Bullock Creek High School Robotics Team

BlitzCreek

FIRST Robotics Team 3770

2023 - 2024 Competition Season Handbook

Bullock Creek High School
1420 South Badour
Midland, MI 48640

www.blitzcreekrobotics.net
www.first-glbr.org
www.firstinmichigan.org
www.thebluealliance.com
www.firstinspires.org

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1 Team Mission, Goals

BlitzCreek Robotic begin in 2011.

1.1 About the Team

Bullock Creek Robotics is an organization that funds robotics teams in grades 4 - 12 in Bullock Creek School District. There are currently two *FIRST* Lego League (FLL), two *FIRST* Tech Challenge (FTC), and one *FIRST* Robotics Competition (FRC) teams, with the hopes to add FIRST Lego League Jr (FLL Jr.) teams. The addition would allow us to expand the program to include students as young as kindergarten.

With the mission to inspire students to become tomorrow's leaders and innovators. The Bullock Creek robotics programs immerse students from all ages and backgrounds in project based learning that focuses on building skills in science, technology, business, and engineering, and fosters leadership, confidence, and stewardship. Along with the FIRST Core Values of Discovery, Innovation, Impact, Inclusion, Teamwork, and Fun, the Bullock Creek Robotics Program builds better robots by building up people.

Each year, the Bullock Creek Robotics programs works to raise upwards of $50,000 to fund all levels of robotics within Bullock Creek School District. Funds are acquired through a variety of avenues, including team fees, grants, corporate and community sponsorships, fundraisers, and donations. Acquired funds are then used to pay for expenses like: team shirts, meals at competition, event fees, travel costs, and expenses related to fabricating the robot, and maintaining a functioning lab with the majority of the expenses raised and spent at the FTC level.

1.2 Mission, Core Values, and Objectives

The **mission** of BlitzCreek Robotics is:

> To inspire students to become tomorrow’s leaders and innovators, through involvement in project-based learning that focuses on building skills in science, technology, business, and engineering, and fosters leadership, confidence, and stewardship.

The **core values** of Team 3770 match those of *FIRST* Robotics:

- Discovery
- Innovation
- Impact
- Inclusion
- Teamwork
- Fun

The **goals and objectives** of the Bullock Creek Robotics *FIRST* Team 3770 are:

- Apply real-world application of science, engineering, computer science, and mathematics experience, competition in a new and different way,
- Develop people skills, problem-solving skills, and foster teamwork
- Learn realistic technical skills that cross over into college, industry, and personal life
- Management and administration of a complex project
- Inspire students to study science, technology, engineering, and mathematics (STEM)
- Share experiences with other schools and teams. Foster working relationships with area sponsors, businesses, schools, and colleges.
- Expand local team and program with new students and mentors
- Promote *FIRST* Robotics and help program expansion

2 Participation

All participants working with Team 3770 will support the mission and values of Bullock Creek High School and *FIRST* Robotics. An undercurrent of learning and "gracious professionalism" will persist at all times. Competing as part of *FIRST* Robotics requires a committed team of students, parents, and mentors. An environment of cooperation, teamwork, and collegiality is necessary for success.

2.1 Student Participation

A significant commitment is required of students to participate on this team. The following details what is required to participate.

- Students desiring to participate for the Bullock Creek Robotics Team must submit the appropriate application form (see Appendix). As part of the application, they can offer their area(s) of interest and the abilities they can bring to the team.
- This team will be managed similar to a varsity sport, but includes a "no-cut policy." Students will have designated roles and required participation will vary, but all students are on "the team" and expected to do their part and put the mission and people of the team first.
- Fundraising will not cover all expenses for the team and therefore students will be required to pay for various expenses – mainly related to travel arrangements, food and lodging, and possibly uniforms. Students will be required to bring a share of food and snacks to meetings and competition events. Exact costs will be determined year-to-year in the annual budget.
- As with any extracurricular activity, school and grades come first. All academic policies of Bullock Creek High School will be in effect as it is with other school activities. **Students must maintain a C– or better grade in all classes in order to actively participate. Eligibility to travel with the team during school hours will be determined the Friday before the week of travel.**
- Students who are academically ineligible are allowed to attend the weekly mandatory meeting. Those students ineligible during the week of competition will not be allowed to miss school and will not travel with the team. They are only allowed during the Saturday portion of the competition and will need to have parents bring them to the competition.
- Robotics at Bullock Creek is a serious commitment and includes requirements for completion of important tasks and attendance at meetings. The build season is especially intensive and requires a significant time commitment from January through April (typically 15-20 hours per week). Student attendance will be tracked and sign in procedures will be in effect for each meeting, work day, and competition. Students who cannot attend mandatory meetings must inform mentors in writing before the meetings occur.
- It is understood that students' schedules may be full with other activities, but only the most committed members will be allowed on the drive team, the pit crew, and as team leaders. This will be at the discretion of the mentors.
- Student team members are expected to regularly monitor team-related communications via email, the website, or other media to stay informed on team status and activities. and many other announcements and important documents will be posted in the BlitzCreek Classroom.

- Team position and assignments are defined below in this handbook and will be reevaluated for each build season. Students in leadership positions are expected to support and mentor rookie students. Leaders are also obligated to help younger students when they need it.
- Students are expected to complete tasks assigned to them. Jobs are expected to be done right and on time (exactly like the expectations in a real-world engineering project). When a task is difficult or confusing, you must always feel free to ask for help. Learn at every opportunity, ask questions, offer to help. Maintain a positive attitude at all times.
- Appropriate behavior is expected at all times adhering to norms expressed in the code of conduct expected by Bullock Creek High School. Students are expected to follow directions from mentors and leaders. Having fun should always be part of the team, but inappropriate behavior or excessive socializing can disrupt the team goal. Negative student behavior (such as disrupting meetings or work time) may result in the student being asked to leave the meeting.
- No cellphone/computer use during mandatory team meetings, unless directed by a mentor.
- Safety is imperative! Safety is the first and foremost priority related to robot construction and operation. Students are expected to adhere to safety rules and practices defined by *FIRST* Robotics, Bullock Creek High School, and the mentors/leadership team. This includes the use of safety glasses at all times in the robot workroom and shop and strict supervision for all work done in these areas.
- All students are expected to practice good stewardship of school property and materials related to the robot. There are very substantial expenses related to this team and most are provided by gracious sponsors who support our school and STEM education.
- All team members are responsible for keeping the work room clean and organized at all times. If a “mess” is seen, it is expected to be cleaned up **without being asked**.
- Participation in FRC is very public, exposing the image of Bullock Creek to many other schools and institutions (far more than typical sporting events). You are expected to represent the school positively at all times. Cheer for your team, applaud your opponents, congratulate winners, and respect inspectors and judges.
- Our robotics team is so much more than just building something that moves. Team members will be respectful of all decisions that have been made in other areas that they may not be a part of. If a team member feels strongly about an area of the team, then they are encouraged to ”step up” to pursue membership in that committee.
- The lead mentors feel that being a part of the Bullock Creek Robotics Team requires a certain level of commitment and responsibility. The following demerit system will be used as necessary. If any student acquires 10 demerits in one season they will be off the team (no refunds) and will have to undergo an interview process before being allowed to participate in the following seasons.
    - Demerits can be given if a student is found not practicing safety around dangerous tools/equipment.
    - A demerit will be given for missing a mandatory team meeting without informing a lead mentor ahead of time in writing. The only excused reasons for missing a meeting is participation in other school activities or if a student is absent from school.
    - Failure to sign in/out can result in a demerit. This includes meetings, community activities, competitions, etc. This especially includes leaving a competition event without notifying a teacher or mentor.
    - A demerit can be given anytime a student misses a deadline.
    - A demerit will be given if required forms are not turned in by the deadline. More than two copies will not be made for students. All forms can be found online in our team handbook or on the *FIRST* Inspires website.
    - A demerit will be given each time grades are checked and a student is found ineligible.

    - Demerits can be given anytime a student must be repeatedly told to do or not to do something.
- Bullock Creek *FIRST* **varsity letters** will be awarded to team members who have exemplified leadership and contributed substantially to the team. Team mentors will evaluate students and award the letters to deserving students at the end of each robotics season. The following criteria will be used to earn a varsity letters:

  The student …
    - contributed requisite volunteer hours (minimum of 30 hours; at least 25 must be directly related to the team)
    - must apply for consideration by submitting a list of completed volunteer hours by the deadline given
    - must complete a professional portfolio including resume, a letter of recommendation, two additional references, and a copy of the thank you letter acknowledging the recommendation letter
    - contributed measurably to the team. Without this student in their role, the team would have suffered or have been diminished
    - provided leadership in a significant capacity
    - demonstrated maturity and professionalism while working for the team
    - identified their role on the team and worked independently without mentor guidance or direction
    - cannot possess excessive number of demerits
- *FIRST* Robotics **graduation cords** will be awarded to team members who meet the following requirements:

  The student …
    - participates a minimum of 2 years at the Varsity Level
    - contributes more than 100 volunteer hours accumulated (this is 40 hours more than the two-year varsity letter requires)
    - performs a leadership role that is STEM related (FTC or FLL student mentor, girls' night, etc.)
    - is never ineligible because of grades
    - holds at least 1 robotics leadership position
    - participates in robotics their senior year

2.2 Mentor Participation

Mentors are teachers, parents, area college students or local adult experts that dedicate their time and abilities to the Bullock Creek Robotics Team. Below are the expectations for mentors:

- Offer time and talents to the build season and competitions related to participating in *FIRST* Robotics.
- During the build season (January-March), mentors must commit to attend at least 90% of build meetings (Monday after school through the evening, Wednesday evenings, and Saturday all day).
- Familiarize themselves with the *FIRST* Robotics mission and history, and review previous competitions.
- Provide leadership and real-world expertise in some aspect of team and robot development. Be a positive example and role model. Work to motivate and mentor high school students with emphasis on engineering, teamwork, and communication skills.

- Recruit, support, and manage experts that are necessary to provide specialized help with robot construction.
- Oversee student teams and support team leaders as required. Build and participate, but allow students to do as much work as possible.
- Supervise safety of overall working environment; provide training for specific tools as required for safe operation
- Provide final decisions as needed to resolve issues and overcome barriers.
- Devote substantial time toward team during build season and competition season. Attend 2-3 *FIRST* Robotics competitions as mentor, pit crew support, and robot mechanical maintenance support.
- To be considered as a new mentor, the person must spend at least 1 year with the team as an adult volunteer. Then, if they would like to be considered as a mentor, they need to approach one of the Lead Mentors to let them know of their interest.

2.3 Parent/Volunteer Participation

As with any school activity or sport, parental support and participation is invaluable. Some parents will be invited to participate directly on the team as mentors. Other parents are invited to provide support to the team including meals, travel, supervision, seeking sponsorship, robot logistics/shipping, volunteering time at competitions, distributing information and communications, etc.

During build times, it is a very intense time and the team is under severe time constraints. For this reason, non-mentors are not allowed in the build room as it can become a distraction to students and mentors. Parents and community members are welcome to visit during mealtimes or just before/after build sessions if they are interested in seeing progress.

Parents - on build days students will be released at the designated end of the work day. This insures that all students are part of cleanup in documentation for each work session (unless they must have to leave to go to another school event).

If any mentor, parent, student or outside organization would like the assistance of the Robotics Team for a fundraising event or presentation, they must contact a lead mentor **at least two weeks** before the event. This is necessary to allow time for the proposal to be considered and to insure that planning with students can be performed during at least one weekly team meeting. There is a form in the appendix to submit to the team.

3 Organization

The Bullock Creek Robotics program requires significant participation from a variety of aspects. Not only does a robot have to be built, but it has to be financed and promoted. The team requires recruiting to find interested and talented students to continue it from year-to-year.

Below are the designated teams for this effort. Students can participate in multiple roles and there is flexibility in the defined duties as the season(s) progress and more is learned. Designation of team members is ultimately the responsibility of the leadership team.

3.1 Team Organization – Leadership Roles

The Bullock Creek Robotics Team will be led by the leadership team (detailed below) that includes teachers and mentors. In addition, students will be designated as leaders of key areas necessary for robot design, financing, construction, and competition.

Below is the designated leadership structure for the team:

- *Lead Mentors*
    - The lead mentors are:
        - Susan Doud **douds@bcreek.org**
        - Jamie Forbes **forbesj@bcreek.org**
        - John Leonard **leonard@svsu.edu**
        - Tim Klingler **teklingl@delta.edu**
    - The responsibilities of lead mentors are:
        - Act as overall team/project leaders and facilitate overall decision-making with regards to the team and the robot
        - Offer special skills or expertise and are responsible for supporting one or more student teams
        - Offer guidance to specialized mentors and other volunteers as they work with students
        - Act as a liaison between students, mentors and parents, as necessary
        - Act as the disciplinarian if ever needed for students
        - Be present for team activities (with at least one lead mentor will be present whenever students are working in the school building)
        - Define team policies and procedures as defined in this Team Handbook
        - To maximize teaching moments by guiding students through their own decision-making and task-management processes (i.e. to touch the robot as little as possible)

- *Team Captain(s)*
    - Student(s) – designated by the lead mentors
    - Oversees each area and offers suggestions
    - Assist general team planning and decision-making
    - Brings issues that need attention to the mentors
    - Can also act as leader of other student teams
    - Ideally this person is at least a junior.

- *Specialized Mentors*
    - Are teachers, parents, volunteers invited to participate
    - Commit significant hours to the BlitzCreek team (as noted earlier in this document)
    - Support team, organization, robot construction, competition logistics as needed
    - Oversee one or more subteam(s) in their area of expertise
    - Review policies, procedures, and guidelines published by *FIRST* Robotics and BlitzCreek to be aware of the rules, requirements, and culture related to being a robotics mentor
    - To maximize teaching moments by guiding students through their own decision-making and task-management processes (i.e. to touch the robot as little as possible)

3.2 Team Organization – Student Roles

The following teams will be defined. Each team has one designated leader that is responsible for the defined duties. Selection of students for these teams and leadership positions will be based on student interests, but the final selections will be made by the leadership board. Students may be involved in more than one team.

All team leaders are responsible for communicating the following to the remainder of the BlitzCreek team:

- Recent accomplishments
- To-do lists for upcoming project phase
- List of issues/barriers/problems

The team organization follows:

- **Administration**
    - Management Team
        - Led by *Team Manager*
        - Perform FRC administrative tasks
        - Take notes at any general meeting; keep required records
        - Develop and maintain team rosters
        - Maintain and publish team calendar; manage team deadlines
        - Organize meals, snacks, drinks during build season
        - Organize travel and meals during competitions
        - Study rules of game; advise build team as required when design decisions conflict with game rules
        - Organizes volunteer/parent activities (travel, meals, etc.)
        - Insure student paperwork is complete including any FRC registrations, consent/permission forms, etc.

- Communications and Community Relations Team
  - Led by *Community Relations Leader*
  - Recruit and interact with sponsors
  - Assist with promotional visits to demonstrate robot to classes or sponsors
  - Manage web site and social networking media
  - Ready press releases
  - Photo/video history of build season/competitions
  - Publish updates, photography and video of team on website, publications, and presentations
  - Disseminate team information (emails, text messages, etc.)
  - Contact newspaper and school website/newsletter; create press releases as needed.
  - Keeps list of required thank-you notices; be sure notices are sent
  - Oversee creation/distribution of t-shirts, buttons, and other promotional materials

- Awards Team
  - Led by *Awards Team Leader*
  - Perform strategic planning to support perpetual goal to move BlitzCreek Robotics program to the standards expected for a *FIRST* Chairman's Award
  - Create application materials, videos, essays, presentations, and other required requirements necessary for pursuit of the *FIRST* Chairman's Award
  - Research requirements for pursuit of important awards presented at *FIRST* competitions
  - Evaluate other teams present at competitions to recommend BlitzCreek "BC" awards presented by team captains

- **Engineering (Build Team)**

  - Safety Team
    - Led by the *Safety Leader*
    - Attends safety meeting at competitions
    - Studies safety manual and prepares team for competition events
    - Questions/observes others in pit/arena for other teams using good safety practices
    - Vote on safest team
    - Reminds our team of safety issues
    - Pursues all safety awards

  - Mechanical/Electrical Engineering Team
    - Led by *Build Team Leader*
    - Design and construction of chassis; robot drive and mobility
    - Design and fabricate required FRC specialized game competition mechanism (unique each competition season)
    - Integrate motors, gearing, and pneumatic mechanisms required for competition
    - Design/construction mechanics for specialized game mechanism
    - Work closely software team a required
    - Works with finance team to coordinate preparation of bill of materials
    - Wire electronic components of robot
    - Design/construction electronics for specialized game mechanism
    - Test and validate electrical problems
    - Works with finance team to coordinate preparation of bill of materials

- Software Engineering Team
  - Led by *Software Team Leader*
  - Perform software updates/installations
  - Closely monitor FRC web resources to prepare maintain most up-to-date versions for robot processor and driver station
  - Program robot processor for autonomous and normal operation; debug as needed
  - Work closely with build team as required

- Field Engineering/Shop Management Team
  - Led by *Field Engineering Team Leader*
  - Design, build game piece elements to the specifications given in the rules
  - Design and build other necessary equipment (cart, shelving units, tables, etc.)
  - Organize and maintain the robot workroom(s)
  - Pick up and clean robot workroom(s) in conjunction with build activities
  - Monitor robot workroom(s) for safety hazards

- **Competition Preparation and Participation**

  - Drive Team (selected by mentors after application process)
    - Led by *Drive Team Leader*
    - Selected based on knowledge of rules, mentor feedback/evaluation, commitment to team, practice time incurred, driving test, academic standing, etc.
    - Devote adequate time to practice and optimize robot performance
    - Operate robot in competitions
    - Lead work for robot readiness and adjustments for competition.

  - Pit Crew (selected by mentors)
    - Led by the *Pit Crew Leader* and *Safety Leader*
    - Perform required robot maintenance between competitions
    - Perform continuous oversight and inspections for safety
    - Keep pit area clean and organized
    - Maintain discipline in pit area; keep area clear for work; manage visitors to area
    - Assist with packing, unpacking, and shipping of pit equipment
    - Monitor battery charging strategies
    - Deliver "bill of materials" to *FIRST* competition officials

  - Scout Team
    - Led by the *Intelligence Officer*
    - Scout opponent teams during build season via web searches
    - Tracks competition wins and capabilities in order to choose good alliance partners
    - Provide expertise on game rules/strategy
    - Observe matches, recording pros/cons of all teams
    - Provides the Drive Team with a chronological list (from 1 to 40) of the best choices for alliance members
    - Closely monitor online blogs/discussions related to FRC build season for updates, hints, ideas, and changes (*FIRST*, Chief Delphi, etc.)

- Media Team
  - Led by *Communications Director**
  - Photograph team and event in general
  - Photograph other robots (with permission)
  - Videotape events

- Spirit Team
  - Led by the *Spirit Leader*
  - Promotes our team image
  - Encourages cheering in the stands
  - Not only cheer for our team, but for *FIRST*, volunteers, other teams, etc.
  - Strive for the Team Spirit Award

4 Sponsorship and Finances

FIRST Robotics is a very expensive endeavor requiring corporate sponsorship and student fundraising efforts. Required costs include registration for the team (up to $14,000/year), robot parts ($4000/year), new tools and equipment, team uniforms, buttons and giveaways, as well as food and lodging for 2-7 nights. Considering the inclusion of team travel, the annual budget is typically over $50,000 – 90% of which must be raised before qualifying for the *FIRST* Championship.

Ingrained in every action of the Bullock Creek Robotics Team should be awareness to recruit, maintain, and express gratitude to sponsors of the program. Participating students should be prepared to participate in fundraising. Our goal here at Bullock Creek will be to raise funds for the full amount - to cover all of the expenses for every student. It is our expectation therefore for all students to participate in each fundraiser to make this happen.

4.1 Student Fundraising Requirements

Students not participating in fundraisers will be required to pay **$300 by Kick-Off Day (the first weekend of January)** to fully participate in robotics competition events. Students participating in fundraisers will pay significantly less, if anything.

4.2 Fundraising Strategies for Sponsors

- The following are strategies to promote program sponsorship:
    - Keep robot prepared to run for general promotion and exposure
        - School board meetings
        - Sponsors visiting or visits to sponsor sites
        - During school day; homecoming; pep rallies; assemblies
        - Career days; school clubs; parent/teacher conferences
    - Ready a sponsorship proposal packet
        - Brochure or letter – Defining who is Team 3770 and what is FRC
        - Personalized cover letter
        - Include mention of website
        - Return form and envelope
        - Note requested amounts, uses of donations, and recognition expected
        - Include plans for follow-up on packets
    - For all contributes/sponsors:
        - Personalized thank you letter
        - Tax information
        - Get their logo
        - Invite to practice runs, team open houses, or competitions

4.3 Categories for Sponsors

As sponsors commit to supporting Bullock Creek Robotics, the following categories will be used to offer recognition back to them for their investment.

Level	Donation Amounts	Recognition On …
Diamond	$5000 and over	Website, Individual Sponsor slide (pit kiosk), T-shirts, Robot (logo), Blitz Updates; Announced at competition; Banner in pit
Platinum	$2500 – $4999	Website, Individual Sponsor slide (pit kiosk), T-shirts, Robot (logo), Blitz Updates; Announced at competition
Gold	$1500 – $2499	Website, Gold Sponsor slide (pit kiosk), T-shirts, Robot (logo), Blitz Updates
Silver	$500 – $1499	Website, Silver Sponsor slide (pit kiosk), T-shirts, Blitz Updates
Bronze	$200 – $499	Website, Blitz Updates
Friends of BlitzCreek	$200 and below	Blitz Updates

5 Forms

Bullock Creek *FIRST* Robotics Team 3770 – Team Application

Student Information

Name: _____ Grade: 9 10 11 12
(circle one)

Address: _____

Student Email: _____ T-Shirt Size S M L XL XXL
(circle one)

Home Phone: _____ Cell Phone: _____

Parent/Guardian Information

Name(s): _____ _____

Email: _____ _____

Home Phone: _____ _____

Cell Phone: _____ _____

Employer _____ _____

Bullock Creek *FIRST* Robotics Team 3770
Parent/Guardian Consent Form

By signing this form, we acknowledge and consent to the following:

- We have received and read the Bullock Creek High School *FIRST* Robotics Team Handbook and agreed with all the terms and conditions.
- We will abide by all the Team Rules and meet all the Expectations of Students and Parents.
- We understand that there is a minimum time commitment at different times of the year that needs to be met for the student to be on the team.
- We agree to pay required participation fees necessary for team operation and travel.
- We understand that due to the nature of robotics activities, even with proper instructions, precautions and supervisions, the risk of serious injury cannot be totally eliminated. We recognize this risk and choose to participate in the Robotics Team activities. We agree to release and forever discharge all the adult volunteers, mentors and sponsor companies from any and all claims, demands, damages, actions, causes of action, or suits of any kind or nature, and particularly on account of all injuries, both to person or property, at any time or any place relating to participation in Robotics Team activities.
- The student understands and will follow the safety rules in the Team Handbook as well as all safety rules at all the locations that our team meets.
- We understand that transportation will be provided for the competitions and other team events during competition season and give permission for my student to ride with any adult mentor, parent, or volunteer that the team has agreed to – otherwise, I will provide our own transportation for my student.
- We give permission for our student to participate in all fundraisers done by the team to give financial support to the team.
- We authorize adult mentors of the Bullock Creek Robotics to have phone and other contact information for electronic communications for robotics events **(you may opt out of this below)**.
- We authorize that photographs and/or video of the student may be posted on the team website or in publicity publications. We understand that photos will not be labeled with names **(you may opt out of this below)**.

_____	_____	_____
Student Name (Please print)	Student Signature	Date

Special Options:

□ We <u>do not</u> authorize adult members of the Bullock Creek Robotics Team to have phone or other contact information for electronic communications for robotics events.

□ We <u>do not</u> authorize that photographs and/or video of the student be posted on the team website or in publicity publications.

_____	_____	_____
Parent/Guardian Name (Please print)	Parent/Guardian Signature	Date

Bullock Creek *FIRST* Robotics Team 3770
Requisition/Reimbursement Form

Contact Information

Name(s):		
Address:	City, State	Zip:
Phone:	Email:	

Expense Information

Date	Description	Amount
	Total	

Signature: _____ Date: _____

Approval Signature: _____ Date: _____

Bullock Creek *FIRST* Robotics Team 3770
Demerit Referral Form

Student: _____ **Date:** _____

Mentor Initiating: _____

Description:

Bullock Creek *FIRST* Robotics Team 3770
Demerit Form

Student: _____ **Date:** _____

Teacher: _____

Description:

Mentor Evaluation Form for Potential Drivers

Name of Potential Driver: _____

Please rate the Potential Driver in each category. Circle a number on the scale from 0-5. (With 5 being the best possible score.)

Positive attitude:	0	1	2	3	4	5
Level of commitment:	0	1	2	3	4	5
Level of enthusiasm:	0	1	2	3	4	5
Practices safety:	0	1	2	3	4	5
Listening skills:	0	1	2	3	4	5
Follows through on assigned tasks:	0	1	2	3	4	5
Demonstrates leadership	0	1	2	3	4	5

Comments: (Either positive or negative)

Total Score: _____

Average (Total/7): _____

Driver Qualification

In order to be chosen as a driver for the BlitzCreek Robotics team, a member must complete the following:

1.) Have **ALL** Lead Mentors (Ms. Doud, Ms. Forbes, Mr. Klingler,Mr. Leonard) fill out an evaluation form. Team member must take the form to the mentor and ask them if they would fill it out for them. The Lead Mentors will compile all of the forms, tests, etc. to base their decision on the Drive Team.
2.) Have one Specialized Mentor fill out an evaluation form. Team member must take the form to the mentor of their choice and ask them if they would fill the form out for them. This mentor then gives the form to one of the Lead Mentors.
3.) Complete the driver's test.
4.) If time allows, if there is a drivable robot, there may be a skill test component.

The Drive Team will be chosen based on the number of points earned from each component:

The team member will receive an average score from each of the evaluation forms (4 forms – up to 20 points possible)
The driver's test (written) will count for up to 10 points.
The team member will earn 1 point for each year of participation with BlitzCreek (or another high school robotics team).
The team member will earn 1 point for each year in high school.
The team member will lose 2 points for every demerit received during the current year.
If available, the driver's skill test will count for up to 10 points.

Three team members and one alternate will be chosen for the Drive Team. The alternate may or may not go out onto the field with the drive team. This will be decided based on the game, score received in the evaluation process, etc. If one of the three members chosen for the drive team cannot attend a competition, the alternate will then go out onto the field. Once the drive team is chosen, decisions will be made by the mentors and drive team as to who carries out which role.

Bullock Creek *FIRST* Robotics Team 3770
Requisition for Team Activity Participation

Person or Party Contact Requesting

Name(s):		
Address:	City, State	Zip:
Phone:	Email:	

Requesting …

- □ Student volunteers
- □ Student presentations
- □ Robot demonstration
- □ Other: _____

Event Details Include date, time, location, event description	
Description of Commitment from Team	

I understand that a two week notice is required for this request.

Signature: _____ Date: _____

Approval Signature: _____ Date: _____

Please complete this form or simply email the requested information to **douds@bcreek.org**

Bullock Creek *FIRST* Robotics Team 3770
Volunteer Hours Tracking Form

Name:

Date	Hours	Detailed Description of Activity

Team Member Evaluation Form for Potential Leaders

Name of Potential Leader: _____ Position Seeking_____

Please rate the Potential Leader in each category. Circle a number on the scale from 0-5. (With 5 being the best possible score.)

Positive attitude:	0	1	2	3	4	5
Level of commitment:	0	1	2	3	4	5
Level of enthusiasm:	0	1	2	3	4	5
Practices safety:	0	1	2	3	4	5
Listening skills:	0	1	2	3	4	5
Follows through on assigned tasks:	0	1	2	3	4	5
Demonstrates leadership	0	1	2	3	4	5
Overall team leadership	0	1	2	3	4	5

(Does this person have the qualities needed for team captain?)

Comments: (Either positive or negative)

Total Score: _____

Average (Total/8): _____

Evaluator: _____
(Turn in directly to Mrs. Forbes or Ms. Doud)

Bullock Creek *FIRST* Robotics Team 3770
Medical Information Form

Student: _____ **Date:** _____

Note:

- In case of an emergency at competitions, it is necessary to have health and contact information.
- This document is carried with us to competitions.
- It is always a good practice to carry a copy of your insurance card to competitions.

Please answer these questions and return to **Ms. Doud**:

1. List any medicine you are currently taking.

2. List any allergies you have (medicine, food, animals, etc.).

3. Provide a name(s) and phone number(s) that can be used in case of an emergency.

   _____ _____

   _____ _____

   _____ _____

   _____ _____

4. In the case of an emergency I authorize either Ms. Doud or Mrs. Forbes to seek medical attention for my child.

_____

(Signature)

**** NOTE: This information is confidential and on hand at competitions ****