



Team Handbook
For *FIRST*[®] Robotics
Competition Team Members



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1. Welcome to the *FIRST*[®] Robotics Competition Team 386 Voltage

On Team 386 Voltage, we are proud to be a part of the *FIRST*[®] Robotics Competition (FRC) community. Our goal is to inspire young minds to become passionate about science, technology, engineering, and mathematics (STEM) fields through teamwork, innovation, and problem-solving. We strive to uphold the core values of *FIRST*[®]: Discovery, Innovation, Impact, Inclusion, Teamwork, and Fun.

Mission Statement

To provide students with an environment to discover the exciting world of Science, Technology, Engineering, and Math (STEM) along with a life-long path of self-discovery through the instillation of Gracious Professionalism™ and other core values; Guided by our principles, we seek to provide the world with the next generation of enlightened, ethical Leaders.

Team Overview

Our FRC team is dedicated to fostering a welcoming and inclusive environment where students can learn, grow, and contribute to a common goal - building a robot to compete in the annual FRC competitions. We encourage students to embrace the values of *FIRST*[®] and develop their skills, leadership, and a strong sense of community.

Contact Information

Team Advisor

Tom Gabeler – Gabeler.Tom@Brevardschools.org – (321) 427-2679

Mentor Contacts

Debbie Bernier – debbiernier@gmail.com – (321) 961-2949

Daniel Kemp – kempd@live.com – (321) 543-6510

Janielle Ziegler – Janielle.ziegler@gmail.com – (321) 795-0266

Team Email: TeamVoltage386@gmail.com

Team Website: <http://www.teamvoltage.org/>

2. Code of Conduct

Team Voltage expects all team members, alumni, parents, and mentors to follow the Code of Conduct listed below. This Code of Conduct applies, but is not limited to, when students, alumni, parents, mentors are in the room, traveling with the team, at robotic events, working outside of the room or waiting for the room to open, or otherwise representing Team Voltage. This list is not comprehensive but is representative of the conduct we expect participants to follow.

General Behavior Guidelines

Treat all team members, mentors, and volunteers with respect and kindness, and behave in a way that protects the health and safety of you and others.

Be responsible and accountable for your actions and decisions.

Follow all Team Voltage, *FIRST*[®], and Brevard County School Code of Student Conduct, rules and policies while representing our team.

Participation in theft, intentional damage of property, or malicious use of technology including but not limited to computer hacking or unauthorized modification, alteration or change of information in any team documents or software. **These violations are subject to disciplinary action.**

Respect and Sportsmanship

Embrace diversity and inclusion, treating everyone with dignity and respect.

Practice good sportsmanship on and off the competition field.

Resolve conflicts through peaceful and constructive means.

Do not engage in any form of bullying, harassment, use of profane or insulting language in written, gestured or verbal form, or any actual or perceived violence. Recognize that different people have different boundaries regarding offensive language.

Safety Regulations

Follow all safety guidelines and procedures outlined in the *FIRST*[®] Safety Manual.

Be respectful of the facilities, tools and equipment being used by the team.

Use all tools and equipment safely and responsibly. Students are not authorized to use any machinery, power or hand tools until they have taken and successfully completed the Team Voltage Safety course.

Report **ANY** safety concerns immediately to a mentor.

Gracious Professionalism[®]

Gracious Professionalism is a term coined by *FIRST*[®] (For Inspiration and Recognition of Science and Technology), a robotics community that prepares young people for the future through a suite of

inclusive, team-based robotics programs for ages 4-18 (PreK-12) that can be facilitated in school or in structured afterschool programs.

It is part of the ethos of *FIRST*® and is 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 Professionalism is not clearly defined for a reason. It can and should mean different things to everyone. It is a way of competing while still being respectful. This means that even though you may be against someone in a challenge, it does not mean you should talk down to them, make them feel like losers, or consider their ideas less than yours.

In summary, Gracious Professionalism is an important concept that emphasizes respect for others and the community while competing. It is an integral part of *FIRST*®'s mission to inspire young people to be science and technology leaders and innovators.

3. Team Behavior Guidelines

Attendance and Punctuality

Attend all **mandatory** team meetings, events, and competitions as scheduled.

Arrive on time and notify a mentor if you cannot attend due to unforeseen circumstances.

Students are not allowed in the classroom or cafeteria unless a mentor is present (at least one per room).

Prior to leaving the classroom or cafeteria, team members must leave workspaces cleaner/better than how they found it.

Communication

Team Voltage 386 utilizes the Slack app to facilitate communication between the team and sub-teams. It is encouraged that all team members use the app for team communications, please notify the Team Advisor if you are not able to use the Slack app.

Maintain open and respectful communication with team members and mentors.

Respond promptly to team messages in Slack.

Students should follow all mentor/staff directions.

Team Meetings and Events

Participate actively and contribute to team discussions.

Show enthusiasm and dedication during team activities.

Be respectful during all team and sub-team meetings. Respectful behavior means students are not talking, working on projects, or using their phones or other electronic devices unless the activities of the meeting require device use.

Students are expected to ask for help. If you don't know what's going on, or are unsure how to accomplish a task assigned to you, ask an adult, or experienced team member to help.

Academic Integrity

Prioritize your education and complete all assignments on time.

Do not engage in plagiarism or cheating.

Inform your mentors if robotics commitments interfere with your academic responsibilities.

Teamwork and Collaboration

Collaborate effectively with teammates, recognizing the value of each member's contributions.

Embrace a "we before me" mentality.

4. Student Expectations

Academic Priorities

Prioritize your academic responsibilities and communicate with mentors if robotics commitments interfere with your schoolwork.

Seek assistance from mentors or team members if you are struggling academically.

Team members are responsible for all schoolwork associated with their curriculum. If any grades are below a "C", or if their GPA is below 2.0, team members will not be allowed to participate with the team until their grades meet the team requirements. **Grades and GPA's will be checked by the MHS employed mentor regularly.** If they do not meet these grade requirements, then they will be suspended from Team Voltage. AP, dual-enrollment, and similar course grades are not an exception.

Team Voltage encourages all students to work on their homework at meetings if needed. Team alumni, mentors and students will make a concerted effort to support this.

Time Management

Balance your time between academics, robotics, and personal life.

Create a schedule to manage your commitments effectively.

Role-Specific Responsibilities

Fulfill the responsibilities associated with your specific role on the team.

Seek guidance and support from mentors when needed.

5. Parent/Guardian Expectations

Support and Involvement

Support your child's involvement in the *FIRST*® Robotics Competition team and encourage their commitment to *FIRST*® values.

Attend parent meetings and team events when possible.

Communication with Mentors

Maintain open communication with team mentors regarding your child's involvement and any concerns or questions you may have.

Transportation and Logistics

Assist with transportation arrangements for team events and competitions as needed.

While the team will provide weekend meals during build season, and meals during competition events. Please ensure your child is well-prepared for team activities.

Assist with transportation arrangements for team events and competitions as needed.

Drop off and pick up for meetings will be in the band parking lot on the back side of the school unless stated otherwise. Meet times are posted on the Team Calendar on our website. Please be sure to pick up your student no later than the scheduled meeting end time.

While the team will provide all meals to the students during competition events, we ask that parents sign up to volunteer to bring in food items on the weekends during build season to help feed the team.

6. Safety Guidelines

Safety Precautions

Adhere to all safety guidelines and procedures outlined in the *FIRST*® Safety Manual.

Use appropriate personal protective equipment (PPE) when required.

Use all tools and equipment safely and responsibly.

Students are not authorized to use any machinery, power or hand tools until they have taken and successfully completed the Team Voltage Safety course.

Report **ANY** safety concerns immediately to a mentor

Emergency Procedures

Familiarize yourself with emergency procedures and exits at team meeting locations.

In case of an emergency, follow the instructions of mentors and event organizers.

FIRST® Safety Resources

For additional safety information, consult the *FIRST*® Safety Manual and resources available on the *FIRST*® website.

7. Harassment/ Escalation Process

Harassment Definition

Harassment is defined as any unwanted, aggressive behavior that involves a real or perceived power imbalance. This includes but is not limited to verbal, physical, or cyberbullying. We have a zero-tolerance policy for bullying within our team.

Student/Mentor Escalation Process

The below escalation process is to be followed to alert the mentor council of problems or potential violations of this Code of Conduct:

If a student or adult notices a potential violation of this Code of Conduct, they are expected to bring their concerns to the mentor in the room. If not comfortable telling the mentor in the room another mentor or parent should be notified.

The mentor receiving the report **MUST** bring that report to the full mentor council in a timely manner. If a parent has been notified, the parent is encouraged to notify a team advisor or mentor in a timely manner. See Contact Information section.

The mentor council will be responsible for notifying the appropriate Melbourne High School staff (Activities Office, Dean of Students, etc.)

If there is a conflict or dispute between two or more students and there can be no clear determination of fault, the mentor will ask all parties to leave the room and report the incident as described above.

8. Guidelines for Disciplinary Action

Violation of the Code of Conduct or Team Behavior Guidelines and the first step in any disciplinary actions will be determined by the Mentor Council and the appropriate MHS staff. Based on the severity of the offense (first or otherwise) and the fact and circumstances of the events, the Mentor Council reserves the right to implement a course of action that differs from the one listed below including different consequences up to and including removal from the team. The student will be informed of the details of their violation and will be kept informed of the status of the subsequent review throughout the process.

First violation: A mentor will ask the student to leave the classroom for the day (including the cafeteria when the team is working there). If at an event, the student may be restricted to a specified area, where a chaperone is present, for the day. The Mentor Council and the appropriate **MHS staff member** will be notified of the violation. The Team Advisor is expected to notify the student's parent/guardian of the first violation. A person violating the Code of Conduct may be asked to leave the pit area during events.

Second violation: A mentor will ask the student to leave the classroom/event for the day. The mentor council will be notified of the violation. The student will not be allowed to participate in Team Voltage activities for one week. The student's parent/guardian will be notified of the second violation and of the suspension from Team Voltage activities. The student's parent/guardian will also be asked to attend a meeting with the student, Team Advisor, and at least one additional member from the Mentor Council, to discuss any changes the student would be asked to make. A person violating the Code of Conduct will be asked to meet with the Team Advisor and at least one additional member from the Mentor Council and/or possibly school personnel.

Third Violation: A mentor will ask the student to leave the classroom/event for the day. The Mentor Council will be notified of the violation. The student will not be allowed to participate in Team Voltage activities for one week and may be removed from the team after a review by the Mentor Council. If the student holds a position on the team, the student may be removed from that position. The student's parent/guardian will be notified of the third violation and of the suspension from Team Voltage activities, loss of position, or removal from the team.

Enforcement

The full team, mentors, and students are expected to enforce this Code of Conduct.

Any discipline that involves a conflict of interest, for example a relative, for a member of the Mentor Council, the council member must recuse themselves from any disciplinary decisions. The full Mentor Council should discuss any other potential conflicts of interest and further recusal of Mentor Council members from the discipline.

Should it be necessary to avoid a conflict of interest, a Disciplinary Committee will be formed in a timely manner to replace the recused member(s) of the Mentor Council to maintain a minimum of three members. This committee is expected to be made up of mentors and potentially district employees.

No prior Code of Conduct or prior team precedence will supersede the current Code of Conduct.

Any disputes of the violations or discipline must be conveyed to the appropriate MHS staff.

9. Resources

FIRST® Core Values

www.firstinspires.org/about/vision-and-mission/core-values

FIRST® Code of Conduct

www.firstinspires.org/resource-library/frc/code-of-conduct

FIRST® Safety Manual

www.firstinspires.org/resource-library/frc/safety-manual

Brevard County Public Schools Code of Student Conduct

https://www.brevardschools.org/site/handlers/filedownload.ashx?moduleinstanceid=6196&dataid=21332&FileName=2023_24%20Student%20Code%20of%20Conduct%20approved%208.8.23.pdf

By becoming a member of the *FIRST*[®] Robotics Competition Team at [High School Name], you are joining a community dedicated to learning, collaboration, and innovation. Together, we will uphold the values of *FIRST*[®] and work towards a future where STEM is accessible to all. Welcome to the team, and let's build a better future together!

Effective Date: [Date]

This Student Handbook is subject to updates and revisions as needed.

Please sign below to acknowledge that you have read and understood the contents of this handbook.

Student's Name: _____ Parent/Guardian's Name: _____

Student's Signature: _____ Parent/Guardian's Signature:

Date: _____ Date: _____