen cannot catch up, rather than their feeling despondent and also disrupting the necessary, small-group discussions that propel a class, we reserve the right to have the teen either change to pass/fail or audit, or to leave the class.
 - Assist & monitor student's completion of homework, promote unfailing attendance, and reinforce a strong finish on required final projects and final exams. Instructors do the heavy-lifting but *need you & your teen* to co-pilot.
 - Reporting: Parents do IHIP listing courses *by instructor name* (SOME is not to be listed; Springboard/Project SOME is not teaching). Parents utilize documents in the Google folders for all reporting needs. There are templates you can use to help!
 - 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. Download these every semester. We do not keep these files! If you need to report before this, please use your own gauge.
- **Access:** For safety, privacy, insurance, and other concerns that respect various family structures, Springboard and instructors will only coordinate with the parent/guardian executing this package (the signatory). Families may share information from the Hubs as privately-determined. Signatory must request *in writing* that any another person's email be added for *viewing* Google docs. *Springboard will not directly communicate with anyone but the signatory.*
- **Co-Piloting:** Designated parent/guardian agrees throughout the semester to:
 - *Regularly* check email for correspondence (and to respond in a timely fashion). You'll only be contacted about 3x through a semester, but those communications are critical.
 - Carefully read all documentation, invoice, and correspondence—it's necessary for the benefit of your teen. Due to the constraints of our small, unfunded project, most questions/needs are met in this Package, our 24/7 accessible Google hub documents, and via our website. Please always look to these first *before* contacting us. If we drown in questions on readily-available information, this detracts us from our best work expended *on your teen*. Read, read, read. 😊
 - Notify both the instructor(s) and the director if any parent, teen, or emergency contact information changes.
 - Notify the instructor(s) only when your teen will miss one or more classes. A teen may not notify about an absence. They must, however, notify if they will be late from commuting. Ensure they add instructor telephone numbers into their phones, and whitelist the professor emails. We help with this too!
 - Carefully observe participation boundaries, absence notifications, lateness concerns, and help the learning flow with your oversight at home (section below).

- Gratitude-not-attitude defines SOME's culture. Please reinforce at home a gratitude toward the instructors and a mutual respect between students. Well-being and safety at SOME are serious.

B. Procedural & Culture-Driven Policies

Notes on the Culture & Our Focus:

Instructors provide a lively, productive, and positive environment in the groups, and the teens enjoy the social aspect of in-person while learning is the clear and primary objective. Attendees must realize **small-group** engenders inter-reliance; learning here is successful, fun, full of discussion **by cohesion**. This Project works because everyone rows together, each doing their part. It feels great, by the way!

1. **Caring in action.** We foster a culture of mindfulness by presence and through the impact of good 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 shameless, free-discussion in class, cleaning up the space together, hanging out in the outdoor spaces, helping with events. *Springboard* shows caring by providing the space, materials, timely information, and sourcing and vetting with best learning in focus. *Instructors* show it by offering low-cost excellence, individualized attention, and even split payments. *Guardians* show it by reading carefully, at-home support, thoughtful sign-up, on-time payments, and helping spread the word to other guardians. *Teens* do their part by committing to timely work, forging a harmonious learning environment, regular communication, kindness to instructors and other students, and to help keep the space neat.
2. **Will-driven participation.** Academic triumphs are a wonderful target but are *secondary* to effort here. Teens seek independence and respect as a young adult and have that here within the boundaries of our mission together. A slow-awakening occurs in small-group, as instructors cultivate their will to learn by making the value of their learning *real and practical*. Teens must bring an open mind, ready presence, and a commitment to try. Everyone's goal: no unhappy teens; no unhappy instructors; no unhappy parents. Lofty, but so far, so good!
3. **Communication → Action.** Communication = Mutuality, Individuality, Safety, Efficacy, Efficiency. Everyone is fully expected to communicate, and with kindness in a progressive manner.

Notes on Dismissal Policies:

We're 100% committed to maintaining a flourishing community by physical safety, mental wellbeing, *and* for learning. Therefore, students may be dismissed from one or all courses under certain circumstances, including but 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 also reinforce:

- 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 since the instructor must teach/tend to the students present.

- **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.
- *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 once executed online, 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.
- Students (with guardian oversight) are responsible to manage make-up of missed work by the student directly with instructor(s). Springboard is not responsible.

Pedagogy:

Above all, we are committed to pedagogical excellence for the teens by vetting the instructors involved with Springboard. We synchronize with the professors to discuss the planned coursework to ensure they fulfill best practices to fit our mission and meet parent needs. As professionals, of their own accord, instructors also consider what students are learning cross-discipline, so the students are learning cohesively. Learning sticks when courses link, rather than come as a bunch of "unrelated" things removed from associative understanding and practical life. This connectiveness is, in fact, what we hold as most valuable in the educational endeavor, *especially* at the high school level.

Similarly, parent and teen should share this vision of wholeness for it to be a right fit. Instructors make the coursework and environment awesome, while careful course selection and commitment to attending is your/your teen's aim. In small-group, when even one person misses too many classes or slacks off, it disables exciting discussion, hurts themselves and their classmates, and derails the course goals. We are in-person with purpose, and small-group requires teens to come to understand the peer-to-peer interdependence in learning. We need parent and teen aboard with this!

Parents have the authority to report. It's imperative, then, that guardians be engaged in oversight and at-home learning. SOME's director will often facilitate resolution conversations.

Academic subjects as required by the NY Board of Education are offered during varying semesters. Sometimes requirement-fulfillment will spread across Spring/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. Our track record speaks for itself—our grads are presently in Cornell, NYU, Columbia, Bates, George Washington U, and so on.

Each student is guided at *their own* skill level, while basic K-8 skills sets are anticipated to have been previously obtained. Bridge courses (skills courses & survey 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 start-off 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, and life. 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 by request at a low rate and when possible.

All to say: we co-op Orientation events to get you ready to participate, so they are important to attend for readiness. Being on top of email by parent & teen throughout the term is necessary. Parents, the more you know now, the better it will be for *your teen*. Adults forge the environ for their best!

D. ONLINE AUTHORIZATIONS and SUBMISSIONS

*These will be executed online – no need to print/submit the form here. This is for your records.

Student Statement:

I hereby agree that I commit to all terms stated in this Package in the sections above.

In addition, all students fill out this ["About You" Form](#). This is required *every* semester by *every* student. It's quick to fill out, and it's not only a cool time-capsule, but it helps the instructors 'meet' you as you change and grow and before you enter the room. It's light-hearted and only takes a few minutes!

Student Name:

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 in this Package in the sections above.

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

Parent Name:

Date:

End Section REGISTRATION FORM: General Terms & Agreement

ONLINE FORM: 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, NY, NY 10038, and its owners, directors, officers, agents, employees, and instructors (aka "SPRINGBOARD" and property) 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 as by law, 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 and 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 owns 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

ONLINE FORM: 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. 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 public health concern which should arise during any semester, Springboard reserves 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 and may be cause for exposure 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, instructors, and the Landlord take steps to reduce the risk of spreading health risks. We regularly and safely clean all common area spaces, handles and knobs, and provide sinks, soap and sanitizing wipes. Additionally, the space is well-ventilated. Disinfecting is done with natural, non-harmful products and the entire space is cleaned daily and weekly.

Your Responsibility to Minimize Exposure

To obtain services in-person, you and your dependent (aka, the Student) agree to take certain precautions to help keep everyone (you, us, our families, and other persons on the property) safer from exposure.

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 indicating illness, you agree to keep the student at home.
- Your dependent will not arrive more than 15 minutes before class, and will leave the space if no further classes are happening or if not participating in a study group or activity.
- 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 unless asked by Springboard to comply with any regulations.
- You will take steps at home to minimize exposure to infectious diseases at your discretion and according to the law without oversight by Springboard.
- If a resident of your home tests positive for any communicable infection, you will immediately let us know.

Note: Springboard may change the above safeguards if 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 if we believe you have been exposed to a public health risk, Springboard retains 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 known communicable health risk, we'll promptly notify you so you can take precautions as you deem fit.

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 by law, we will only provide the minimum information necessary as required by law and will protect all privacy rights as ethical and legal.

Informed Consent Statement and Signature

Read, understood, and agreed:

Parent Name _____

Parent Signature _____

Date _____

End Section: INFORMED CONSENT

ONLINE FORM: REGISTRATION CONTACT INFORMATION

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*)

Legal F/L Name _____ Preferred First Name _____

Relation to Student _____ Cell Phone _____

Email* _____
**Please list the email you frequent for timely correspondence. Gmail is strongly preferred to provide Hub access.*

City _____ State _____ Zip _____ Work Tel _____

TWO EMERGENCY CONTACTS

(do not list yourself – you authorize the below as decision-maker in your stead when you cannot be reached but only in case of emergency)

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.

End Section: Basic Information

CLOSING THOUGHTS: Success...Together

We've been successful because guardians self-inform, we love what we do, and by our joint commitment to focus on teen progress together.

Despite our small size, and without being financed, we are enabled to offer outsource coursework two semesters a year—in fact, more than 30 courses have proceeded each semester by such teamwork! We work together with you to offer affordable access to excellent academics and a rich environment for homeschoolers. Streamlining the adults' operational focus (you, the instructors, and Springboard) allows *your teens* to soar.

Although the parent role is lightened by outsourcing coursework to SOME instructors, we still need the parent's keen understanding of this Package, awareness of our benefits and our constraints, and minimal at-home oversight to maintain a consistent effort. We are not funded, so there's no "staff" by which to micromanage the adult responsibilities. We count on your attention when needed. We make your job easier while we need you to pay close attention to deadlines, activities permissions, at-home work, and course recommendations.

Recognizing, appreciating, and supporting parent choice to homeschool, we realize the expenditures. This Project was purpose-built to help you locate vetted, first-rate instructors at far-below cost of any private institution or tutoring, and with non-parochial content. Through Springboard (our central consultancy), Project SOME helps parent-administrators organize teens into small-group learning (<10 in any course) ...and *teens* benefit! Vibrant discussions. Peer motivation. Upticked engagement. Low-stress.

We currently have *most* of our "graduates" in Ivy League schools! Even those students who fell behind in prior learning institutions or who were school-resistant (from boredom or bullying) were able to root themselves down in Project SOME and grow academically and emotionally. The environ is a low-anxiety, high performance space aimed to reawaken a love of learning. Teens get uncompromised, inspiring, secular academics/electives at private-school-level via a unique pedagogy designed by master classes so that courseload is manageable and learning sticks. The in-between times during classes also foster teen community, avoiding the isolation and distraction in online learning. Serious + fun + motivational.

Once you have read this entire package:

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

And / Or

- Proceed to fill out the [online form](#) to sign-up when your Registration Phase begins.

Project SOME's registration is online for **both** signing-up for courses and by which to fill out and execute the the entirety of this Parent Package, including all pages herein. The online version directly references the contents of this exact Parent Package as attachment, and verification of this occurs by clicking the checkmark option on the online form and the "submit" button at the time of sign-up. These acts duly and fully execute all terms in this Package. There is no need to print and email. No amendments are allowed. This is your downloadable copy for reading, printing, and for your records.

Thanks – and welcome aboard!