


Team 3102

# Tech-No-Tigers

REEFSCAPE

2024-2025 Team Handbook



PRESENTED BY  HNAS  
Gene Haas Foundation

## **Introduction:**

About this Handbook

About Team 3102/ Tech-No-Tigers

What Is Team 3102/ Tech-No-Tigers?

Mission /Goals

## **Team Structure:**

Mentors

Directors

Managers

Project Leads

Sponsors

## **Students:**

Student Requirements

Rules & Expectations

Behavior

Communication

Safety

The Robotics Room (Nevis Robotics Building)

Travel / Competitions

Guidelines

## **Meetings:**

Fall Meetings

Build Season Meetings

Competition Season Meetings (Practices)

## **Competition Jobs:**

Scouts / Strategists (6-10 Students)

Pit Crew / Pit Speakers (4 Students)

Drive team (3-5 Students)

Misc.

Selection Process

## **Student Leaders:**

- Requirements
- Selection Process
  - Director
  - Managers
  - Picking Leaders

## **Team Apparel:**

- Competition Dress Code

## **Parents:**

- Expectations
- Parent Support Team
- Parents At Competitions
- Supporting Your Child
- When Parents Get Notified

## **Slack:**

- What Is Slack?
- Personal Information
- Notifications For Events
- Event Attendance

## **Mentors:**

- Types of Mentors
- Requirements
- Expectations

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## **Introduction:**

### **About This Handbook-**

The purpose of this handbook is to detail the rules, expectations and policies for Team 3102/ Tech-No-Tigers. These have been developed and refined over the team's history. If you have questions or concerns please ask a team mentor.

### **About Team 3102/ Tech-No-Tigers:**

Team 3102 is the robotics team from Nevis High School in Nevis, Minnesota. The team started with 13 members in 2009, and has grown to 24 members in 2025, with half the team being young women. In 2019, Team 3102 combined with a robotics team from Walker, MN. Team 3102 participates in FIRST, (For Inspiration and Recognition of Science and Technology), a worldwide organization that provides a competition based model that uses robotics as the platform to encourage students to design, build, and compete with other students from throughout not only the United States but also multiple other countries.

Now beginning our 17th season, our team has grown from a few members to many more. It opens up many more opportunities. Our team believes that there is a job for everyone on team 3102.

No prior experience is necessary to become a member of the Tech-No-Tigers. However, all members are expected to be respectful and hard-working. This is a challenging program but it is one of the most rewarding events a student can participate in during their high school careers.

### **Mission/goals:**

#### **Mission Statement**

- To provide an educational environment which emphasizes independent learning as a lifelong process of challenges. Learners will impact their future by pursuing unlimited visions, becoming innovative thinkers, and using lifelong confidence to create dynamic solutions.

The core values of Team 3102 / Tech-No-Tigers are to be a crew.

**Teamwork**

**Creativity**

**Communication**

## **Team Structure:**

Mentors  
Directors  
Managers  
Students

## **Mentors:**

**Olaf Netteberg:** Olaf has been a mentor for 16 years, his duties include robot design and construction, pit crew, community outreach, and purchasing.

**Kay Netteberg:** It is Kay's 8th year being a mentor. She is in charge of awards, marketing , community outreach, and team logistics.

**Dustin Wroolie:** This is Dustin's 8th year as a mentor. He focuses on the build aspect of robotics, but is open to any and all jobs.

**Hannah DeLaHunt:** This is Hannah's 2nd year as a mentor. Hannah is the drive coach, works on our media, and is learning programming.

**Jesse Forbes:** This is Jesse's 1st year as a mentor for 3102. He is willing to help in any department.

## **Managers:**

**Outreach:** Kael

**Impact:** Kara, Kael & Cali

**FIRST Ladies:** Aliya

**Webpage:** Aliya & Kara

**Photography:** Aliya & Alivia

**Spirit:** Brennan & Cali

**Handbook:** Dacia

**Social Media:** Kara & Hannah

**Video:** Hannah

**Lead Scout:** Kara & Kael

**Programming:** Alex

**CNC:** Brennan

**Drive:** Alex & Alivia

**Build:** Kat

**Human player:** Brennan

**Electrical/Pneumatics:** Simon

**Pit:** Kat

**Safety Caption:** Kat

## **Sponsors:**

**Darchuk Fabrication:** Aluminum, steel, and stainless steel fabrication

**Linda Daugherty:** Local philanthropists and engaged community members

**District 308:** Nevis Public School

**Other:** We also have various other community sponsors

## **Partnership with sponsors:**

3M provides funds, and we communicate annually via newsletter and progress videos during the build season. We participate in “Invade the Plaza” to demo our robot at their headquarters. Darchuk fabrication provides their time and facilities to manufacture robotic parts. Linda Daugherty is passionate about supporting our team. She provides funds and follows the team’s progress throughout the season. Our community sponsors make it possible for us to attend 2 regionals a season.

## **Students:**

While the team has its own requirements, rules and expectations for students, all Nevis High school policies still apply . For example, if something is not covered in this handbook, but there is a school rule or policy - the school rule or policy still applies.

### **Student Requirements:**

Students must meet all the following criteria to be on Team 3102.

Must be in grades 8-12, and enrolled at Nevis High School, Walker-Hackensack-Akeley School Area High Schools.

Note: Any student who has been expelled or suspended from school will be suspended from all team activities. Once the expulsion or suspension has been lifted, the student can resume team activities, with the permission of the team’s mentors.

### **\*Must be passing all classes:**

Any student with a failing grade or lower than 60% will be suspended from team activities until the grade is raised. Every four weeks grades will be handed in to mentors. It is the student’s responsibility to hand in their grades and keep us informed.

### **\* Complete a minimum of 5 hours of community service through team events:**

Each year, there are enough events planned that students can easily complete over 10 hours of community service. These events not only build team unity, but also help the team accomplish some of its 'big picture' goals of inspiring culture change, supporting STEM programs and growing awareness and appreciation of STEM. Any student who does not meet this requirement will not be allowed to compete with or travel with the team to competitions.

**\*Attend 80% of team meetings during the Fall:**

These meetings are critical to students being engaged and active participants on the team. Over the team's history, students who have failed to show up to at least 80% of team meetings during the Fall have a hard time keeping up with team events and activities.

**\*Complete 30 hours during build season:**

All together students on team 3102 spend about 3,000 hours building the robot, working on impact, and preparing for our next competition. It is important that students take part in this process.

**\*Have an active Slack account:**

Slack is the online system Team 3102 uses to track and manage students and projects. Students who do not have an active Slack account will not receive any notifications of when events are and when we are working. This includes community service events, build season events, and team meetings.

**Rules and Expectations:**

The following are rules and expectations each student must follow in order to be a member of the team.

**Behavior:**

Students are to respect each other as well as the team's mentors, parents and sponsors at all times. Students who routinely disrespect one of the aforementioned will be asked to leave the team.

Students should conduct themselves in a professional manner at all times. This means dressing appropriately for an event or meeting, using appropriate language, etc.

School should be the first priority for all students on Team 3102. On days when the team meets, there will be an opportunity for a quiet study hall from 3:40p - 4:30p. Students

are encouraged to take advantage of this time to do their homework or seek help from other students and mentors.

Do not use robotics as an excuse for not turning in an assignment or turning in an assignment late. If you need to miss a meeting or event to do school work, please let a student leader or mentor know as early as possible.

Students who are traveling or competing with the team should notify their teachers early in the semester so that teachers can try to avoid scheduling important dates (exhibitions, field trips, project due dates, etc) at the same time as a competition.

If a student is absent from school (not for competition or team events) they should not come to an after school robotics meeting.

It is highly recommended that students on the team do not date. The team has found that over the years the students who are dating become a distraction not only for themselves, but other students on the team. In addition, dating within the team creates many awkward situations both during the relationship and when it ends.

**Students are expected to have integrity:**

This means being honest to each other as well as the team's mentors and not trying to cover up mistakes or errors in judgment. Team 3102 understands that students, like all people, make mistakes and that's okay. However, students should own up to those mistakes. Being forthcoming and honest is always best.

Stealing from each other or the team is not tolerated and will result in immediate expulsion from the team. Lying on a grade check (leaving a class off, changing a grade, etc) will result in an immediate one week suspension from team activities. In addition, the student will have to write a letter of apology to the teacher(s), their school administration (Director and Dean of Students) and their parents. Students with multiple offenses will receive additional consequences, possibly resulting in their expulsion from the team. If you lose a signature or forget to get a parent or teacher signature, please contact a team mentor. Depending on the form, the mentors and students may be able to work out an alternative (email, phone call, etc). However, students should never forge teacher or parent signatures. Students who forge signatures will receive an immediate one week suspension from team activities. In addition the student will have to write a letter of apology to the teacher(s) (if applicable), their school administration (Director and Dean of Students) and their parents. Students with multiple offenses will receive additional consequences, possibly resulting in their expulsion from the team.



**Students are expected to maintain a team-first attitude:**

First and foremost, 3102 is a team, and any successes or failures are a result of a team effort. Students are expected to put what's best for the team ahead of their own team-related ambitions. Students should always be asking themselves "What Can I Do To Help The Team Succeed?". In the end, people rarely remember individual performances. What people always remember is what the team accomplishes. Ultimately what the team accomplishes together will look far better on a college application or resume than what you personally accomplished on the team.

**Drug / Alcohol / Tobacco use is not allowed:**

It is important that Team 3102 maintains a safe environment for everyone on the team. Using or being under the influence at robotics puts not only yourself, but other people in danger. Any student who is caught using or being under the influence at a team event will be expelled from the team immediately. If the incident happens while traveling, the student will be sent home at the parent's expense.

**MSHSL Violations:**

If a team member on Team 3102 gets a MSHSL violation or minor, they are not allowed to attend one robotics events, following the guidelines of all sports and activities in the High School Handbook.

**Information about the current year's robot is confidential:**

Students should not release details (design, strategy, pictures, video, etc) about the current season's robot without the consent of the team's mentors. This is to help build anticipation for the robot's release and maintain a competitive advantage by preventing copying before the end of build season. Releasing information can include posting to social media (Facebook, Instagram, Twitter, SnapChat, etc), emails or texts to friends or connected with other teams, etc. Once the robot has been released publicly, feel free to post all the pictures and videos you'd like.

**Communication:**

Slack is the main communication for the team:

When the team is really busy, Slack is often updated at least once or twice a day with new events, changes to events, new information about events, etc. Students should get in the habit of logging in and checking Slack once a day and keeping notifications on during the season.

**Safety:**

## **In robotics, your safety and the safety of those around you is a top priority:**

Most injuries at robotics come from not knowing how to use or misusing a tool. Anytime you are not sure how to do something, you should ask someone who does (veteran student, mentors, etc). In regards to any heavy machinery or power tools, students who have never used a specific machine should ask about how to use a tool, even if they've used similar equipment outside of the team.

### **Students must wear safety glasses at all times when working on or near a FRC Robot or using machine tools:**

You always need to be wearing safety glasses while building, or working on/ near a robot. The only exception is if you have glasses, in which case you need side shields. Students in Robotics must carry safety glasses with them at all times.

### **Students should report injuries to mentors ASAP.**

Depending on the severity of the injury, it may need to be reported to the school for insurance purposes. Please do not try to hide or cover up an injury that happened at robotics. Injuries must also be reported to the safety captain to log and file in the safety manual.

### **Power tools should not be used without the permission of a team mentor.**

The team's mentors are the ones responsible for your safety while at robotics. They may not be comfortable with you using a specific tool, or with how you wish to use the tool. As always - "No means no". In addition, no student should use a power tool without first being trained on how to safely use it. This includes any power tools you may have used outside of robotics.

### **If a student is sick, they should stay home from robotics.**

This is especially true during build season when the team works in close quarters. Students who come to robotics sick can easily get other students and mentors sick. Please be respectful of others and stay home. Any student who comes to robotics and is sick will be signed out and sent home.

### **School comes first, then Robotics.**

The build season is very stressful, and doing homework after spending hours after school at robotics isn't fun. If you need to take a day off for school, it is acceptable, just make sure to tell a mentor, so we know you are not skipping. Mental health is important, and we want this to be as stress-free as possible.

### **Travel / Competitions**

Traveling and competing with the team is the apex of the season and is the culmination of everyone's hard work and dedication. In order to get the most out of the team, each student should make it a point to attend one or more competitions each season.

Students who have met all of the participation requirements and completed a 'travel ticket', will be given the option of traveling with the team to competition. Traveling with the team is not a requirement to be a student on the team and is a privilege. The team's mentors reserve the right to refuse any student from traveling if they regularly violate team or school rules and expectations.

While at competition students are expected to be professional, work hard to be the best and exhibit good sportsmanship. Students who are competing with the team are representing Nevis High School, the team's sponsors and themselves.

The team prides ourselves on its professional appearance and demeanor during competition. In addition, the team also wants to compete in a way that inspires others. This means working hard to rise above the competition, instead of trying to bring down our competition.

### **While traveling there will be additional rules for students to follow.**

Students who do not follow these rules may be sent home at the discretion of team mentors and/or not be allowed to travel in the future.

Students travel as a group with the team. The team takes care of all airline tickets, hotel reservations, transportation, etc. Students who are traveling with the team cannot make arrangements on their own, outside of the team.

Rooms and room assignments will be announced prior to the team leaving for competition. Rooms will consist of 3-6 students per room (depending on the number of students, size of the hotel rooms, etc). Under no circumstances will any male or female students share a room. Students who have concerns about sharing a room with a specific person should come to a mentor early.

Student directors will keep a headcount to make sure that no one was left behind while we are in transit. If someone is missing, the director(s) should report it to a mentor right away.

Students should never be alone in any part of the hotel with someone of the opposite gender. This is not only to prevent inappropriate behavior, but protect the students from possible accusations of inappropriate behavior.

No one from outside of the team can be in a student's room at any time unless it's hotel staff or with a team mentor.

Students are not allowed to leave the hotel without mentor permission. Students who are allowed to leave the hotel must be in a group of 3+ or with mentor supervision.

Students who are taking medication must tell a team mentor. In accordance with school rules, some types of medication may be collected by a team mentor. This is to prevent students from abusing medication as well as make sure people in their rooms aren't allergic to the medication.

Students who have food/medication allergies must tell a mentor prior to traveling. The team mentors will have access to spare room keys and reserve the right to enter a student's room at any time (female mentors in female rooms, male mentors in male rooms). Students are not allowed to deadbolt doors unless it is after bed check.

### **The Robotics Room**

Team 3102 is fortunate enough to be allowed to use space at Nevis High School to practice and prepare for competition. The Robotics Room has a work area for building, an area for programming, and a display of our previous robots.

Every night when we leave, the Robotics Room must be clean. We want to show the NHS that we appreciate the space they're letting us use and in a show of gratitude we never want to leave the Robotics Room messy.

Food & Drink are allowed, as long as students pick up after themselves. Each year students start the year being able to have food and drink inside the robotics room (never on the practice field, in the pit or near a robot). Students will lose this privilege if they do not clean up after themselves.

Cleaning up after themselves includes picking up after themselves at team meetings, build season meetings and team events. If the mentors feel that students have not been doing a good job picking up after themselves, all students will lose the privilege of eating and drinking inside the Robotics Room.

Students are not allowed to be inside the Robotics Room without a mentor, unless it is approved of by a mentor.

### **The Impact Team**

Team 3102 works on chrome books or personal laptops, in a variety of classrooms. We practice 'leave no trace' and have respect for the teachers' work space when using these rooms.

### **Guidelines**

#### **Attitude Is Everything**

Like with most things in life, your attitude often makes the situation. If you go into a situation with a bad attitude, you're probably not going to have a good experience. Go into an important match thinking you're going to lose, you're probably going to lose. Always keep a positive attitude.

#### **I am still learning. - Michelangelo age 87**

Never assume you know everything. Always keep an eye on ways to improve yourself and the team. Everyday is an opportunity to improve. Try something new, work in a new department, practice old skills, etc.

Be proud of what you've accomplished in the past, but don't use it as an excuse to stop improving. Remember that when picking positions the mentors do not look at past accomplishments, grade or seniority. The mentors will pick positions based on who they feel is the best for the team. So even if you've held a position in the past, someone else can take over if they prove they can do the job better.

#### **Compete With Integrity**

Always compete the right way - by working hard to rise above the competition. Cheating and sabotage will not be tolerated. This extends beyond the playing field. When trying out for a position you should be actively trying to help your teammates get better, not trying to bring them down. Remember that this is a team.

## **Meetings**

### **Fall Meetings**

Team 3102 meets at least once a month before build season. These meetings are usually about getting signed up and preparing for off season events, week zero, kickoff, and build season. It is important that students attend these meetings to help them become active and engaged members on the team.

### **Build Season 5 minute Meetings**

These meetings occur daily during the 6 week build season. Due to the limited amount of time the team has to work on its robot, the team has quick meetings for a snapshot for all daily, and a longer meeting weekly for an agenda and progress reports.

## **Competition Jobs**

While at competition there are several jobs that students will have. Each job is important in the team's overall performance at a competition.

### **Scouts / Strategists (6-12 Students )**

This is the group of students who are responsible for collecting information about other teams and developing a strategy for matches. During matches, the scouts collect data on every robot in every match. This data is compiled into a spreadsheet and is used to help form match strategies as well as direct the team on what to do during the alliance selection process. While the drivers may control what happens during a specific match, the scouts and strategist control what the team does over the course of the entire event.

## **Requirements**

- Attend practices regularly (3-4 days a week)
- Works with Scouting & Strategy department to practice scouting
- Pre-scout teams prior to a competition
- Attends a nightly scouting meeting while at competitions
- Sits in stands to help with the collection of match data
- Arrives to the competition venue early to help secure seats with good views of the competition field.

### **Pit Crew / Pit Speakers (2-5 Students)**

This is the group of students who are responsible for maintaining the robot at competition as well as talking to judges. Between matches the pit crew works on the robot to make sure that it is fully functional for the next match. During matches the pit crew works on keeping the pit clean. Students in this group must know how to maintain the robot as well as be well versed in the team's non-robot areas as well.

## **Requirements**

- Attend practices (5-6 days a week)
- Works with drivers to make tweaks to robot to improve performance
- Works with scouts and strategists to improve robot performance
- Long hours standing in the pit
- Knowledge of tools and robot functions
- Maintain a clean and well organized pit
- Comfortable speaking to judges about robot and team
- Can handle stress of making repairs in very short time
- Arrives early to competition venue to help secure seats for scouts and strategists

## **Drive Team (3-5 Students)**

This is the group of students who drive/compete with the robot during matches. This is arguably one of the toughest jobs a student can have during competition since the team's performance at a competition depends on how well they perform.

## **Requirements**

- Attend practices (5-6 days a week)
- Works with pit crew to improve robot performance
- Works with scouts and strategist to improve their own performance
- Long hours standing
- Knowledge of how robot works
- Comfortable speaking to judges about robot and team
- Can handle stress of driving and performing in front of a crowd

## **Impact Team (4+ Students)**

This is a group of students who create, prepare, and present at competition team 3102's Impact Presentation, and works on other awards and education/outreach. This is an opportunity for those that enjoy public speaking and promotion of their community and team.

## **Requirements**

- Attend practices (5-6 days a week)
- Works with team to create and prepare an essay and presentation
- Works with all facets of the team, to have a broad understanding of what 3102 is
- Creating, Revising, Gathering information, Working in conjunction with video team
- Knowledge of team jobs, history, and robot
- Comfortable speaking to judges about robot and team
- Can handle stress of speaking and performing in front of a crowd

## **Misc.**

Depending on the competition, the number of students at the competition and the needs of the competition we may have different jobs come up. These jobs could range from volunteering to make the event run smoother, assisting teams or talking to judges regarding awards.

## **Selection Process**

For the sake of transparency, this section covers the thought process behind how students are selected for positions. However, it is important to keep in mind that selecting students for a position is not an objective process and there is a fair amount of subjectivity involved in the process. There's not a magical list that will guarantee a student a specific position. It's also important for students to keep in mind that all of these positions are important to the success of the team. Students should not base their success/failure on if they got a position in the pit or drive team, but rather that they did something that contributed to the team being successful at competition.

Positions are selected by the mentors, with input from the student directors. Voting is not part of the process since it typically indicates who is most popular - not necessarily who is the best fit for the position(s).

Also keep in mind that positions are not set in stone for the entire season. As the season develops, positions may be added or removed based on the needs of the team. In addition, if a student isn't performing or meeting expectations, they may be replaced by another student. In conclusion, once a student has earned a position, they must still continue to earn that position everyday.

## **Interview/Assessment/Interest**

Before any selection can be made, the mentors must know who is interested in the different positions. Prior to build season a series of interviews are conducted with the students. These interviews are important and the purpose of these interviews is to express interest in a position as well as see how much the student knows about the position so the mentors know what areas they'll have to work on with the student if they're selected.

It is important that students do not miss the interview date. Some positions must be picked very quickly to give the students plenty of time to prepare for competition. If a student misses the interview date, they run the risk of not being eligible for some of these positions.

Note that a student's performance in the interview doesn't necessarily indicate that they will or will not get a specific position.



For example, if a student has shown that they cannot handle high stress situations, it's not fair to the student to give them a position that involves stressful situations. Likewise, if a student has not been showing up consistently, it's not fair to the rest of the team to put them in a position such as drive team that requires a student show up often.

After this process, a list of candidates will be released for each position. It's not unusual for students to be on more than one list. During the later part of this phase students will be evaluated on their practical skills.

### **Pit Crew**

Different combinations of students will be ran as pit crew. Some of the things that are looked at for Pit Crew are how well a group of students works together, safety habits, ability to learn new things and technical skill sets. It's better for a student to be a team player than to try and do everything on their own. Making sure there are diverse skill sets in the pit is another factor.

### **Drive Team**

For the drive team students are tested as operators until the 2 or 3 best operators are determined. Next, each candidate is tested as a driver until the 2 or 3 best drivers are determined. It's possible for students to both be on the final operator and driver list. During this first part students are evaluated on ability to learn, ability to drive or operate and ability to handle pressure and failure.

Next, different combinations of drivers and operators are ran. Some of the things that are looked at are teamwork, communication, ability to learn and adapt as things change.

Typically the driver and operator are determined first since those positions require the most skill. Next the human player is determined by testing candidates' ability to perform the role of human player.

### **Scouts**

Collecting accurate information is key to a scout's success. Scouts will be tested on their ability to accurately record match data by watching both our team's practices and matches from other competitions. Prior to the team's first competition a list of scouts will be released based on their performance at practice.

## **Training**

Once positions have been announced each position will work with the mentor(s) that oversee that position to learn more about the position, the tasks of the position, and prepare for competition. As stated above, each student should earn their position everyday. Students who are not meeting the expectations for their position risk being replaced by someone else.

## **Student Leaders**

The Student Leaders on Team 3102 are the students who oversee the operation of one or more departments on the team. On a bigger scale, the mentors on Team 3102 look to the Student Leaders as a voice for the other students, to be role models for other students to emulate, and help build unity among the students, mentors and parents.

Being a Student Leader requires a lot of dedication and a strong work ethic on the part of the student. However, being a Student Leader is extremely rewarding.

## **Requirements**

Team 3102 expects a lot out of its Student Leaders. In order to become a Student Leader, a student must:

- Have been on the team for at least 1 year (preferably 2 if applying for director)
- Have a cumulative GPA of 3.0 (Directors Only) or 2.0 (Managers Only)
- Have been very active during their time on the team (high meeting attendance, community service hours, build season hours)
- Attend competitions

Once a student has been selected as a student leader, they also have the following responsibilities:

- Oversee all projects in their department and make sure they are completed on time and meet the team's quality expectations.
- Help engage and integrate newer team members to the team
- Be a role model student for other students on the team.

Student leaders will receive a regular performance review from the mentors and/or their director. For example, the directors will have their review with the mentors while the managers will have their review with their director and the team's mentors. The purpose of these reviews is to provide positive feedback on how the student can be a stronger leader and better fulfill the responsibilities of their position.

## **Picking Leaders**

Picking Student directors is not an objective process. This means that there isn't a checklist that guarantees you a position. In fact each year, there are many deserving students who do not receive positions. Here are some of the things the team mentors look at when picking student leaders:

- **Dedication**

Past meeting hours, community service hours, etc. Have they been doing the bare minimum or have they been one of the top students? What kind of outside commitments do they have?

- **Past Performance**

How has the student performed in jobs in the past? Have they struggled to get assignments done on time? Have they been proactive or passive?

- **Role Model Characteristics**

Consciously or subconsciously, students will emulate the student leaders. Is the student someone we want other students to emulate?

- **Follow Through**

Talk is cheap, has the student followed through on things they said they were going to do? Has the student been reliable?

- **Attitude**

Has the student had a positive team-first attitude? Or have they been more concerned about personal glory?

- **Maturity**

Has the student proven they can be mature enough to handle the added responsibility?

As you can see, age/seniority does not play a factor in the decision making process. The team mentors believe that positions should go to the 'best' person, not the person with the most seniority. It is not uncommon for sophomores or juniors to receive positions over seniors.

## **Team Apparel**

Team 3102 produces team apparel (shirts, hats, jackets, etc) that team members can purchase. The price of this apparel varies based on the cost of producing them. The team does not make a profit on its apparel.

## **Competition Dress Code**

In order to maintain a professional appearance, the team has a dress code for competitions:

Note: Team apparel worn at competitions cannot be ripped, faded or modified (frayed, fringed, sleeves cut, etc).

### **Shirts**

Every year we design a new shirt. We wear our current and past shirts for competition.

### **Pants/Bottoms**

It is preferred that students wear dark blue jeans to competition. However, any pants worn to competition should not be ripped or faded. Shorts are acceptable as long as they're an appropriate length.

### **Shoes**

It is mandatory that students wear closed toed shoes at competition. Students who do not wear closed toed shoes will not be allowed in the pit and competition field. This is non-negotiable. No Crocs :(

### **Accessories**

It is preferred that any accessories match the team's primary colors (black, green, white) to show team spirit.

### **Safety Glasses**

Safety glasses or side shields will be worn at all times on the field, in the pits and while in the Robotics Room/shop

### **Parents**

Parent support is an important part of Team 3102. Parents can help in a variety of ways.

#### **Expectations:**

The following are expectations Team 3102 has for the parents of student team members:

- Provide timely transportation for their child, making sure that they are on time and ready to participate. It is important that students arrive on time for events. If a student has to come late, they should let a mentor or student leader know ahead of time. Some events, for example, when we meet at the school to take a bus to a competition, cannot be delayed. If your child is late, they run the risk of missing the bus.

- Please be on time to pick up your child. Team mentors will wait (at least for a period of time) with students until they are picked up, but please be respectful of their time.
- Do not send their child to robotics if they are sick. It's easy for germs to pass from a sick student to other students and mentors. In the past Team 3102 has had illness take down many students and mentors, putting the team several days behind schedule during build season. Students who come to robotics sick, will be sent home.
- Respect the team, its mentors and its sponsors. It is important that parents are respectful of the team and its goals. Collectively the team's mentors spend thousands of hours with the team, while you may not always agree with some of their decisions, please trust that they have the best interests of your child and the team in mind.
- Please bring concerns to the mentors early. If you have any questions or concerns about the team or your child, please bring them to the attention of the mentors early on so they can be addressed and not compound into larger issues.

### **Parent Support Team**

Team 3102 hosts many events, including Kickoff. During these events, the team needs assistance with planning, concessions, set-up, field reset, and many other things. Team 3102 would like parents to help out in these events, because there is so much that needs to get done. We encourage parents to help out and learn about the game.

### **Parents At Competitions**

There is nothing that can explain the excitement of a FIRST competition. Team 3102 encourages parents to attend competitions in Iowa or Arkansas. However, Team 3102 will not book travel arrangements for parents. On average the team travels with 25-30 students and mentors and trying to book arrangements for all the students and mentors can be challenging enough.

If parents are planning on traveling to a competition, we encourage them to let the team know. In the event the team has extra hotel rooms, airline tickets, etc. the team is more than happy to let a parent purchase them from the team instead of canceling the reservations or letting them go unused.

When parents attend competitions, we ask that you respect their roles on the team. Every student has a job when we compete and it's important to the team's efforts that students are focused on their job.

## **Supporting Your Child**

One of the best ways for a parent to support their child is to give them the tools to be active and engaged members. FIRST and Tech-No-Tigers can be a highly rewarding experience with lots of lifelong benefits, but it's also a demanding program. As parents your child will likely ask you for rides to and from events on the weekends, these events go a long way in helping your child 'fit in' with the team since a lot of team bonding happens at these events.

In addition, remind your child that it's important they be active participants. Showing up to meetings and sitting in the back of the room waiting to be asked to do something doesn't work. There are a lot of students on Tech-No-Tigers and the students who sit around waiting for something to be given to them usually get passed over for kids who come and ask for something to do.

When first joining Team 3102, they'll find new people, new things, new rules, etc. All this can be pretty intimidating to a rookie member. In school, Tech-No-Tigers are going to push students out of their comfort zone from time to time. It's important that you encourage your child to embrace these new experiences rather than run from them.

Parents should keep in mind that Tech-No-Tigers isn't for everyone. Some students don't like the team aspect, some don't like competition, some just aren't open to STEM or robotics, etc. It's important not to force your child to stay on Team 3102 if they're truly not interested. This doesn't mean they're not fit for STEM or robotics, maybe it's just not right for them at the moment, but it's not fair to them, the mentors or the rest of the team to force them to keep coming.

## **When Parents Get Notified**

Oftentimes parents ask mentors when do the parents get involved with discipline. The mentors believe that since their students are in high school, it's important for them to learn how to handle things on their own. This is part of the growing process. However, if there is a situation where the mentors feel the student's safety or well-being is a concern, or the student is being kicked off the team, then parents will be notified of what's going on.

Furthermore, students should consider their position at competitions. For example, if their position requires them to be on their feet a lot they may want to wear more comfortable shoes or even bring a second pair to switch in the middle of the day.

## **Slack**

What Is Slack? Slack is our online team management system. The Tech-No-Tigers use it to keep track of students, announce upcoming events, keep attendance and manage the robot design process. All students, as well as some parents, and mentors must have an active account on Slack.

### **Personal Information**

Slack does keep students' full names and phone numbers. This information is not public and Slack members have limited access to it. For example, students cannot see other students' phone numbers or birthdates. If they want that information they can ask that person on their own.

### **Abusing Slack**

Slack keeps several logs on http requests, page views and load times. These logs are typically used to help make Slack better in the future. However, if Slack abuse is suspected, they can be used to find who has been abusing Slack. Anyone caught abusing Slack can be released from their leadership position, suspended from the team and/or kicked off the team.

Abuse can include one or more of the following:

- Hacking (ex: Unauthorized backend access, trying to change user permissions, obtaining passwords, harvesting personal information, etc)
- Releasing confidential information (Names, contact information, robot information without consent, etc)
- Intentionally signing in students who were not at an event to boost their hours
- Using email lists for inappropriate reasons
- Harassing team members (MSHSL rules on social media)

### **Build Season Events**

During build season, the team is working hard on the robot and we have late nights. We appreciate it when you bring a snack or dinner for yourself or the team, so we don't have to leave the robot to walk uptown to get food.

### **Competition Events**

Competing, especially traveling, with the team is a privilege. To go to competition, you must be dedicated to the team, participate in offseason events, help during build season, and go to meetings. To know what is happening and when you can help, you must check Slack.

## **Mentors**

Below are a list of expectations for team mentors:

Mentors are heavily involved with the team and its management. Mentors are able to supervise students on their own, without NHS Staff. Unless there is a work or personal conflict, mentors usually travel with the team and are responsible for chaperoning students at overnight competitions. In addition, mentors have full privileges on Slack.

## **Requirements**

Mentors must meet the following criteria:

- Be over the age of 18
- Be a high school graduate, 2-4 years removed from high school.
- Meet at least one of the following criteria:
  - Be a teacher or staff member of NHS
  - Be registered through NHS as a volunteer

## **Expectations**

The following are the expectations of all Team 3102 Mentors:

- The safety and wellbeing of the students is the top priority.
- Follow the NHS Volunteer Code of Conduct
- Follow the FIRST Youth Protection Program (FYPP) Code of Conduct
  - It is highly recommended that mentors do not friend/follow/etc students on social media (Facebook, Twitter, Instagram, etc) until after they have graduated from high school.
    - This is to protect the mentor as much as it is to protect the student. As adults, we sometimes post things to our personal social media accounts that students don't need to see or know about.
  - Any communication (phone calls, text messages or emails) should be related to team activities, academic problems or career concerns. It is recommended that a parent or another mentor be copied on any written communications with a student.
  - Whenever possible a mentor should not be alone with a student. If you need to talk to a student in private, do it with another mentor. If the student only wants to talk to you one-on-one, do it in a room where other people can see you.
  - Any mentor who believes that a student may be the victim of, or at risk of, abuse (emotional, physical or otherwise) from any source is required to report their concerns. Do not attempt to conduct an investigation or confront the suspected offender(s). Concerns should be reported to the lead teacher or mentor immediate and handled under NHS policy.
  - Any mentor driving students must have completed the Annual Driver Registration form.
    - They will cooperatively handle conflict resolution of problems on the team.