‹BOLD IDEA›

ideaSpark Coding Clubs
Program Manual

Welcome Information Packet

Welcome to Bold Idea. We hope you are as excited as we are for what is certain to be an incredible and memorable year.

In this packet, you will find everything you need to prepare for your computer science and Coding Club journey with Bold Idea. Contents of this packet:

Pre-Coding Club Checklist
Learning & Working at Bold Idea
Policies & Procedures
Quick Reference Guide

Both students and parents/guardians are required to read this packet, sign and submit the Acknowledgement Form at the end of this packet or sign virtually here.. In short, you agree to having read these materials, submitting all required forms, abiding by all the rules and policies and accepting the consequences of any violations to Bold Idea's code of conduct and policies.

Still have questions? Here's a few ways to connect with us:

- Bold Idea website - review organizational resources and learn more about ideaSpark coding clubs
- Bold Idea Wiki - Encyclopedia reference for all things Bold Idea
- Q&A Site - crowdsource questions with peers and mentors (only students and volunteers).
- info@boldidea.org - send any remaining questions or inquiries you might have

We look forward to having you join our coding clubs community!

Best,
The Bold Idea Team

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About Bold Idea

We create young coders.

Since 2015, Bold Idea has helped students discover computer science through hands-on learning and mentoring by industry professionals, building critical thinking skills and equipping students to succeed in the careers of the future. Our students—equipped with crucial interpersonal and technical skills—are better prepared for the careers of the digital future, can compete for higher paying jobs, and gain increased economic potential. We partner with Dallas ISD and north Texas companies to create more equitable access to computer science education and ensure that all students have the opportunity to learn computer science - no matter their family income or zip code.

Why computer science?

Technology runs the world! More than ever, it is imperative that our students learn how the world around us works. As important, students must learn how to create and interact with the technologies we depend upon daily – especially computer code, the building block for all technology. Knowing how to code puts students at the forefront for career opportunities in technology and is just as important as learning how the human body works or how the clouds produce rain.

Teaching students crucial technical knowledge is no longer an elective – it is *mission critical* to position them for future success. Bold Idea accomplishes this for north Texas students during quality, out-of-school time. We are improving access to computer science for all students, including groups who have traditionally been underrepresented.

Our Values

At Bold Idea we *learn by doing*, building confidence and drive to try new possibilities. Working through failure is how we learn! We *build relationships that last* and work collaboratively. Our community of partners, volunteers and donors are critical to this mission. We put our technology skills to good use and make an impact for students - *geek for good*. Our *focus on impact* drives the work we do to change students' lives, backed by

data. *Building diverse* and smart teams to do amazing things and also the impossible is our goal. When students see mentors who reflect them, we inspire them to tech careers. We're the best at what we do, we *create high-quality programs and celebrate the success of students.*

Pre-Coding Club Checklist

Before the start of a club's weekly sessions, please complete the below requirements (many of which you may already be familiar with). This is an opportunity of particular importance and guarantees the ability to increase the quality of students' experience throughout the course of clubs.

Category	Where to Find it	Components	Due Date
Payment	Online registration portal		Upon registration
Bold Idea Student Portal	Email	Student login credentials: • Bold Idea student portal/ program instructions	1 week prior to club start
Technology & Broadband	Registration & Email	Access to laptop or desktop computer with Internet connection: • Download Zoom (if virtual) • Secure headphones Apply to laptop donation program if you need a device	1 week prior to club start
Bold Idea Surveys	Student and Volunteer Portal and Email	Pre-survey (completed on first day) Mid-year survey and post-survey • Volunteer surveys (3) • Parent survey	
Bold Idea Course work	Website @youtube/BoldIdeainc	Watch the Materials Overview Videos	

Bold Idea Forms	Acknowledgement Request (end of this document)	Parents, students, and volunteers sign this document ● Return to Bold Idea staff ● Submit questions to info@boldidea.org	

ideaSpark Coding Clubs Program Overview
Program Information

We provide school-aged students from 3rd to 12th grades with hands-on experiential learning through mentoring and a structured coding curriculum. Bold Idea's ideaSpark Coding Clubs operate on a self-paced schedule so each student receives new opportunities to learn and grow each session.

Curriculum

Our curriculum is divided into project-based course blocks highlighting different programming languages such as HTML, CSS, Python and Javascript. Each block contains an introductory course, followed by guided lessons and a creative project. Students are challenged to apply coding skills and project plan designs of their own. All coding courses are designed to guide students through a set of learning objectives and to apply what they've learned in a project. This is typically done using the introductory activities and lessons for students to complete alongside their mentor, followed by a "guided project" and then a "creative project". The guided project is very structured and prescriptive (for example, with game development, all students will build the same game). The creative project allows students to create a project of their design. The curriculum guides students and mentors through the process of ideation and project planning, after which students develop their project in a series of structured "sprints".
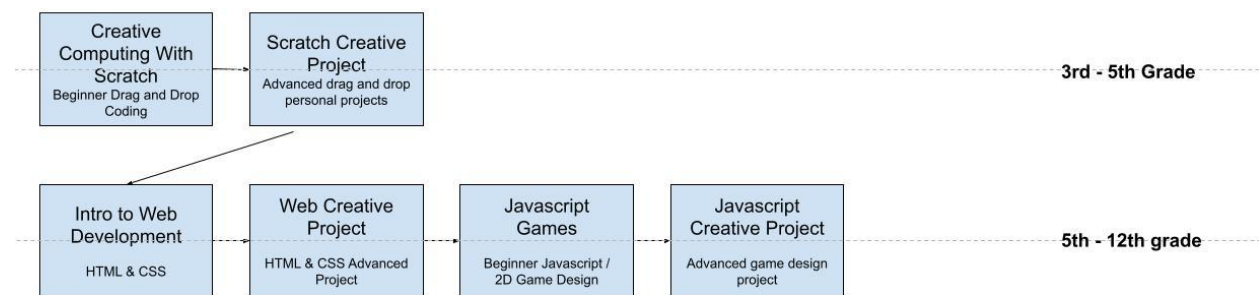
Sept.	Oct.	Nov.	Dec.	Jan	Feb	March	April	May
Intro. Projects	Guided Projects			Break	Creative Projects			Demo Day

Student pace may vary based on prior coding experience.

Mentors introduce students in 3rd to 5th grades to computer science concepts using Scratch, a block-based visual programming language designed by MIT. At this stage, all students will follow the same curriculum track.

Students in 6th to 12th grades will all begin on a web development track, learning HTML and CSS in the first course, followed by one or two Javascript courses. Bold Idea will develop future courses for students to choose from two or more "tracks" that align with their interests. For example, one student might decide to focus on game development while another decides to pursue websites or mobile apps (see: Course progression).

A Typical Session

Coding Clubs may vary in order to accommodate school schedules or age groups served, as well as mentor availability. *NOTE: Time varies for specific schools, clubs, and locations*

School Coding Clubs Sample Schedule

3:15 - 3:30   School dismissal and students taken to club location; snack (if provided)
3:30 - 3:45   Start of club with group discussion/warm up activity
3:45 - 4:15   Small group work with mentors
4:15 - 4:25   Brain break game (May optionally occur at end of club session)
4:25 - 4:45   Small group work with mentors
4:45 - 4:55   Large group wrap up and chance to share with peers
4:55 - 5:00   Students clean up club location, put away technology, and dismissal

Community Coding Clubs Sample Schedule

4:00 - 4:15   Student Check-in and Large Group activity/discussion
4:15 - 5:00   Small group work with mentors
5:00 - 5:10   Brain break game
5:10 - 5:50   Small group work with mentors
5:50 - 6:00   Large group wrap up and chance to share with peers

Teacher Liaison Minimum Qualifications

Teacher liaisons serve as representatives for Bold Idea at participating Dallas ISD partner school sites. Liaisons must meet the following requirements:

- Promote ideaSpark Coding Clubs and foster student interest to increase registrations.
- Manage a suitable learning environment during weekly Coding Clubs in collaboration with volunteer Team Captains.
- Communicate with students and parents about the Coding Club's registration process and requirements, weekly participation, and access portals.
- Coordinate with volunteer Team Captains and Bold Idea staff around school closures/activities that affect Coding Club session cancellations.
- Adhere to other duties as assigned by the Bold Idea Program Manager or other staff.

Volunteer Mentors

Bold Idea volunteer Mentors are sourced and vetted from Dallas corporations and universities. Bold Idea performs criminal background checks for all volunteers and requires they attend training before the start of Bold Idea programs. Club volunteers consist of two types of Mentors: Team Captains and Mentors.

The Team Captain serves as a representative for Bold Idea and leader of their Coding Club volunteer team. He/she is an organized leader for both volunteers and students. Ideally, a Coding Club will include two Team Captains. Responsibilities include:

- Lead Coding Club sessions each week including but not limited to brain breaks, demos, and welcoming periods.

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- Communicate with Mentors weekly about student absences and progress.
- Report peer Mentor absences to Bold Idea staff, and Program Manager.
- Coordinate with Bold Idea staff and mentor team to ensure their club session each week meets Bold Idea's 2:1 student to mentor ratio standard.
- Other duties as assigned by the Bold Idea Program Manager.

Mentors serve as direct guides and teachers to students enrolled in Bold Idea programs. He/she is an empathetic and enthusiastic volunteer who understands Bold Idea's curriculum and values. Other responsibilities include:

- Manage a suitable learning environment during weekly Coding Clubs.
- Mentor students through the learning process and Bold Idea curriculum, tracking their progress and ensuring badges are awarded according to their completion.
- Communicate to Team Captain work conflicts that may lead to absences from Coding Club sessions.
- Report weekly individual student progress.
- Other duties as assigned by the Bold Idea Program Manager or Team Captain.

Learning & Working with Bold Idea

All courses are designed to guide students through a set of learning objectives and to allow students to apply what they've learned in a project. This is typically done using introductory activities and lessons for students to complete alongside their mentor, followed by a "guided project" and then a "creative project". The guided project is very structured and prescriptive (for example, with game development, all students will build the same game). The creative project allows students to create a project of their design. The curriculum guides students and mentors through the process of ideation and project planning, after which students develop their project in a series of structured "sprints". All courses and learning objectives are curated and designed by Bold Idea's Education Director.

Your goal as a Bold Idea student participant is to:
- Gain knowledge about computer science and careers that use computer science

- Produce demonstrable projects that reflect skills and knowledge of computer science concepts
- Earn badges through completion of curriculum assignments and projects in collaboration with your mentors

By the end of programs, students can articulate an:
- Awareness for technology career pathways.
- Interest in computer science fields of study,
- Awareness for social and emotional learning and
- Mentorship.

Demo Day

To complete a course, students present their creative project to an audience at Demo Day, or a culminating event at the end of programs.

Demo Day is an end-of-year event that occurs as the last official meeting of ideaSpark each year. During Demo Day students present a demonstration of their work from the year - either as a group or individually. It will also be a celebration of Bold Idea students, teachers and mentors. Demo Day may have guest speakers or be hosted at a corporate partner's office with extras including facility tours.

Students will receive a certificate of completion at the conclusion of the programs when they achieve goals outlined and abide by Bold Idea rules and policies. Students may also receive digital badges from Mentors during weekly programming in recognition of coding activity completion. Students will only receive a badge if they complete the badge requirements.

Policies and Procedures

Equal Opportunity and Anti-Harassment Policy

Bold Idea provides equal opportunity in volunteer activities without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, genetic information,

disability, military or veteran status, or any other characteristic protected under federal law.

Bold Idea provides equal opportunity to youth participants in its programs without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, genetic information, disability, or socioeconomic status.

Bold Idea encourages prompt reporting of all perceived incidents of discrimination or harassment regardless of the alleged offender's identity or position. Management is required to promptly investigate all observations or complaints of discrimination, harassment, or retaliation for reporting such observations or complaints.

Any discrimination, harassment, or retaliation whether by an employee, contractor, or participant is unacceptable and will not be tolerated. Any person whose conduct is found to be inconsistent with or in violation of this policy will be subject to disciplinary action.

- Removal from program (see "[Dismissal Policy](#)")
- Lack of engagement in classes, course materials, or clubs.
- Failure to adhere to set rules and expectations.

Parents and Students will receive email feedback by the third week of the program regarding a student's engagement and to communicate if a student is on track or at risk of not receiving a certificate of completion.

Parent/ Guardian(s): Please note that this will be the only update you will receive from Bold Idea about your child's performance in the program unless there is any other reason for us to reach out.

We suggest subscribing to our newsletter and social media to learn more about club progress. Unfortunately, we do not have the capacity to provide personalized updates or feedback throughout the year on how each student is progressing; our focus is on supporting students vs. responding to parent questions regarding an individual student's learning progress.

Parents of Bold Idea students can access their student's portal at any time to see their progress in their current course/project. They can also access all student projects and code, as well as badges earned and course materials.

- Join the newsletter (at registration)
- Follow us on Instagram and Facebook: @boldideainc
- Follow us on LinkedIn @Bold Idea

Classroom Rules and Expectations

During a Bold Idea Coding Club students will:

- Communicate effectively and respectively with volunteers and classmates
- Work productively on their coding activities
- Participate in group activities
- Use technology and tools provided by Bold Idea and their school appropriately
- Keep their camera on (if virtual) and use a form of verbal communication during the call (not chat only)

NOTE: If a student cannot meet the above expectations, Bold Idea staff will alert the parents of the student and request a meeting to discuss the student's continued involvement in Bold Idea programs.

Absence Policy

Bold Idea students are expected to attend 75% of weekly sessions in order to be considered an active participant in the program, unless otherwise communicated with Bold Idea Staff.

- Attend 21 of the 28 Coding Club sessions in a program year.
- Attend 10 of the 14 Coding Club sessions in a semester.

Parent/ Guardian(s) must contact Bold Idea staff by 1pm that day if a student is expected to miss a Coding Club session. Bold Idea recommends that a student not take a spot in the program if they are going to attend less than 75% of the session.

Dismissal Policy
- Bold Idea staff will contact parent/ guardian(s) of students who miss more than 3 consecutive sessions in a row with no communication to staff to ensure that the student intends to continue with the program.
- A student who misses 5 or more sessions in a row with no communication to staff will be considered unenrolled from the program until they resume attendance.
- **All program fees are non-refundable after the program starts.** A deposit of 12.5% for Coding Club and 25% for Coding Camp is required. The deposit amount is applied as payment for the first month of the program and is refundable only as noted below.
  If a parent/ guardian cancels their child's registration before the first program day, parents will receive a full refund of any program fee already paid and the invoice is canceled.
- If parents cancel their child's registration during the first two weeks of the program, they will receive a prorated refund of the program fee for the remainder of the month. If parents cancel after the first two weeks, then the full month's program fee is non-refundable, but parents will receive a refund on any remaining months' program fees already paid.

Program Logistics

Separate Coding Clubs have defined time frames, locations, and ages/grades of the student participants. Clubs may also include students who have different skill levels and experience in computer science. Each of Bold Idea's Coding Clubs and Camps are led by a group of volunteer Mentors and at least one volunteer Team Captain who coordinates the weekly Coding Club. Bold Idea staff oversee its volunteers. All volunteers are required to pass a criminal background check performed by Bold Idea or Dallas ISD, as well as complete a training course prior to interacting with students.

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Days of Operation

Bold Idea Coding Clubs meet once a week for (2) 14-week program semesters: The fall semester is September to December, and the spring semester is January to May totalling 28 weeks.

Bold Idea Summer Coding Camps meet in the summer months starting in June and ending in August.

Hours of Operations
Each club session meets for up to two hours in total. **Bold Idea staff are available Monday through Thursday and are out of office on Fridays.**

Summer Coding Camps
Bold Idea Coding Camps meet two times a week for 7 weeks during the summer (June to August). Each Coding Camp session is also two hours total.

Bold Idea services and on-site locations will be closed on the following days and holidays; days are subject to change. Exceptions are bad weather/make-up days as identified by your school calendar.

Martin Luther King Day	Friday after Thanksgiving
Memorial Day	Christmas Eve
Juneteenth	Christmas Day
Independence Day	New Years Eve
Labor Day	New Years Day
Thanksgiving Day	

*Bold Idea program calendars are aligned with Dallas ISD Student Calendars; if Dallas ISD schools are closed, Bold Idea programs are also closed.

If schools are closed due to inclement weather, power outage or adverse conditions, or teacher liaison or mentor absences, ideaSpark Coding Clubs may be canceled.

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Enrollment & Registration

Students in grades 3rd to 12th may participate in Bold Idea programs. Registration is first-come, first-served. If capacity in the Coding Club or Camp is full, Bold Idea may offer the opportunity to sign up on a waitlist for a program site, however the waitlist does not guarantee enrollment or participation in the program.

Types of Programs

ideaSpark Coding Clubs at Dallas ISD schools and community centers -

Bold Idea is a Dallas ISD partner, and we deliver after-school Coding Clubs at DISD elementary, middle, and high schools at no cost to students or their school. We also deliver the Coding Clubs at after-school programs run by non-profit organizations with whom we're partnered.

ideaSpark Coding Clubs in the Dallas community and online -

Bold Idea delivers ideaSpark Coding Clubs online and in person for students who do not attend one of our Dallas ISD school partners. We call these Clubs "open enrollment". They are held online and in-person at community locations convenient to our students. We recruit volunteers for these Coding Clubs from our corporate partners who commit to promoting Bold Idea volunteer opportunities and by encouraging past volunteers to register again.

ideaSpark Coding Summer Camp

Bold Idea delivers ideaSpark Coding Camps online and in person for students in both Dallas ISD and the Dallas-Fort Worth community during the months of June, July and August. Each of our ideaSpark Coding Camps combines hands-on learning in a computer programming language with support from mentors who work in a technology field. Students will complete the summer with a coding project, published online to share with family and friends. Camps meet twice a week for 2 hours. Students who attend a Dallas ISD school may participate at no cost. We recruit volunteers for these Coding Camps from our corporate partners who commit to promoting Bold Idea volunteer opportunities and by

encouraging past volunteers to register again. Students may choose from one of several Coding Camps, differentiated by schedule and grade levels served.

Registration

Bold Idea students must be enrolled in Coding Camps or Clubs by a legal guardian 18 years of age or older who can sign our data and privacy policies. A teacher may not register their students for the program.

Registration and student data for both online and paper registration is stored at clubs.boldidea.org. Parents and guardians receive an account for this site that connects them to their student's account to streamline future registration after the first semester with Bold Idea.

Online Registration
Register online at clubs.boldidea.org

We prefer that parents register their students online from the Bold Idea website (clubs.boldidea.org) for efficient processing.

Online registration must complete by 1 week before the semester start date for the coding club or camp. This is to ensure proper processing of paperwork for your student's participation.

In-Person Registration
To register, please return completed and signed registration forms to your school by 1 week before the start date for the coding club or camp to site liaison at participating DISD school to ensure proper communication with Bold Idea program manager.

 An incomplete form will delay the registration process.
- Sign and initial all acknowledgement forms and return.
- Please ensure items identified with a (*) on forms are filled completely and with accurate information.

Return the enrollment form via email or scan to: info@boldidea.org.

Method of Payment
A full or partial payment is due upon registration.

Program Fees
Coding Clubs: $1,250 for the fall and spring semesters (28 weeks total)
Coding Camps: $625 for 7 weeks with 14 total sessions
No program fee is required for students who attend a Dallas ISD school.
Financial Assistance
Bold Idea does not want cost to be a barrier to student participation in our programs. In addition to offering all programs free of charge to Dallas ISD students, Bold Idea also offers payment plans and financial aid options.

During online registration, parents can select to pay the program fee in monthly installments or request to pay a partial amount of the program fee. Bold Idea approves requests based on a family's income level, dependents, extraordinary circumstances, and past participation in the program.

Bold Idea staff will confirm acceptance or denial of the financial assistance request with parents by email or phone prior to the start of the program. Parents are responsible for the remaining balance of the invoice by the end of the program.

Laptop Donation Program

The Laptops Program is a financial aid offering to all Bold Idea students who are participating in the program from home and do not have access to a personal or school-issued computer. The goal of this program is to ensure that access to technology is not a barrier for students to participate in Bold Idea and build their computer science skills. **Once a laptop is donated to a student, it is their responsibility to care for the laptop.**

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<u>Laptop Application</u>

Parents can apply for a laptop through the financial aid section of online registration or they may request a laptop directly from Bold Idea staff.

Requirements:

- Meets Bold Idea's financial aid qualifications
- Does not have access to a personal or school-issued computer

Bold Idea staff will contact parents by email or phone prior to the start of the program if their request for a laptop donation has been approved and coordinate on picking up the laptop at Bold Idea's office. Parents are required to sign an online agreement stating their personal responsibility for the laptop once it's been received.

Parent/ Guardian(s) Information

Parents and students will receive feedback at the (3) week mark on student engagement to show if a student is on track or at risk of not receiving a certificate of completion.

Parents: Please note this will be the only update we are able to provide on how your child is performing during the program unless there is any other reason for us to reach out. Parents of Bold Idea students can access their student's portal at any time to see their progress in their current course/project. They can also access from there all student projects and code, as well as badges earned, and the course materials.

<u>Field Trips/ Events</u>

All Bold Idea field trips and events associated with programs or program sites are optional for students. Parents will be sent sign up information and details regarding the event at least two weeks prior to the date.

Bold Idea reserves the right to extend invitations to students to present at events hosted by Bold Idea or alongside Bold Idea staff at an external event. In these instances, parents will be asked directly about the student's participation and the whole family (student & parents) will be given invites to the event (if it is a ticketed event they will be free).

All field trips will be chaperoned by Bold idea volunteers and staff members. Parents may be asked to transport students to and from the field trip location. All Bold Idea policies apply to field trips and any students who do not follow expectations will have their parents notified.

Code of Conduct

Bold Idea and its staff and students have a responsibility to foster and preserve a culture of academic integrity. Activity or behavior that encourages or includes dishonesty, misrepresentation, or otherwise disadvantaging others through disruptive behavior is unacceptable, and staff and students are prohibited from knowingly engaging in such behavior. The goal of Bold Idea is to create an engaging, fun, and safe learning environment for everyone. We expect students to cooperate by behaving in a friendly way and respecting others to help create a positive environment for all. If a student, parent or volunteer has reasonable ground to believe that a policy violation has been committed, this should be reported to Bold Idea staff immediately.

Parent/ Guardian(s) Notification

Parents/ guardians will be notified over the phone or by email of behavioral concerns or lack of engagement for students in Bold Idea programs.

Health and Safety

Bold Idea COVID-19 Safety Response Protocols

As Bold Idea returns to in-person programs, the safety of volunteers, students, and the wider communities in which we work is a primary concern. COVID safety protocols have been developed to ensure we create a safe and healthy environment for all.

Bold Idea strongly recommends that all volunteer mentors and students receive full COVID-19 vaccinations to offer the best protection for all involved in our programs.

The following safety protocols are required for both volunteers and students while attending any Bold Idea program in-person:

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- Volunteers are expected to follow all safety protocols required by the school or community center at which the program takes place. These are subject to change and the direction of on-site staff at these locations takes precedence over Bold Idea rules.

Masks: In accordance with the current CDC guidance, Dallas County mandates, Dallas ISD and Dallas College policy, face masks are optional for volunteers, staff, and students at Bold Idea program sites. If the guidance, mandates, or policies change, all students and volunteers will be given one week's notice to adjust to the new requirements or withdraw from the in-person program. If required, the program can shift to virtual immediately at any point.

- **Attendance**: Volunteers must take attendance of all students and volunteers who are onsite for each session using the volunteer portal. These records will be used for contact tracing in the event there is a positive case within an in-person club.

Potential Positive Test, Exposure, or Symptoms: All volunteers and students must communicate any of the following to Bold Idea:

- Exposure to COVID-19 in the last 10 days
- Positive COVID-19 test
- Experiencing symptoms of COVID-19 illness

If any of the above are true, **do not attend** Bold Idea programs in person and notify the Bold Idea Program Manager immediately. While waiting to return to in person programs, students and mentors can attend virtually.

If you test positive for COVID-19, you may return to Bold Idea programs when all three of the following are true:

- 10 days since symptoms first appeared
- 24 hours with no fever without the use of fever-reducing medications

- Negative COVID-19 test

Licensing Requirements

Data Usage and Photo Release Agreement

Bold Idea takes steps to minimize data collection and uses various online systems to deliver educational programs. Volunteer mentors and Bold Idea staff may also be able to connect with students through these systems to provide tutorial, educational, and similar services. Express consent from a parent or legal guardian will allow us to register the child for these services in connection with the registration. You may also request access to these systems and the data they contain about the child at any time. For more information see Bold Idea's full privacy policy at http://boldidea.org/student-privacy.

When participating in Bold Idea activities, your child may be photographed for print, video, or electronic imaging. By signing below you understand that the images may be used in promotional materials, news releases, and other formats for Bold Idea, and acknowledge that any images will be the sole property of Bold Idea. Your signature below indicates that you are a legal guardian of the above student and have read and agree to the terms explained above.

Dallas Independent School District (no-cost) Agreement

In partnership with Dallas ISD, we provide all our services to students enrolled in the district at no cost.

Bold Idea reserves the right to ensure that all students using this offer actually attend Dallas ISD schools and can revoke this discount if it is found a student does not attend a school within Dallas ISD while using the no-cost offering through Bold Idea.

Intellectual Property

Student privacy is important to us. We want to be transparent with you on what personal data we collect, why we collect it, and what we do with it. We are deeply committed to creating a safe and secure learning environment for our students as they interact with our online learning platforms and mentor communication tools (our "Online Systems"). Our collection, use, and disclosure of Student Data are governed by our Privacy Policy principles and also by the provision of the Family Educational Rights and Privacy Act (FERPA), the Children's Online Privacy Protection Act (COPPA), and applicable state laws that relate to the collection of Student Data. Bold Idea shall not use Student Data for any purposes other than those authorized pursuant to our Privacy Policy.
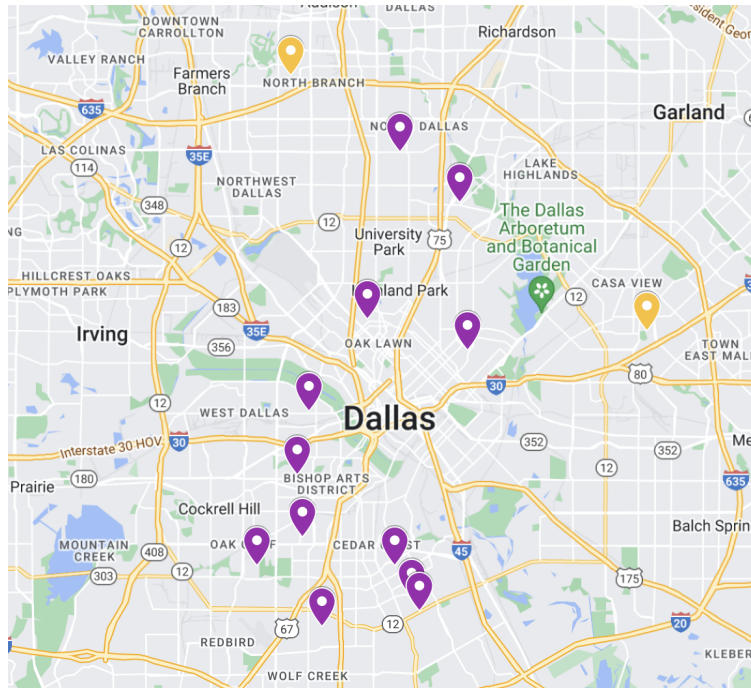
BOLD IDEA Privacy Principles

Our Privacy Policy is grounded in our commitment to the following Privacy Principles:

1. We are deeply committed to creating a safe and secure learning environment for our students. We take the protection of this information seriously.
2. We collect no more data than what is absolutely necessary for the delivery and evaluation of our educational programs.
3. We do not sell your Personal Information or exploit it for financial gain; we do not sell ads. We established Bold Idea as a nonprofit organization so that our mission and your trust will not be in conflict with a for-profit motive.
4. We take steps to ensure the security of any personally identifiable information. We do not, under any circumstances, share personally identifiable information with third parties.
5. It is important that our students understand how to take privacy seriously and how to protect their own data. We take steps to ensure students are conscientious of the data they generate and its impact on their privacy.
6. We provide parents and legal guardians full access to any student data collected, as well as any data or content generated by that student during our sessions.
7. We hold our partners to privacy and security practices no less stringent than our own.

Areas of Service

Map of 2023-2024 School Year Coding Club Schools

Bold Idea 2023-2024 School Year Dallas ISD Program Sites:

- Margaret B. Henderson Elementary School
- Whitney M. Young Jr. Elementary School
- William Lipscomb Elementary School
- Jack Lowe Sr Elementary School
- Rosemont Elementary School and International Preparatory Language Academy
- Frederick Douglass Todd Sr Middle School
- Zan Wesley Holmes Jr Middle School
- Dallas Hybrid Preparatory at Stephen J Hay
- George Bannerman Dealey Montessori
- John Neely Bryan Elementary
- Mark Twain School for Talented and Gifted

Bold Idea 2023-2024 School Year Community Clubs
- Voyager Coding Club (virtual)
- Artemis Coding Club (virtual)
- Perseverance Coding Club (virtual)
- Curiosity Coding Club (virtual)
- Kepler Coding Club (virtual)
- Hopper Coding Club (In-Person @ Dallas College Eastfield)
- Mae Coding Club (In-Person @ Dallas College Brookhaven)

Quick Reference Guide

This page is intended as a brief summary of some of the highlights of this document. It should not displace full review of the document, since many important details are not included here.

Please make note of the following:
- Parents and students will receive feedback after three weeks into the program. This will be the only communication with parents regarding their student's performance in the program. Bold Idea staff does not have capacity for any other communication about student progress. Please join our newsletters and follow us on social media for updates.
- The Pre-Coding Club Checklist must be completed and acknowledgement forms submitted **no later than after a students' first attendance of programs.**
- You must have a computer with robust Internet connection to allow for video conferencing (NO TABLETS).
- Students should be fully attentive in clubs (and meetings with mentors and staff). This includes staying at their computer for the duration of the Club session, having their video on, and actively participating in Club activities. Please plan ahead so that you do not need to eat during these times or take unnecessary breaks (See classroom rules and expectations).
- Bold Idea has a strict zero tolerance policy with regards to bullying.

- Students may not miss Coding Club. Illness is the only excused absence and requires advance notice via email from a parent/guardian.
- Clubs will start on time. Do not be late!
- Student registration is 'first come, first serve'. Submitting your acknowledgement form as soon as you can will confirm your student's spot in the Coding Club.
- Students may be dismissed from the program for violation of Bold Idea's Code of Conduct and Expectations, and if dismissed, may not receive full or partial refund.
- The laptop donation program is a financial aid offering to all Bold Idea students that do not have access to a personal laptop computer through their family or school. The goal of this program is to ensure that access to technology is not a barrier for students to participate in Bold Idea. ***Once donated, laptops are your responsibility.***
- The program will conclude with Demo Day, a celebration of the immense progress of students, with many mentors, partner stakeholders and teachers invited, and friends and family are invited to join.