



Team Handbook

Greenspire High School

School Board Approved: August 2023

Dear Parents, Team Members, and Mentors,

Welcome to the Greenspire Steel Sturgeons Robotics Team #9176! As we embark on this journey together, we want to extend a warm welcome and assure you that you are about to experience an incredible adventure in the world of robotics.

At the heart of our team is the belief that robotics provides a unique opportunity for growth, learning, and collaboration. We are proud to represent Greenspire High School and carry our core values of Self-Efficacy, Trust, Listening, Honor, and Optimism with us throughout this program. It is through these values that we strive to create a positive and inclusive environment for everyone involved.

We are privileged to have an exceptional team of mentors leading the way. Roderick MacNeil, our Lead Mentor, brings a wealth of experience and expertise to guide us through the challenges and triumphs of the season. Alongside him, we have Nicki Klama, who shares her passion for robotics and dedication to fostering an environment of creativity and innovation. Together, they form a dynamic leadership duo that is committed to helping each team member reach their full potential.

As we embark on this new season, we encourage you to thoroughly read and familiarize yourself with this handbook's contents, as it will serve as an indispensable resource throughout the season.

To our newcomers, we extend a special welcome. We are all here to learn together, celebrate successes, and overcome challenges as a united team. We believe in your potential and are excited to witness your growth throughout this season.

As we set forth on this robotics adventure, let us remember that we are not just a team but a family. Together, we will learn, innovate, and inspire one another. We will celebrate each other's achievements and support one another through setbacks. We will embrace the values that Greenspire High School has instilled in us and carry them with pride as we represent our school and community.

Once again, welcome to the Greenspire Steel Sturgeons Robotics Team! We are thrilled to have you on board, and we look forward to a remarkable season filled with growth, friendship, and unforgettable experiences.

Sincerely,

Roderick MacNeil

Coach, Lead Mentor and GHS Science Teacher

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FIRST®

The FIRST® organization (For Inspiration and Recognition of Science and Technology) was founded in 1989 by inventor and entrepreneur, Dean Kamen. Since its inception, FIRST has risen to become the leading nonprofit STEM-engagement program for youth worldwide, not only inspiring young people's interest in STEM-related careers, but also instilling them with essential workplace skills. With its four youth programs spanning PreK to grade 12, FIRST has a global reach, inspiring over 645,000 young people on more than 77,000 teams in the 2019-2020 season. While robots are a big part of its programs, FIRST is much more than that. FIRST encourages a philosophy known as "Gracious Professionalism®", promoting hard work, respect, and the value of others. A second philosophy of FIRST, "Coopertition®", encourages not only respect and kindness towards opponents, but also cooperation and assistance in the face of fierce competition. Through these values, team members who participate in FIRST learn skills and values essential to any workplace. For more information, visit <https://www.firstinspires.org/>

FRC

FRC, or **FIRST Robotics Competition**, is FIRST's original robotics program. 4,000 teams comprising about 100,000 team members participated in the 2019-2020 game season. With a new game each year, FRC challenges team members to plan, design, and construct a robot that will compete on the game field in alliance with other teams. Designed to provide a rigorous engineering challenge to high school team members as well as teach leadership, collaboration, project management, and other real-world skills, the FRC program is "much more than robots."

Gracious Professionalism

As part of its mission to encourage student leadership and collaboration through yearly robotics challenges, FIRST promotes Gracious Professionalism as one of its core values in all levels of competitions. Their website describes this ideal as follows: "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."

Coopertition®

FIRST extends their philosophy through their value of Coopertition®, which “produces innovation. At FIRST, Coopertition is displaying unqualified kindness and respect in the face of fierce competition. Coopertition is founded on the concept and a philosophy that teams can and should help and cooperate with each other even as they compete. Coopertition involves learning from teammates. It is teaching teammates. It is learning from Mentors. And it is managing and being managed. Coopertition means competing always, but assisting and enabling others when you can.”

<http://www.usfirst.org/aboutus/gracious-professionalism>

College and Career Opportunities

FIRST programs help young people learn to work together, manage project time and budgets, cooperate, and bring out the best in one another. Many job-seeking or college-bound team members have found that having FIRST participation on their applications can be a real boost.

Team 9176 team members may have access to internships with such companies as Microsoft, CRĒO Industrial Arts, and others. Each year, the FIRST Scholarship Program makes continuing education more accessible by offering millions of dollars in college scholarships from nearly 200 providers and institutions. Learn more at <https://www.firstinspires.org/scholarships>.

In the workforce, many FIRST alumni discover a network of other alumni and Mentors that can lead to exciting opportunities. Stay connected with other FIRST alumni at <https://www.firstinspires.org/alumni>.

Our Mission & Goals

Team 9176’s mission is to inspire young people to become leaders in the fields of science, technology, engineering, and mathematics. Through exciting Mentor-based programs that build skills, team members learn not only how enjoyable the STEM fields are, but just how much they are capable of. We strive to build a healthy and productive team dynamic that inspires innovation and prioritizes safety. Team members develop life skills, including problem-solving, self-confidence, and communication, that will stay with them beyond high school and into their future careers.

We strive to:

- Impart young people with the knowledge and skills to become leaders in science, technology, engineering, and mathematics.
- Create a safe environment in which team members can learn, experiment, and grow.
- Have a positive impact on the community around us through outreach, volunteering at events, and other community involvement opportunities.

Team Organization

Team 9176 Mentors are Greenspire High School staff members and volunteer Mentors who oversee our meetings, manage logistics and ensure that the team as a whole and individually is meeting the requirements of Greenspire School District, Greenspire High School, FIRST® and FIRST® in Michigan.

Team members are assigned to participate in sub-teams based primarily upon interest. A team member may participate on more than one sub-team depending on the exclusivity and intensity of a sub-team.

Mentors may have oversight of multiple sub-teams, so delegation to and by sub-team leads ensures a more efficient workload distribution. Sub-team leads are returning team members appointed by core Mentors based on dedication, knowledge and experience. Depending upon size, sub-teams may be further divided and may have more than one lead. Sub-team leads coordinate the activities of and more personally Mentor their sub-team members.

Team Member Communication

Our team's primary form of communication is the productivity app, Slack. All members are asked to check Slack daily for important announcements and updates throughout the entire calendar year. We strongly recommend downloading the Slack app on your mobile device if possible. Slack may generally be accessed on school devices via the website.

When using Slack, please keep communication professional and relevant. Do not swear, spam or exhibit social bias in messages. Pay attention to the topic-specific channels and post within the correct channel. Posts may be redirected to another channel if a thread wanders off-topic.

Team members on Team 9176 must provide their own cell phone number (as applicable) and email for the team contact list for additional communication as needed. This information will be kept strictly within the team.

Team information, including our sponsors, resources, and team calendar can be found at <http://steelsturgeons9176/>. Feel free to share any questions or concerns you may have by talking to a Mentor or team member officer.

NOTE: Membership on the team's Slack workspace is limited to current team members and alumni in good standing and district-approved adults, such as coaches and Mentors.

Family Communication

To ensure families receive timely communication about events, we require that the team has the name, cell phone number and email address of at least one parent/guardian for each team member. Important team announcements will be sent directly to families from Mr. MacNeil or another team representative via email. In rare cases, a parent/guardian may receive a phone call from a Mentor about a particular situation.

Additionally, our team typically holds family information meetings shortly after the beginning of the school year and before certain competitions. To ensure every family receives the important information at these meetings, we require each family to send a representative, ideally a parent/guardian, grandparent, etc., to these meetings. We intend to hold these family information meetings in-person unless circumstances require that we shift to an online format via Zoom.

An e-newsletter, periodically published by Team 9176, provides more routine communication. The newsletter contains important information about upcoming event schedules and costs, fundraisers, and family participation opportunities. Parents/guardians will be automatically added to the Boosters' email subscription list to receive these newsletters.

We also maintain a Facebook group. We recommend you join the group to get the latest information:

<https://www.facebook.com/groups/steelsturgeons>

Family Obligations

Fees and Volunteer Time

Registration Fee: \$100 Due by October 15th each year

These can be paid for with cash or a check payable to Greenspire Charitable Foundation (with Robotics on the memo).

Another option would be to collect returnable cans & bottles and submit the funds to the team and those funds will be earmarked as that member's dues.

This fee allows us to purchase team uniforms (2 t-shirts and a polo), cover coaching/mentor travel costs, and other miscellaneous annual needs.

Uniforms

Each year our team members have three shirts to wear, two seasonal T-shirts and a polo shirt. The polo shirt remains the same year to year, so returning team members only need new T-Shirts annually or a new polo if an old one doesn't fit any longer or is not in good condition.

If during the season, one is destroyed or lost, then a new one will need to be purchased. Make checks payable to Greenspire Charitable Foundation (with Robotics on the memo) or cash.

Travel Expenses

Team 9176 will fund 30% of team player travel costs (lodging and transportation). This is covered in majority by sponsors, donations and grants, with part of this coming from your annual dues. **70% of travel expenses must be covered by each player**, whether through their own individual fundraising and/or family support.

Food is not considered a fundable travel expense due to the varied dietary needs of players. It is the responsibility of each player to cover their individual food needs/costs.

Team 9176 will fund 50% of mentor travel costs (lodging and transportation), as long as the budget allows.

Team 9176 covers 100% of teacher coach travel costs (lodging and transportation).

Robotics Team 9176 Apprentices are ineligible to participate in travel with the team or participation in competitions. They may attend competitions in the audience with a supervising adult.

Travel for competition season events starts in early March and runs through April. Except for certain competition team roles, attendance is not required at any of these events except for the Traverse City Central High School event. As this event is local, it is required that all team members be in attendance to support the team, unless previously discussed and excused by Mr. MacNeil (See section 8, Team member Attendance Policy).

Meals will be provided during competition travel by the team. If a food allergy exists, the leadership will do it's best to accommodate for these, but please be prepared to bring your own food. Should there be a food aversion, please plan on providing your own food.

Family Support & Volunteering

FIRST® and Team 9176 depend on volunteers. Our Mentors and coaches donate thousands of hours annually, making it possible for Greenspire High School to maintain an FRC robotics team. At each district event, Team 9176 is required to have 2 volunteers sign-up to help at the event; if we do not provide volunteers, we aren't allowed to participate.

To support the team in other ways, we need the help of families. Family participation opportunities vary; there is something that almost every family can do. We ask that every team family sign up for at least one of the following events throughout the year.

Family support opportunities for the season may include but are not limited to:

- Volunteering at a district competition.
- Volunteering or donating food, beverages, or serving items for team meetings and build meetings
- Volunteering time or donating materials build practice game elements
- Volunteering for a shift at an off-season event or fundraiser
- Donating supplies, food, beverages, or other items to support an event or fundraiser
- Helping to serve lunch to the team at a district competition

Many local employers increase the impact of your volunteer time with a cash grant to the team. If you are volunteering your time, please check with your employer to see if they offer an hour-match or similar program.

Team Member Applications

All Steel Sturgeon team members must complete an application if interested in joining the team. Please see a Lead Mentor for an application.

Team Member Attendance Policy

Team 9176 strives to begin the build season with a group of committed team members who are ready to contribute. For that reason, attendance and qualitative team member participation are tracked at every meeting.

All team members are expected to attend a high percentage of all meetings during the fall off-season and build season. Team members will be divided into sub-teams based on interest, availability, and skill set.

Each meeting will begin with attendance being taken and tracked by either Mr. MacNeil, another Mentor or Team Captain.

Excused and Unexcused Absences

Absences will be **excused** in the case of:

- Illness
- Pre-arranged family travel or obligations communicated to coaching staff with at least 48 hours' notice
- Holidays for sincerely held religious beliefs
- At the coach's discretion for absences not explicitly covered above

Absences are **unexcused** in the case of:

- Working on homework or other projects in lieu of attending assigned meetings
- Family travel or obligations without timely communication to coaching staff
- Other situations not explicitly covered above at coach's discretion

Team members are allowed 2 excused absences and 1 unexcused absence during build season. If you were absent from school due to illness, do NOT come to practice, per Greenspire Community Handbook Policies.

Fall Off-Season: Typical team member commitment for the fall season is 1-3 evenings per week for about 2-6 hours total. Team member leadership may have additional meetings. From October through the winter break, we expect our team

members to attend 80% of the scheduled general team meetings plus 80% of their assigned sub-team meetings. Consecutive unexcused absences will be reviewed at coach's discretion, and disengagement could be a reason to be removed from the team.

Note: Off-season and build season attendance are tracked separately, not as a total. Meeting the off-season attendance requirement does not carry into the build season.

Build Season: After Kickoff in early January, our schedule becomes much more demanding, and we require team member engagement to reflect the change of pace. For about seven weeks, the team works on Monday through Thursday evenings plus Saturdays..

Attendance and participation are cumulative throughout the whole build season.

Team members are expected to be focused and reasonably productive at meetings. Team members exhibiting unproductive or distracting behavior will be marked as unproductive. If unwanted behavior continues and/or poses a safety risk, team member(s) will be asked to leave the meeting and will then be marked absent. Habitual lack of productivity can result in removal from the team.

If a meeting is canceled no one is counted as absent or unproductive.

Fall Off-Season Meetings

The goal of our fall meetings (September through December) is to build a committed team with the skills necessary to make reasonable contributions at the beginning of the build season.

General Team Meetings: During the fall, general team meetings are scheduled every Monday at 6 PM. Attendance and participation are tracked.

Sub-Team Meetings: In addition to the general meetings, team members are required to attend meetings on an area of focus, such as fabrication/mechanical, robot design (CAD), programming, scouting/strategy, or media/marketing. Attendance and participation are tracked. Schedule will be announced.

Kickoff & Build Season Meetings

Kickoff is the beginning of January!

Attending Kickoff in person is **mandatory!**

Emergency situations or illness will be considered—contact Mr. MacNeil as soon as possible. We will watch the game reveal, read the game manual, and take a related test, then begin a discussion of game strategy and robot design.

Build season meetings (January through end of February): Build season meetings are Monday-Thursday, 6-9 PM, and Saturday, 9 AM-4 PM, split into AM and PM sessions. Depending on team size and other factors, team members may be asked to attend only specific meetings.

Attendance and participation will be tracked. If meetings are canceled, team members will be notified via Slack.

Competition Season Meetings

Once competitions begin in March through April, team meetings become more sporadic. The team typically has a general meeting on Monday evening following a weekend event to recap the competition and plan repairs and improvements to be made for the next event.

Meetings to work on the robot or other projects will be announced. These meetings are often scheduled at the last minute and limited in attendance, so it is important that team members check Slack daily for details.

Spring & Summer Off-Season

From late April through August, regular team meetings continue after competition season through the end of the school year. In the spring, we organize the annual team celebration dinner, select new team member officers, start the team member application process, and plan events and projects for the summer and into the fall. Over the summer break, team member officers may be asked to attend leadership meetings, and there will be opportunities for all team members to participate in outreach events, community events, or optional training sessions or team meetings.

From end mid-July through end of August, we will have meeting, practices and bottle/can returns held at Meijer. Unless otherwise discussed with Mr. MacNeil, attendance at these dates is expected.

Team members and Mentors will be volunteering at the National Cherry Festival as paid volunteers. While we understand that a full commitment to volunteering every shift or every day is difficult, we do require that everyone pull their weight. We are a small team and every body makes a difference. Unless otherwise

previously discussed with Mr. MacNeil, every member must volunteer for at least a shift during the National Cherry Festival.

Team members should continue to check Slack routinely for announcements regarding off-season activities.

Team Eligibility

NOTE: Deadlines for all requirements will be published and available on the team calendar and/or Slack and announced at meetings when possible. Please refer to these announcements frequently as late or incomplete forms and payments cannot be accepted and may result in ineligibility or dismissal from the team.

Team members who are removed from the team for any reason or who voluntarily withdraw will be removed from Slack and any other relevant online resources such as Google accounts, GitHub, GrabCAD, etc.

Team Membership Requirements

Team members must meet **all** these criteria to be “in good standing” on the membership roster, therefore, allowed to participate in any team meetings and/or events, including competitions.

Failure to meet these requirements may result in suspension or removal from the team at Mentors’ discretion.

To be considered in good standing a team member must have:

- o Signed and had a parent/guardian sign the 2023-2024 Team member Contract at the end of this Handbook and returned it to Mr. MacNeil by the posted deadline.
- o Met all requirements outlined in the Team member Contract
- o Met the attendance requirements
- o Provided proof of registration payment by October 15th
- o Registered with *FIRST* through STIMS online. *Paper forms cannot be provided.*
- o Parent/Guardian Completed *FIRST* parent/guardian Online Consent and Release Form through STIMS. *Paper forms cannot be provided.*
- o Adult family member attended (preferred) and/or have personally attended the team’s fall information night in September of each year.
- o Passed required team certifications--including, but not limited to, the machine shop, safety quiz and game rules test--by the posted deadline
- o Participated in the National Cherry Fest volunteer group IF part of team
- o Depending on the event, participation is defined as event promotion, volunteering, donating supplies or meeting a minimum sales requirement. Proof will be required.

- o Attended the FRC season kickoff event in January.

Team Roster & Event Eligibility

Team 9176 usually has more team members on the team than it can transport & chaperone to events. As a result, not all team members may be able to travel even if they could meet the below eligibility requirements.

Attendance at any Traverse City event is required so long as a team member is “in good standing.” Transport to any Traverse City event is expected to be provided by parents/guardians.

Prior to each event, Team 9176 Mentors will determine a list of team members who will form the travel roster to a given event.

Because FRC events are generally open to the public, unless an event host says otherwise, if a team member is not on the official travel roster but is otherwise “in good standing” they may join Team 9176 at the event, wear the team uniform and sit with the team in the stands. However, they must make their own travel arrangements and cover their own expenses. Additionally, a parent/guardian must chaperone them to and from the event.

Team members must meet all these criteria to attend any official season competition with team chaperones and arrangements. **Failure to meet these requirements will result in event ineligibility for one or more season competitions and possible removal from the team at Mentors’ discretion.**

To be considered eligible to attend competition events, a team member must have:

- **Met all of the “in good standing” requirements above**
- **Must be on the Travel Roster for the event unless event is in Traverse City**
- Had an adult family member attend (preferred) and/or personally attended any competition season information night meetings.
- Submitted complete field trip forms per instructions.
- Paid team dues.
- **Receiving a C- (70%) or higher grade in each class (not cumulative)—confirmed before every competition.**
 - o A coach will review grades before each event by the posted deadlines.
- Travel to the World Championships – We prioritize team members with an assigned competition role and then returning team members. Note that new team members are eligible to apply for competition roles (section 11). Team members in their first year on an FRC team will likely not be eligible to go to

the World Championship. In the event there is additional space available due to low attendance by experienced team members, new team members may be considered.

Rules and Expectations

Since our founding in 2022 and in the spirit of FIRST Robotics, Team 9176, has always strived to represent the very best of ourselves, our team, our school, our district, and our community. To that end, Team 9176 holds our team members to a higher academic, social, and personal standard than that outlined in the Greenspire High School Handbook. Our Team 9176 Code of Conduct provides some additional expectations of behavior for our team members, but is also a baseline requirement. Team members should strive to exceed these expectations in all situations. Failure to live up to Team 9176's expectations for conduct can have real consequences for individuals and the team.

At their discretion, Team 9176 Mentors reserve the right to take disciplinary action up to and including barring a team member from meetings, designating a team member ineligible for events, dismissing a team member from an event and/or removing a team member from the team for any behavior running contrary to GHS and/or Team 9176 expectations. If a team member is dismissed from an event in progress, **any resulting costs are solely the family's obligation.**

Team Members must have earned a C- (70%) or higher in each class (not cumulative)—confirmed a minimum of 2 full school days before every competition. For example, if a competition falls on a Friday at 10:00am, all team members must have a C- or higher in every class by Tuesday at 3:45pm of that week. If a C- is not earned and the team member is ineligible for travel, the team member is then on probation. While on probation, attendance is still expected at all team practices/meetings, but attention will solely be given to bringing their grade(s) up and prioritizing their learning. Team Members are expected to speak with their GHS teacher(s) for advice about how to get their grade(s) in order to regain robotics event eligibility.

If you are ever unsure about what to do, ASK a Team Mentor!

Team 9176 Code of Conduct

In addition to school and district expectations, FRC Team 9176 team members shall adhere to the following team code of conduct.

- Your primary focus at any event is to support our team. Be in the stands before our drive team queues to cheer for our team.
- Scouts must be in the stands two matches before your shift begins. Cheer for our team before you begin scouting.
- Be on time for everything, including bed check, morning wake-up calls, breakfast and transportation departures.
- While traveling or at events, clothing must follow the school dress code. Wear the designated team shirt/uniform at events. Your team shirt must be visible. Hoodies, sweaters, or jackets that cover the shirt/uniform are not allowed within the venue or in the stands.
- Represent the best of Team 9176, acting with courtesy and Gracious Professionalism everywhere: at the venue and hotel, on social media, in online communities such as Chief Delphi, Twitch, and Discord, and elsewhere. Behavior that Mentors feel reflects badly on our team, our Mentors, our school, or on *FIRST* will not be tolerated and may be subject to disciplinary action at the coaches' discretion.
- To maintain a professional atmosphere, no Public Displays of Affection.
- Outside of the hotel or event venue, move in groups of two or more team members. Inform a team adult of destination, return time, and cell number for at least one group member.
- Check in with a team adult as required.
- Respond to group and individual communication via Slack, text, phone call. No going rogue.
- Demonstrate Gracious Professionalism by responding helpfully to *FIRST* officials, coaches, etc. Contact Mr. MacNeil if you are unsure what to do.
- Have fun and show your team spirit by having a positive attitude; be in the stands, cheer, and dance! Go Sturgeons!

Overnight Trips

NOTE: Team 9176 endeavors to make all our team members feel reasonably safe and comfortable while traveling. If you have any concerns regarding travel, please contact Mr. MacNeil.

Traveling with the team is always a privilege, and that is even more true when we attend events that require an overnight stay.

- Team 9176 expects that team members will follow all GHS rules for overnight travel as pertains to hotel rooms, room arrangements, conduct in hotels and event spaces, and while traveling. We will update team members and families on the most current rules during the mandatory family meeting held prior to traveling.
- Team members must be in their assigned rooms by bed check and may not leave the room until wake-up call, except in case of emergency.
- Team members will likely share a room with another team member. **Please complete the Travel Preference form at the end of the handbook.**
- Team members must respect quiet times and lights out times designated by the hotel, by chaperones, and/or by hotel roommates.
- Team members who do not comply with GHS/Team 9176 rules for overnight travel may be asked to leave the event. If a team member is dismissed from an event, any resulting costs for the team member's supervised return home are solely the family's obligation. *This includes both in-state and out-of-state travel.*

General Safety Rules

The equipment and tools in our robotics room can pose a considerable safety risk if not used properly. Focused and professional behavior is always expected in the robotics room. These rules also apply to competition pits and game fields. As with all team expectations, failure to comply may lead to disciplinary action up to and including dismissal from the team at the lead mentor's discretion.

If you are ever unsure about what to do, ASK a team adult!

- Wear safety glasses and closed-toe shoes at all times.
- Tie back long hair and tuck in or fasten loose clothing, including hoodie drawstrings.
- Remove or zip your jacket to keep from getting caught. Push your sleeves up above your wrists.
- Remove dangling jewelry or accessories, including scarves, earrings, necklaces, bracelets, or similar items.
- Reusable water bottles may be allowed in the robotics room at Mentors' discretion.
- Remove your water bottle each day when you leave the robotics room.
- No running or horseplay.
- Only use tools which you have been specifically trained to use and with a Mentor's permission and supervision. Ask for training on unfamiliar tools or those which you have not used recently.

- Do not talk to or distract a team member while they are using tools or equipment. Wait until the team member is done with the task before talking to them.
- Be productive. Take the initiative to ask for more work or to learn a new skill.
- Clean up after you have completed a task or when you have nothing else to do.
- Before being dismissed from a meeting or after returning from a competition, team members will help to return meeting spaces to an orderly and organized state, ready to begin work again for the next session. We ask that families understand your team member may not be released to leave until this job is completed.
- Immediately report to a Mentor ANY injuries (bleeding, bruising, sprains, breaks, objects in an eye, electrical shock, etc.). If a Mentor is not present at that moment, notify them as soon as it is safe to do so.

Competition Team Roles

Representing Team 9176 at a competition is a privilege earned by our team members. General event eligibility requirements have been outlined in section 9.

There are a variety of competition team roles available to dedicated team members. To qualify for any of the following competition team roles, the team member may need to meet some additional requirements beyond general competition eligibility.

Team members that do not have an assigned competition team role will support the team as scouts, mascots, and other roles, and enthusiastically cheer in the stands.

IMPORTANT: We expect our drive team and competition leads to be at every competition. Members must inform team leadership of any conflicts as soon as they arise. Similarly, unless restricted by event rules, competition team members are expected to be present for the entire event. Serious emergencies will be considered if they arise.

Our Mentors aim to select team members who best qualify for each role. Competition team members must exhibit commitment, focus, solid communication, and good performance.

Drive Team: Driver

Drive Team: Operator, Human Player and Technician

Competition Leads: Pit Captain, Safety Captain, Co-Lead Scouts/Strategists,
Event Media Lead

Assigned competition roles: Competition Coordinator, Pit Crew, Scouting
Videographer, Assistant Lead Scout
General Calendar of Events

The team has carefully considered an optimum range of team members attending events to allow everyone to have a meaningful and fun experience. There is an expectation that team members will meet travel eligibility requirements and accompany the team to help us function at our best. However, unless a team member holds a competition team role, travel with the team (outside of Traverse City) is optional.

FRC-related events throughout the year

District Competition Events

Two or three weekends in March and early April; exact dates and locations to be announced in late fall.

Each year, the team competes at a minimum of **two district events and may compete at a third**. Some district events require overnight travel and team members may miss school depending on the itinerary.

District events are scheduled over three days; either Friday afternoon through Sunday evening or Thursday afternoon through Saturday evening. If an event is relatively local, we will travel to and from the venue each day.

FIM District Championship

Typically in early April, held at Saginaw Valley State University in Saginaw. FIM District Championship is the season playoff event where top teams face off for the District Champion's banner. The team earns points at district events to qualify for this competition. In past years, participation has been limited to the top 86 teams in the FIM District (Michigan). If we qualify, team members will miss 2-4 days of school, depending on travel.

FRC World Championship

April 17, 2024 through April 20, 2024, in Houston, TX

The team earns points throughout the season to qualify for this amazing event in mid-April. Team qualification is officially announced at the end of the FIM District Championship. Team 9176 has traveled to Houston one time in our history and it is an honor and privilege to join 400 of the world's best FRC teams to celebrate, play

for the title, and compete for other adjudicated awards. If we qualify, team members will miss 4-5 days of school, depending on travel.

Off-Season Competitions

September 9-10, 2023

The team will be competing with St. Francis 4398 in the All-Girls Goonettes Invitational at Woodhaven High School. Departure would be Saturday with arrival back Sunday night.

October 20-21, 2023

The team will be competing in the West Michigan Robotics Invitational at Zeeland East High. Departure would be Friday with arrival back Saturday evening.

Other Team Events

Team 9176 members are asked to participate in a variety of non-competitive events throughout the calendar year. These events offer additional opportunities to support Team 9176, our school, other FIRST teams and events, and community organizations.

As the situation allows, dates will be posted on the team calendar and announced via Slack.

Events may include:

- Team fundraisers
- School awareness or spirit activities
- Greenspire School STEM/Tech events
- Community outreach
- Robotics room clean up days

Media Policies

Proprietary Information

During the build season, team members and families may have the opportunity to view our robot

in various stages of planning, design, development, and production. Until our official robot is revealed at the end of build season, this information is considered proprietary to the team. No one involved with FRC Team 9176 shall post, share, or otherwise distribute drawings, renderings, plans, information, photographs, files, documents, videos, or other sensitive materials, whether physical or electronic, of a proprietary nature without express permission from the lead Mentor and/or media Mentor.

Consent

For our team to promote itself, whether it be to *FIRST*, the school, or the wider community, all team members and families, team members and adults alike, consent to the use of their interviews, quotes, and likenesses in photographs, audio, or video recordings by FRC Team 9176 and *FIRST*.

Team members and families also agree to grant FRC Team 9176 the right to edit, use, and reuse said products for non-profit purposes including in print, digitally, on the internet, in social media, and in other forms of media deemed necessary.

Additionally, team members and families agree to release FRC Team 9176 and *FIRST* and their agents and employees from all claims, demands, and liabilities whatsoever in connection with the above.

Mentoring with Team 9176

Mentors are the backbone of *FIRST*

Team 9176, like all *FIRST* teams, knows that the experience and knowledge of Mentors is foundational to our mission. We owe our continuing growth and success as a team to the immeasurable time and talent of our Mentors. We literally cannot do this without their invaluable contributions.

A Mentor can be anyone who wishes to teach others what you know in technical or nontechnical fields. Mentors help our team members learn directly by experience. You can learn more generally about the Mentor experience at <https://www.firstinspires.org/ways-tohelp/volunteer/Mentors-and-coaches>.

To Mentor with Team 9176

- Begin by contacting Mr. MacNeil regarding your interest and what you can help the team with.
- Register as a volunteer on the *FIRST* website at <https://www.firstinspires.org/ways-tohelp/volunteer/how-to-register>. This registration must be renewed annually.
- Request the Greenspire Volunteer Form. Volunteer applications must be renewed periodically per district policy.

Team Family Members as Mentors and Conflicts of Interest

Team 9176 enthusiastically welcomes family members as Mentors to our team members. In the interest of fairness and equity, it is team policy that Mentors who are family members of current team members recuse themselves from decisions that present the potential for a conflict of interest. These may include decisions

about team member applications, team member leadership and competition positions, disciplinary actions, and other similar situations..

Alumni Mentors

NOTE: To be considered a Team 9176 alumnus, a team member must have been in good standing with the team at the time of graduation from Greenspire High School, except in certain extenuating circumstances to be reviewed by Mentors on a case-by-case basis. Alumni retain access to certain Slack workspace channels, such as announcements, general, and chat, and are welcome at various team events, such as the season kickoff and the annual year-end celebration.

FIRST team alumni offer valuable perspective and experience as Mentors. For recent high school graduates, Team 9176 strongly encourages a minimum of one year between graduation and returning to Mentor. This gap year policy allows alumni to focus on their studies or work, and can be helpful in setting appropriate boundaries with former teammates. Under special circumstances, team leadership may make an exception to the gap year policy. In this case, we will continue to emphasize that the new Mentor's primary obligation is to their studies and/or work and will encourage them to manage participation accordingly.

Required Age to Mentor

Per Greenspire School District, no one under the age of 21 may chaperone team members. Another approved adult must be present as chaperone.

Sponsoring Team 9176

Fielding an FRC team takes a variety of resources. We depend on and are grateful for sponsors large and small to help us reach our goals each year. Please see our website sponsor page at <http://steelsturgeons9176.com/sponsors/> for a list of participating organizations.

Sponsors support the team in a variety of ways, including, but not limited to, monetary gifts, equipment and material donation, manufacturing support, Mentorship, and team member internships. Sponsors will be recognized on the season's competition robot, on our official team shirts, and on our website.

If you are interested in sponsoring Team 9176, we would be happy to send a group of team members to your location to introduce ourselves, answer your questions, and give a robot demonstration. Please contact our coach, Mr. MacNeil to arrange a sponsorship presentation.

We look forward to meeting you and showing you the positive effects of participation on Team 9176!

Team 9176 Member Agreement

To accept your position offer on Team 9176, you and a parent/guardian must sign this contract and return it to Mr. MacNeil by the posted date. Incomplete or unsigned contracts will not be accepted. Team 9176 reserves the right to contact parent/guardian.

By signing below, I, **the team member**, agree with the following:

- I have read and understood the Team Handbook, especially Team member Attendance, Team Eligibility and Rules & Expectations sections.
- I understand that team Mentors reserve the right to remove me from the team at their discretion for any behavior running contrary to *FIRST*, district, school, and/or team requirements and expectations. I/my family may forfeit dues or fees paid to that point.
- I commit to attending a high percentage of meetings per the attendance policy. I understand the consequences for not meeting this requirement.
- I understand it is my responsibility to check Slack daily and year-round for team communication.
- I have read and understand the Media Policies.
- I will behave in a responsible, mature and graciously professional manner while on or representing the team, whether in person or online.
- I understand that I can bring problems to the attention of team leadership to help work it out.

Team member Name (print legibly)

Signature

Date

Team 9176 Parent/Guardian Agreement

By signing below, I, a **parent/guardian**, agree with the following:

- I have read and understood Team Handbook, especially Team member attendance, Team Eligibility and Rules & Expectations sections.
- I understand that team Mentors reserve the right to remove my team member from the team at their discretion for any behavior running contrary to *FIRST*, district, school, and/or team requirements and expectations, and that I may forfeit any dues or fees paid to that point.
- I understand what is expected of me as a parent/guardian of a team member, as regards financial and family obligations.
- I understand my team member has committed to attending a high percentage of meetings per the attendance policy. I understand the consequences for not meeting this requirement.
- I understand it is my team member's responsibility to check Slack daily and year-round for team communication.
- I understand it is my responsibility to keep my current email address and phone number on file with the team and to check regularly for family-related communication.
- I understand that my family will be asked to support the team through event donations or volunteering (section 5).
- I have read and understood the Media Policies.
- I understand that my team member is expected to be respectful, mature, and responsible for themselves, both in person and online.

Parent/Guardian Name (print legibly) Signature Date

Parent/Guardian Email address: -----

Second Parent/Guardian Email address: -----

Parent/Guardian Phone Number: -----

Second Parent/Guardian Phone Number: -----

Medical Treatment Authorization for a Minor

I, _____, hereby grant
_____, of The Greenspire Robotics Team,
OR

_____ of the Greenspire Robotics Team.

the authority to obtain medical treatment for the following child(ren):

Name of Child: _____ Birthdate: _____

Name of Child: _____ Birthdate: _____

Name of Child: _____ Birthdate: _____

The above care provider(s) are authorized to:

- Obtain medical treatment and procedures for the child(ren) as may be appropriate in emergency circumstances including treatment by physicians, hospital and clinic personnel and other appropriate health care providers.
- Obtain routine medical treatment from appropriate health care providers if symptoms of illness occur (e.g. fever, coughing, irregular breathing, unusual rashes, swallowing problems, etc.).

This grant of temporary authority shall begin on _____, and shall remain in effect through _____.

In case of an emergency, the care provider(s) should first try to contact the parent(s) or legal guardian(s). If parent(s) or legal guardian(s) cannot be reached, the provider should then contact the following person(s) in the order listed below:

Name: _____

Relationship to child: _____

Address: _____

Phone Number: _____

Name: _____

Relationship to child: _____

Address _____

Phone Number: _____

Child(ren) Physician information:

Name of Physician: _____

Address: _____

Phone Number: _____

Health insurance information:

Insurance Company: _____

Policy Number: _____

Policy Holder Name: _____

Understand that while on this trip, if your child takes a daily medication, they are responsible for administering it themselves. _____ Parent/Guardian Initial

Dated: _____

Parent/Guardian Signature

Parent/Guardian Address:

Primary Number: _____

Alternate Number: _____

Food Allergy List:

Medication Allergy List:

Does your child carry an epi-pen? Yes No (Circle One)

Last Tetanus shot: -----

Up to date on Vaccinations Yes No (Circle One)

Current Medications, dosages and frequency

Other Pertinent Medical information (IE medical implants, prior surgeries or diagnosis)

Ride With Mentor Permission Form

My child has permission to ride with Team Mentor(s) (Driving adult) listed at the bottom of this page for the following events:

Child name: -----

Child name: -----

Parent/Guardian Name:

Parent/Guardian Phone number:

Parent/Guardian Address:

**Team members must be transported by a Mentor who is at least 21 years of age and possess a valid Michigan Driver License and Liability Insurance.*

The above named parents/guardians for themselves and their personal representative, heirs and assigns, hereby release and forever discharge Greenspire School and its employees, agents, directors and officers of and from any and every claim, demand, action or right of action of whatever kind or nature, including any claim arising from or by reason of any damage or loss in the event of illness, accident or other emergency that may occur as an outcome of this transportation agreement.

Parent/Guardian Signature

Date

Non-Greenspire Staff Mentors: -----

Travel Preferences Form

Team Member Name: _____

1. Do you have a roommate preference? Yes No
If Yes, answer question 2

2. List your top 3 potential roommates:

3. Do you have any other preferences when it comes to staying somewhere?
(Housing preferences/Rooming Requests)

4. Anything else that should be considered to ensure your comfort?:

We cannot guarantee an individual room, unless you/your parents/guardians can cover the cost of an individual room, you will be rooming with at least one team member. **If you are requiring an individual room, pre-payment of \$200 per night per room, up to 5 nights** (one district event and one state event) is expected at the beginning of the season so that the additional cost is covered in advance so that we are able to book rooms early in the season. If payment is not received by mid-October, the ability to have an individual room will be forfeited and team member will be rooming with at least one other team member.

Form must be signed by both Team Member and Parent/Guardian

Team Member Signature

Date

Parent/Guardian Signature

Date

Team Shirt Order Form

Team Member Name: _____

Do you need a new T-Shirt? Yes No

If Yes, T-Shirt Size? S M L XL XXL

The cost of two T-shirts & Polo is included in your fee to participate.