



# TEAM HANDBOOK

# 2016-2017 SEASON





TEAMS 6190 & 8149

CENTER GROVE HIGH SCHOOL

RED ALERT ROBOTICS TEAM



#### WELCOME

Welcome to Red Alert Robotics! It is an incredible honor to be a part of this amazing robotics team. The two **FIRST Tech Challenge** teams under the Red Alert banner are team 6190 CyberStorm, entering it's 5<sup>th</sup> season, and team 8149 Panic In The Buildroom, entering it's 4<sup>rd</sup> season, so you joined at a very exciting time! The mentors and previous team members have worked hard to build a strong and solid foundation for this team. We are working on distinguishing ourselves as a hardworking, knowledgeable team that strives for excellence in all aspects of **FIRST** (*For Inspiration and Recognition of Science and Technology*). Overcoming financial obstacles we have competed against and defeated teams with many more resources and experience. But beyond that, we want to be a team that focuses on gracious professionalism, teamwork, and dedication to the ideals of **FIRST**.

The purpose of this handbook is to provide guidance and to answer questions about the team, its purpose, and your responsibilities as a member or parent. Please read this information carefully to decide if you or your son/daughter will be able to follow the team rules, commit to the *hours*, and commit to the financial responsibility required for participating in team functions and events.

This handbook is for team members and parents. Please do not hesitate to contact any team mentor if you have questions.

#### **FTC Mentors**

Mr. Mark Horne

Mr. Pat Putman

Mr. Dave Stevenson

Mr. Gary Beshears

ftc@redalert1741.org

## **Engineering Coach**

Mr. Nathan Coulombe <a href="mailto:necoulombe@yahoo.com">necoulombe@yahoo.com</a>

#### **NEngA Coach**

Mrs. Sharon Baxter dscbax@yahoo.com

# FIRST Tech Challenge Teams, Red Alert Robotics Handbook 2016-2017 TEAM WILL ACHIEVE THEIR GOALS THROUGH

- 1. *PRIORITY:* The top priority of the entire team is to promote STEM through active participation in an engineering based program and to develop student leaders.
- 2. *FOCUS:* Keeping the focus of the team on learning as well as inspiration of science, technology, and business, that will never be sacrificed for other things such as winning.
- 3. *INVOLVEMENT:* Striving to always involve the students and community in our projects.
- 4. COMMUNITY: Teaching team members the importance of giving back to the community.
- 5. *MENTORING:* Mentoring younger students and fledgling teams as positive role models.
- 6. ACHIEVEMENT: Promoting the importance of academic achievement at all times.
- 7. **PRIDE:** Encouraging students to have pride in their school, community, team, and self.
- 8. **DEDICATION:** Members of this team will learn how to work with each other, mentors, other FIRST teams, and their community through hard work and dedication.

## FIRST TECH CHALLENGE CORE VALUES

- We act in a Gracious and Professional manner with everyone we engage with and in everything we do.
- We act with integrity.
- We have fun.
- We are a welcoming community of students, mentors, and volunteers.
- What we learn is more important than what we win.
- We respect each other and celebrate our diversity.
- Students and adults work together to find solutions to challenges.
- We honor the spirit of friendly competition.
- We behave with courtesy and compassion for others at all times.
- We act as ambassadors for FIRST and the FIRST Tech Challenge.
- We inspire others to adopt these values.

## RED ALERT TEAM MEMBERSHIPS

Red Alert Robotics is a full-time, year round operation. The summer is a time of numerous outreach events and activities which help promote STEM (Science, Technology, Engineering, and Math) in the community. Students are encouraged to participate as much as possible during the off season.

Call-out will begin at the end of competition season in the spring/summer time. Due to our build season beginning in September it is vital to get new team members engaged and integrated into the team as early as possible. During this phase the members work on FIRST projects, associated activities, and skill building. It is crucial that the team spends this time fundraising and seeking donations. Close attention is paid to attendance of mandatory meetings and voluntary events. This phase is also a time for students to experience team activities such as design exercises, training on tools, participation in community events, and to determine if this team is for them.

There will be an evaluation and review before the official Build Season Kick-Off in September, by the head coach and mentors that will cover the student's grades as well as the participation and activities of each individual student who wants to be a member of the Red Alert Robotics Team.

In order to be a part of the team you must commit to the following items:

• Time obligation:

Off Season Impact/Pre-Season	Build Season	Build/Competition Season
(May-Sept)	(Sept 12-Dec 16)	(Dec 19-Feb 5)
<ul> <li>Participate in 1 Community         Outreach project</li> <li>Attend at least 3 Team Meetings</li> <li>Turn in all required paperwork.</li> </ul>	Participate in 60% of the practice hours. (regular hours will be 6 hrs per week)	Participate in 60% of the practice hours. (regular hours will be 10 hrs per week)

<sup>\*</sup>Participation requirements during competition season may be altered/extended, based on team progress

• Financial responsibility of \$300. \$100 due by August 15, 2016 and the remainder due by October 17, 2016 Any student that does not attend the kick off on **September 10, 2016** or does not have their financial dues in will not be a part of the team at that time. If you need to miss kick off you must notify the **Head Coach** in advance. Then it is your job to read the newly released game rules/criteria to stay informed. You are responsible for knowing all game rules/criteria before you return to practice.

\*\*Students who have concerns about the financial commitment are to talk to the Coach or Mentor **BEFORE** kickoff\*\*

#### RED ALERT ROBOTICS TEAM

Students successfully completing the above requirements will be placed on the team after the coach's review. The placement on the team will run until the end of the school year unless situations arise that would put a team member's status in jeopardy. An important factor of the coach's review is the demerit system. **Demerits will be given when team members do not exhibit proper behavior or display inadequate citizenship that infringes on the teams good image.** Three demerits constitute removal from the Red Alert Robotics Team. All team members must undergo evaluation and review every year. Placement on the team is not automatic because of experience. If a student does not travel with the team due to disciplinary reasons (such as but not limited to grades, demerits, etc.) the student will not be allowed to sit with the team during the events.

\*If you are taken off the team for any reason prior to making the financial commitment you will not receive a refund!

# FIRST Tech Challenge Teams, Red Alert Robotics Handbook 2016-2017 ROLES AND RESPONSIBILITIES

#### ALL RED ALERT STUDENTS:

- **Cooperation:** If a mentor or student in leadership requests you to do something, you will comply to the best of your ability. If you feel a request is beyond the scope of your capability, you are encouraged to attempt the task then speak to the lead mentor or head coach immediately.
- Safety: If you see others who are not being safe, encourage them to stop working and in a positive manner, show them how to do it correctly. If you are not certain, ask the nearest mentor.
- **Effort:** Perform to the best of your abilities at all times.
- **Respect:** Have respect for yourself, all fellow students, and mentors.
- **Learn:** Have a willingness to learn new things.
- **Mentor:** It is the responsibility of all students to teach and mentor younger or new students to foster continuation of FIRST principles and enable younger students to take on responsibilities as upperclassmen graduate.
- **Gracious Professionalism:** As out lined by FIRST. Gracious Professionalism®

#### GRACIOUS PROFESSIONALISM

Dr. Woodie Flowers, FIRST National Advisor and Pappalardo Professor Emeritus of Mechanical Engineering, Massachusetts Institute of Technology, coined the term "Gracious Professionalism®."

Gracious Professionalism is part of the ethos of FIRST. It's a way of doing things that encourages high-quality work, emphasizes the value of others, and respects individuals and the community.

With Gracious Professionalism, fierce competition and mutual gain are not separate notions. Gracious professionals learn and compete like crazy, but treat one another with respect and kindness in the process. They avoid treating anyone like losers. No chest thumping tough talk, but no sticky-sweet platitudes either. Knowledge, competition, and empathy are comfortably blended.

In the long run, Gracious Professionalism is part of pursuing a meaningful life. One can add to society and enjoy the satisfaction of knowing one has acted with integrity and sensitivity.

# FIRST Tech Challenge Teams, Red Alert Robotics Handbook 2016-2017 LEADERSHIP

#### **CAPTAINS FOR TEAMS**

Team Captains will be appointed by the Mentors based on experience, participation and leadership qualities. There will be sub team captains if numbers allow.

The Mentors reserve the right to appoint team members to leadership positions and remove students from leadership positions if the need arises.

It is likely that team captains will be changed during the season. If the current captain takes on responsibilities with the FRC team during their build season (Jan-Feb) a student that is not involved in both FTC and FRC will be selected for the remainder of the season based on the qualities they have displayed thus far.

Students may be required to offer guidance and mentoring to local FLL and FLL Jr. teams as well as other less experienced FTC teams as part of our community outreach. This is a big part of FIRST and helps a great deal with our own success as a team. Students must remember that in these situations they are role models for the younger students as well as ambassadors for Red Alert Robotics. Impeccable behavior and a dedication to the task is expected at all times. It is your actions in these situations that will determine if we will maintain sustainability as an organization through students progressing through these junior programs.

All students can be leaders. They do not need to hold an official position to display leadership!

### PARTICIPATION

#### COST

Each student is required to fundraise \$300.00 as part of his or her membership on the robotics team. There are fund raising activities that the students are encouraged to participate in that contribute toward their minimum fee of \$300. Any company sponsorship that is brought in by an individual will count towards their commitment, however leads generated by the team in general and secured due to contact made officially by team members will not count for an individual's commitment. Travel expenses to qualifying and state tournaments are covered, however it may be necessary to raise more money for tournaments beyond this if the teams progress. Fundraising amounts above the required \$300 will be applied to additional travel costs, assuming students are permitted to travel. Additional funds collected by the student beyond what is required for team participation and travel will be added to the general FTC fund for operating costs. Several students have secured larger sponsorships in the past which has been a great benefit to the team and is encouraged. A \$100 deposit is due by August 15st, 2016 and the remaining \$200 dollars is due by October 17th, 2016 but will be accepted at any time prior to deadline date.

### **MEETINGS**

To be a member of the Red Alert Robotics Team requires many after school hours. All team members are required to participate in after school meetings, events, and other team activities. During the fall, meetings are usually two weekdays on Mondays and Thursdays for approximately three hours (6:00-9:00 pm). In addition we may add a Saturday meeting from 1:00pm-5:00pm if necessary. The 2 weekday meetings will make up the time that the percentage attendance will be calculated from. It may be necessary to meet more frequently as the first competition approaches.

During the winter semester (Jan-Apr) we will meet whenever necessary to complete work and planning for the competitions. This will include the regular Monday and Thursday meetings as well as Saturday afternoon and one other weekday with the option of more meetings any other day of the week (given that the senior FRC team meets most days during that time period). Every effort will be made to minimize additional school night practices but it may be necessary from time to time. Once our competitions are concluded we will revert to a once a week meeting (either Monday or Thursday) to prepare for outreach events and other activities to help the next season run more smoothly. We understand that this is a huge time commitment throughout the year but please remember that only part of this is mandatory to maintain the minimum hours commitment. However, selection for future team leadership positions will be based partly on student's off season participation and team investment throughout the entire school year

Attendance is taken at all meetings during build season and mandatory meetings during the off season along with community activities. It is the student's responsibility to sign in on the attendance computer or check in when they arrive at community events. All students are expected to be on time and stay the required amount of time including clean up. Students participating in other school-sponsored activities or having a job may be excused from attendance on a limited per case basis as reviewed by the coaches. Students *must* provide work schedules or school-sponsored activity event calendars to the coaches to be excused.

#### SCHOOL WORK

Academic eligibility for clubs can be found on page 53 of the CGHS student handbook. There it states, "To remain eligible for clubs and organizations students must pass 5 full credit subjects in the previous semester and maintain passing grades in the current semester determined by nine weeks grades. Semester grades will take precedence at the end of the semester. Audits do not count as subjects. First semester freshmen are exempt from this rule. In order to participate in any club or organization, the student must sign up for the school's DAT (random drug testing) Program."

However, as a Red Alert Robotics Team member, you are held to a high standard that many other teams do not require. Our high standards and expectations are one of the strengths of our team. **Team members are expected to maintain a minimum cumulative GPA of 2.0 prior to build season and have no failing grades.** Grades are scrutinized weekly by the coaches during Build Season. Any student with a GPA lower than 2.0 will be on *Academic Probation* and will be barred from participation in build activities Monday-Thursday during build season so they can focus on their school work. Any student with a failing grade will not be permitted to work on the robot or other team activities until the grade is improved. Exceptions may be made for grades due to illness. Every effort will be made to offer tutoring during robotics meetings. Doing homework alone or in groups **is encouraged** during any robotics team activity.

#### AFTER SCHOOL ACTIVITIES

Many of our activities are after school in the evenings and on weekends. Students must provide their own transportation to and from the meetings. A phone will be available for student use.

It is understood that our students are very busy in many other school activities. These activities are encouraged and supported by our team. It is the responsibility of the student to manage and balance all their activities, informing the mentors of their commitments. Communication is very important. If there are any questions about meeting schedules, please ask student leaders or mentors. It is the student's responsibility to find the answers. A student will not be excused for missing a meeting or event because they did not know about it.

All extra-curricular activities provide challenges and stresses upon a student's time. It is important to communicate with mentors to work out the timing of your activities. Often these activities can be accommodated to the satisfaction of our team and others.

There are some instances however, when timing cannot be resolved. In this case you may have to choose which activity you will be putting your time and effort into. Please discuss this problem with a FIRST mentor before you make a final decision. All team members are important to us and you are needed for the success of the team as a whole.

#### REPORT CARDS

Monitoring of grades will occur every grading period more frequently during build season. As the grades are monitored, or we identify a class you are having difficulty with that may affect your GPA in a negative manner, you may be placed on academic probation with a plan of assistance. A Plan of Assistance (see Behavior section below) will be developed by the student and shared with the parents and the mentors of the team. The document will contain suggestions for improving grades and correcting the behavior, a timeline for the correction and a clear explanation as to what is expected. Included will be the outcomes and consequences associated with the behaviors.

At the end of the proposed timeline suggested in the Plan of Assistance, if the situation is not corrected, you may have the timeline extended or you may be removed from the team/unable to travel. This decision will be made

after considering the effort and progress made during the timeline. If you are having difficulty with a particular class, it is important that this be brought to the attention of the mentors. You have the benefit of getting help from fellow team members who probably passed the class you are taking. *All class work is your responsibility at all times.* 

#### TRAVEL ASSIGNMENTS

When we travel, you are required to get all class work, assignments, and readings gathered **before** we leave. We encourage students to complete work prior to leaving for a competition. Nevertheless, when this is not an option, we encourage all students to take their schoolwork with them to complete during down times at the event. Please allow teachers several days to get these assignments ready for you. Obtaining and completing these assignments is your responsibility. Upon your return to school all the assignments are due and must be turned in to the teacher.

#### **BEHAVIOR**

A team member's behavior is under scrutiny at all times. It is very important that you understand that you represent not only Center Grove High School, but each and every community supporter, mentor, and sponsor. Every team member must obey mentor directions and obey safety guidelines at all times.

The coaches reserve the right to discipline a team member, including giving demerits or being sent home for the day as necessary for safety and the overall good of the team. The parents will be informed of any disciplinary actions as soon as possible. At all times the team will follow the Center Grove Community Schools' Code of Conduct and the FIRST guidelines of gracious professionalism.

## WORK IN CG'S INNOVATION CENTER

Most of our meetings will be in the Center Grove's new Innovation Center. Red Alert Robotics has a designated area but also share a common area with other school groups and classes. Students need to be courteous, clean, and respectful. Remember to pick up any drink or food containers that you have used and deposit them in the proper location or recycle bin. These areas are used by other teams from our robotics family as well as school classes. **It must be clean and tidy before you leave.** Also, when working with school/team equipment, treat it with care. All students must always wear safety apparel and follow safety guidelines when working. Closed toed shoes and safety glasses are always a must. Students not adhering to safety policies will be sent home.

#### **SCHOOL**

Your behavior in school and specifically in the classroom is a message to all regarding the caliber of students on our team. You are looked upon as role models and examples of the best students our school has to offer.

You are expected at all times to be polite and respectful to all school staff members and refrain from activities that are considered disruptive. Any team member receiving a disciplinary action of any type is subject to review by the coaches and will receive a demerit.

If you don't think you should do it, then you probably shouldn't.

#### CHARACTER

All eyes are on you every minute you are in public. Your behavior is a direct reflection on your and our team's character. Anyone may over hear things you may say to one another and how you say it.

Remember the people you meet have three basic questions.

The first question: Can I trust you?

Without trust, there is no relationship. The only way you can ever get trust is if both sides do the right thing.

The second question: **Are you committed to excellence?** 

Your actions send a message that you are committed to certain standards. Being committed to excellence can only be demonstrated if you do everything to the best of your ability.

The third question: Do you care about me?

How do you respond when your actions aren't perceived the way you intended? Caring about people is not making their life easy. Caring about people is not being their friend. Caring about people is enabling them to be successful.

We are a very close family when we travel and conflicts may arise as a result. We must make certain that the answers to all three questions are YES. To help with that, students should refrain from rumors, he-said-she-said, and negative comments about one another. If a problem arises with another student, you are requested to speak to a mentor immediately. Students are not allowed to have physical conflicts with each other. If a problem such as this arises, both students may be disciplined as per school rules.

#### COOPERATION

Students are requested to cooperate at all times. This means that if a mentor requests you to do something, you will comply with the best of your ability. Ignoring the directions or requests of a mentor is not in the team's best interest. If you feel a request is out of order, you are encouraged to talk to the mentor in an appropriate matter. This means you will explain why you have a conflict with completing the task. Then the mentor will decide if you need to complete their task at that time or at a different time. The mentor makes the final decision not the student.

#### UNIFORMS AND DRESS CODE

**Our team uniform is our team shirts.** These shirts are designed by the team and worn on competition days. **These shirts will also be worn at all functions in which the Robotics Team participates.** It is to be taken care of and maintained so that not only the individual wearing it but the entire team takes pride in it. If members are not wearing their team shirts on designated days, they will be asked to change clothes.

When the team participates in functions where team shirts are not required, the school dress code must be followed. For safety reasons a sleeved t-shirt must be worn at practice. If inappropriate clothing is worn, the student will be asked to change into a t-shirt provided by the team or the student will be asked to go home.

#### E-MAIL AND REMIND

All students are required to have an active e-mail address and need to check it regularly. This is a fast and efficient mode of communication. Please provide your email address to the mentors for our records. We also use the "Remind" app to update students and parents on new meeting times and events. This is a quick way to get a short message out to everyone. You are encouraged to download this app or sign up for email alerts online if you do not own a compatible phone. Remind is not intended to replace the regular emails but just enhance the way we communicate.

#### WEBSITE AND SOCIAL MEDIA

#### www.redalert1741.org

The website will be the place to find all of your answers. Schedules, messages, and updates will be posted weekly. It is your responsibility to check the website often for up-to-date information. FTC students have been creating a specific page for their team this year. We are also active on Twitter with the handles @FTC6190 and @FTC8149. You are encouraged to follow the teams and get involved in spreading what we do. Facebook, Instagram and other social media are in the future plan.

#### INAPPROPRIATE BEHAVIORS

Inappropriate behaviors include, but are not limited to: Any unsafe practice, running in the hallways, pushing and shoving, name calling (negative), leaving messes, fighting, swearing, stealing, inappropriate use of technology such as Internet, use of personal gaming devices, and all other activities that reflect negatively on the team and team performance. **Wandering around the school during meetings is not permitted.** 

#### BOYFRIEND/GIRLFRIEND

In the event that a relationship develops or is ongoing, there are certain guidelines that must be adhered to at all times when engaged in team activities local and away. Disciplinary actions will be taken against students who refuse to cooperate.

Hugging, kissing, sitting on laps, and other expressions of affection are prohibited at all times. *Handholding is strongly discouraged*. The couple must also travel in a group. Couples may not wander off alone or sit alone. **The couple should not appear as a couple but, rather, as a part of the team.** 

#### PLAN OF ASSISTANCE/EVALUATION

There are several reasons why you would be evaluated and create a plan of assistance. A plan of assistance is a method of identifying a behavior and outlining the steps to correct the behavior within a specified length of time. The plan is a corrective method designed to assist the student and keep him or her eligible for the team.

Traveling, as a team, is very exciting and rewarding and often the highlight of a student's memories. A great deal of planning and organization is required to coordinate all the associated activities. A strong effort is made to make the travel be an educational/cultural experience as well as the basic competition. Safety is always the major concern.

All team members are expected to travel to all events unless otherwise exempted. A student may be exempted from travel due to a prior commitment approved by the coaches in advance or disciplinary reasons from the coaches, or school administration.

In order to travel, students must successfully pass multiple tests

When the team travels, students are to remain with the team for the duration of the event. Should a student leave the main body of the team at any time, they must clear this with a supervising adult first and travel in a group. A **SUPERVISING ADULT SHOULD KNOW WHERE ALL STUDENTS ARE AT ALL TIMES.** Because we have signed you out of school and are responsible for your student's safety, we encourage parents to join into team activities rather than try to separate their student from the group. In an event that a parent would like their student to participate in an activity during the scheduled competition time the activity must be cleared by the Head Coach/Mentor prior to the student leaving the group. A student may not be released from the competition venue to any party without prior authorization from their parents.

#### HOTEL

When we travel we may need stay at a hotel. Students will be organized into room groups of either three or four students, depending on quantity of students and room availability. There are no co-ed rooms. We will have room checks periodically by the mentors. The hotel room doors will be taped to ensure student safety.

When we enter the hotel, students will go to a designated location to wait for keys. At that location students need to be very quiet so as to not disturb the other guests. Students will proceed to the rooms as soon as key distribution is complete.

#### **HEALTH**

Students taking any medication while we are traveling need to have the list of these medications on file with the a mentor. A mentor will keep all medication in a locked medication case. Also, students that have a medical condition such as diabetes, asthma, or allergies must inform the mentor of their condition. This is so that in the event that a student needs to seek medical help mentors can provide the best care possible. This information will be kept confidential. A copy of the student's insurance card will be requested before they can travel

In the event a student becomes ill on a trip, parent contact will be made. If transportation home is necessary, it will be at the parent's expense. Parents may also come and pick up their child, if needed.

#### COMPETITIONS

Our team will attend at least two regional competitions from December to February. The State championship will follow later in February if we qualify and then a super-regional event in Iowa in March. Qualification from there will mean a trip to The FIRST Championships in St. Louis which is a 4 day event in April

Details on these events will be confirmed as we progress through the season.

#### TEAM PRIDE

Cheering is more than yelling at the top of your lungs. True cheering is enjoying the event and celebrating the excitement of the moment. Organization is the key to this being a powerful tool. Your NEngA committee will give you direction and guidance for spirit. You are not expected to be cheering 100% of the time, however, when we are cheering, all team members are expected to stand and cheer to the best of their ability. Sitting in the stands looking bored, jeering, carrying on personal conversations while others are cheering is not good for the team image and is not permitted. Also, team members must sit together at all times. You are expected to be in the stands EVERY time the robot is on the field and showing team pride unless you have another assigned obligation.

#### AWARDS CEREMONY

During the ceremony we will applaud the teams that are winning awards. When we applaud we will stand to show our respect for what they have accomplished.

#### THINGS WE DO NOT DO AT AN EVENT

- Uniforms may not be altered or worn in any manner not approved by the mentors.
- Students may not play cards or any other games including electronic games on cell phones or other devices at the events.
- Our team will not engage in negative behavior toward another team or team members.
- Our team will not display displeasure over any decision by a referee or judge.
- Team members will not exchange negative remarks to each other, no matter what the situation.

# FIRST Tech Challenge Teams, Red Alert Robotics Handbook 2016-2017 PARENT RESPONSIBILITIES

Parents are an integral part of our team and are very important to our continued success. Parents are also a key factor in the motivation and dedication of their student. Supporting their son/daughter in all aspects of their team involvement is vital to them getting the most out of the program

Parents have several responsibilities:

- Parents are encouraged to volunteer to assist with at least one event such as fund-raising, annual awards banquet, monitoring students during the build season or assist in community service projects. Mentoring, team management. Please see Parent Volunteer Requests section below.
- To provide timely transportation for the student. Making sure that they are at the required events on time and ready to participate. Often we will leave for a competition very early in the morning to facilitate transportation. Parents are expected to have the student at the designated location at the prescribed time. We will not delay transportation.
- Upon return from an event parents are expected to provide transportation at the designated time. Late transportation causes an inconvenience to all involved.
- Parents are expected to assist their student in all fundraising activities.
- Parents are expected to provide accurate medical information and to keep mentors informed of all changes.
- Parents are also expected to provide spending money as is appropriate when we are at events or competition.
- Parents are expected to bring issues and concerns to the President of RARPO or the Head Coach in a timely manner. Contact information can be found on website.
- Parents will refrain from foul language, engaging students in disputes, or spreading gossip.

#### **TEAM VOLUNTEER POSITIONS**

Anyone can apply to volunteer with the team. The team's executive committee, consisting of current coaches and senior mentors will consider coaches/mentors with proper credentials in leadership training, information technology, Web design, marketing, programming, design engineering, electrical engineering, and mechanical engineering. The executive committee votes on and approves volunteer applications each season. It is strongly encouraged for at least one parent of each student volunteer as a mentor or other FTC role including serving on the Red Alert Robotics Parent Organization. A great deal of planning and organization goes into a season and the help we have the more smoothly things run. Many hands make light work!

#### **Background Checks**

Any volunteer working closely with students is required to undergo a background check. This is the same background check that the school conducts so only one need be done for the whole year for all school activities

Contact Mentor Mark Horne to apply for a volunteer position on the robotics team at ftc@redalert1741.org

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The mentors for the Red Alert Robotics Team are a group of dedicated professionals who are taking on the responsibility of providing you with the best professional training and education today. Many of their efforts are behind the scenes pre and post season. Many, many hours of planning are required to coordinate all the activities for our team.

Your mentors are in many cases professionals at a community business. These dedicated team members spend many of their free time hours on this project and serve as role models for our students. Their expertise allows the dreams and ideas of the students to be transformed into reality.

Take the time to communicate and get to know these very talented and generous people. Do not hesitate to ask them for advice, for they have a wealth of knowledge. They are also a valuable resource for tutoring.

When traveling, all mentors are considered your "parents"—looking out for your welfare and safekeeping. They take seriously the confidence your parents have placed with them. Their decisions are always aimed at what is best for the student first and the team second. Please be aware that decisions regarding team rules and procedures are based upon experience, school district, and mentor input. Students are expected to honor a request by a mentor. Also students shall treat mentors with respect at all times.

It is the policy of the team that former students will be required to take a minimum of one year away from the team after graduation. Graduates are encouraged to mentor another robotics team during that time. After that time the previous members are welcome to return as a mentor for the Team.

If you have any concerns with the activities of a mentor or their behavior toward you or others, please talk to the Head Coach or another mentor.

### 2016-2017 RED ALERT STUDENT EXPECTATIONS

Red Alert Robotics is a team; it requires rigorous participation and a serious commitment. This is not a team for casual participants.

A student wishing to travel/participate in any competition must meet <u>ALL</u> expectations. Not meeting any one single expectation will result in the student's inability to travel.

Parents and students please read the handbook and sign below together to ensure that both parties are aware of the requirements. This sheet must be returned with all blanks filled correctly before September 8th, 2016.

#### 1. Participation

I have read and agree to participation expectations of a team member of Red Alert Robotics.

#### 2. Cost

I have read and agree to the cost expectations of a team member of Red Alert Robotics. Specifically, each student is required to contribute \$300 as part of his or her membership on the robotics team. There are many fund raising activities that the students are encouraged to participate in that contribute toward their \$400 fee. A one hundred dollar deposit is due by September 8th, 2016 and the remaining \$200 is due October 17, 2016.

I have read and understand that some travel expenses may be additional charges.

#### 3. Behavior

I have read and agree to the conduct expectations of a team member of Red Alert Robotics.

#### 4. Academic Expectations

I have read and agree to all academic expectations of a team member of Red Alert Robotics.

#### 5. Knowledge Testing

I have read and agree to the knowledge of the game expectations of a team member of Red Alert Robotics.

Student Signature	Student Printed Name
Parent Signature	Parent Printed Name
Date	