

Valley Christian High School

EPIC Robotz

FRC Team 4415

Parent Information Packet

2015 - 2016



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Notes



For Inspiration and Recognition of Science and Technology

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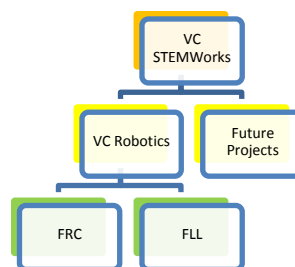


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Frequently Asked Questions

What is VC STEMWorks?

VC STEMWorks consists of an independent group of Valley school parents whose mission is to enhance the Science, Technology, Engineering, and Math (STEM) opportunities within the Valley Christian school system. The long term goal of the organization is to provide financial and program support to STEM related K-12 coursework.



What is VC STEMWorks Mission Statement?

VC STEMWorks is a Christ-centered association that seeks to stimulate in students a sense of wonder and excitement by exploring God's world through STEM - science, technology, engineering, and mathematics.

What is VC Robotics?

Since 2009 a subset of VC STEMWorks known as VCS Robotics has hosted the FIRST Lego League (FLL) teams for the elementary and middle school grades (ages 9-14). In 2014 the group expanded its support to include a FIRST Robotics Competition (FRC) team for high school students (ages 14-18). The high school team is officially registered with FIRST as team 4415, the EPIC Robotz. Through FLL and FRC teams, students use math, science, and technology to address real life engineering problems that include robot design, computer programming, robot building, team work, time management, and a host of other skills.



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What is the VCS Robotics Motto?

As Christians we believe our God is the definition of excellence and that we have been created by God to reflect that excellence. Thus our motto is “Created by God to pursue excellence”.

What is the FRC Team Mission Statement?

To open doors to the worlds of science, technology, engineering and math (STEM) by providing young people with challenging real world project-based learning opportunities that spur innovation and develop skills that honor God, enhance the lives and careers of the students, and improve the society we live in.

What’s so EPIC about “EPIC Robotz”?

EPIC stands for Engineering Projects In Christ. While the goal of the robotics team is to instill a love for and skilled excellence in science, technology, engineering and math, we must not forget that all of this is done for the glory of Christ. We seek to excel not simply as means for obtaining personal success but as a testimony to the excellence of our Lord and Savior and our calling as Christians to meet the needs of those around us. To that end, EPIC Robotz team members will use the skills developed in the program to pursue projects that are both excellent and meet people’s needs.

What is FIRST?

FIRST stands for “*For Inspiration and Recognition of Science and Technology*” which is a 501(c)(3) not-for-profit organization devoted to helping young people become “science and technology heroes” by discovering and developing a passion for Science, Technology, Engineering, and Math (STEM). Founded in 1989 by inventor Dean Kamen, FIRST was designed to engage students in technology through robotics competition. Each year FIRST designs the games, provides the framework, and runs the robot competitions held world-wide. In the 2014-2015 season the FIRST FRC program alone engaged more than 73,000 students and 17,000 mentors on 2908 teams from 19 different countries. EPIC Robotz, team 4415 was one of those teams.



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Why is VCS Associated with FIRST?

Most recent data shows U.S. students rank below average in math and science, compared to the world's most-developed countries. Conversely FIRST programs not only challenge students to excel in math and science in a fun and exciting way, it does so in a way that produces results and is compatible with our Christian world view. FRC alumni and sponsoring schools report:

- 89% increased understanding of the role of science and technology in everyday life.
- 86% increased interest in science and technology.
- 90% learned new practical and work-related skills
- 95% increased understanding of the value of teamwork
- 89% increased self confidence.
- 70% increased motivation to do well in school.
- 88% of FRC alumni went on to college.
- 80% indicated FIRST involvement has led to the creation of new courses and/or integration of robotics instruction into existing classes

What is the FIRST Robotics Competition (FRC)?

The FIRST Robotics Competition (FRC) combines the excitement of sport with science and technology to create a unique varsity “Sport for the Mind”™. FRC helps high-school aged young people (14 – 18 years old) discover the rewarding and engaging world of innovation and engineering. Each year a new challenge is offered in January followed by an intense six week design and build period. Under strict rules and with limited resources and time limits, teams are challenged to develop a team, hone teamwork skills, and build and program a robot to perform prescribed tasks against a field of competitors. It’s as close to “real world” engineering as a student can get. Professional and technical mentors volunteer their time and talents to guide each team in the spirit of Gracious Professionalism. The team will typically compete in one or two regional competitions each year.



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What is Gracious Professionalism?

Gracious Professionalism is a core concept in FIRST which fits well with our Christian world view. As a member of an FRC team students are encouraged to do high-quality, well-informed work in a manner that leaves everyone feeling valued. This is achieved by:

- Exhibiting attitudes and engaging in behaviors that are “win-win”
- A gracious respect for others shown through actions
- Acting with integrity and sensitivity

When does the team meet?

The team meets weekly in various rooms and spaces around building B from September through May as shown below. The team does not meet at all during December.

Preseason (September – November)

The preseason runs from September through November and is designed to develop the essential skills students need to compete effectively during the subsequent build & competition season. The preseason is broken into Sessions A and B. Session A focus will be on small projects that provide intensive training in specific skill sets such as programming, electrical systems, and manufacturing. Session B concentrates on combining those skill sets on a major project, in effect practicing the type of coordination that will be needed during the build season. As the sessions build on each other team members are expected to participate in both sessions. Meetings are held on Tuesdays from 6:30-9:00 pm and on Saturdays from 9:00 am-2:00 pm. The preseason schedule is shown in Table 1.

Build / Competition Season (January - May)

Build Season begins on Saturday, January 9 and runs through Tuesday, February 23. During this period a robot must be designed, built, and programmed to meet the new challenge. On February 23, work must be stopped and the robot bagged and set aside until competition. Between February 24 and March 8 a second robot is built and is used to develop and test various design improvements, practice for competition, perform demonstrations, and engage in scrimmages. As the schedule implies, build season is very intense, especially for those students involved with the build team. Meetings are held Monday, Tuesday, Thursday and Friday from 6:30PM - 9:00PM, and on Saturday's from 9:00AM-2:00M. Students must attend at least 50% of these meetings (i.e. 7-8 hours per week) in order to be considered a team member. The winter schedule is shown in Table 2.



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Competition

The team plans on attending two regional competition events in 2016. The first event is the Southern California Regional Championship held at the Long Beach Arena in Long Beach, CA which begins Wednesday, March 9 and runs through Saturday, March 12. These dates coincide with Valley Christian's Broadway Showcase. Due to the large number of students who participate in Showcase we expect this will have an impact on some robotics team members as both events involve substantial time commitments that run concurrently. Team members need to be aware that should they choose to participate in Broadway Showcase they are unlikely to be selected to fill critical positions on the team (e.g. pit crew, drive team, etc.). The decision to attend the Long Beach competition was made despite the schedule conflict as it remains the closest and least costly competition to attend, and readily allows attendance of family, friends, and students.

The Las Vegas Regional is the tentative second event and attendance is optional*. This event will require several nights stay in Las Vegas and will incur additional fees. Alternate locations may be considered based on cost and availability.

Attendance at at least one regional competition is mandatory, however due to the scheduling conflict with Broadway Showcase students may chose which one of the two regional events to attend**. Drivers and pit crew members are expected to attend both regional events. The competition schedule is shown in Table 2

* - Attendance at the second regional will be required if one does not attend the Long Beach Regional

** - Confirmation of the second event is anticipated by the end of November, 2015.

Where are meetings held?*

All regularly scheduled meetings will be held in Building B beginning Tuesday September 22 and run through Tuesday, November 17. Tuesday meetings begin at 6:30PM and end at 9:00PM while Saturdays meeting run from 9:00AM to 2:00PM. Exceptions to this schedule will be announced with as much notice as possible.

During competition season (January through April) meetings will be held Monday, Tuesday, Thursday, Friday, and Saturday in Building B. Weekday meetings run from 6:30-9:00PM and Saturday meetings run from 9:00AM - 2:00PM.



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* Meeting times listed here take precedence over those stated in the Student Handbook



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Table 1 – Preseason Schedule

Fall Pre-Season					
		Tuesday	6:30-9:00	Saturday	9:00-2:00
		1-Sep	1st Day of Class		
		7-Sep	Labor Day (Monday)		
		Week	8-Sep		
Session A	1	15-Sep	Thursday 17 Sept New Members Only	19-Sep	Returning Members only
	2	22-Sep	Dr Yee	26-Sep	
	3	29-Sep		3-Oct	SAT / Safety/Team Building/Team Retreat Last day for fees & paperwork Band Carwash
	4	6-Oct		10-Oct	
	5	13-Oct		17-Oct	Student Review Last day for refunds
Session B	6	20-Oct		24-Oct	FRC Meet 1-5 PM ACT
	7	27-Oct Band Concert		31-Oct	
	8	3-Nov		7-Nov	FRC Meet 1-5 PM SAT
	9	10-Nov		14-Nov	
	10	17-Nov	Student Review Fall attendance requirement must be met by this date to proceed		
1- This meeting is for Integrated Product Teams (IPT) Leaders only					

A 75% student participation is required during the fall session



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Table 2 – Build / Competition Season

Build Season							
	Sun	Mon	Tue	Wed	Thur	Fri	Sat
	6:30-9:00				6:30-9:00		9:00-2:00
Jan uar y	3	4	5	6	7	8	9 Kick-Off
	10 Strategy done	11	12	13	14	15	16 Final design review
	17	18	19	20	21	22	23 SAT
	24	25 Finals	26 Finals	27 Finals	28 Finals	29 Finals	30
	31	1	2	3	4	5	6 ACT
Feb rua ry	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23 Stop Bld	24	25	26	27
	28	29	1	2	3	4	5 SAT
Mar ch	6	7	8	9	10	11	12
	Long Beach Regional						
	Broadway Showcase						
	13	14	15	16	17	18	19
	20	21	22	23	24	25 Good Friday	26
	27 Easter	28 Spring Brk	29 Spring Brk	30 Spring Brk	31 Spring Brk	1 Spring Brk	2 Spring Brk
Las Vegas							
Apr	3	4	5	6	7	8	9 ACT

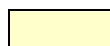


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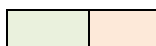


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il	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
Championships - St Louis							



Build



Compete



Post Season

Dates in **BLUE** are school holidays
50% student participation is required during the winter session



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Will my student be fed lunch on Saturdays?

Lunch will be offered to all students attending Saturday meetings. The cost for this lunch will be incorporated into the overall cost of the participation fee. Lunch fare will vary widely and may include pizza, tacos, sub sandwiches, hot dogs, sloppy joes, etc. Parental assistance will be required to deliver food, serve the luncheon, and clean up afterward. Paper goods will be supplied. Unfortunately we are unable to make accommodations for students with food allergies or particular food needs. If your student requires a particular diet, you will need to send a lunch along with them. Refrigeration will not be available. A \$150 participation fee discount is available for families who provide food and host one of the Saturday meals or for students whose diet restrictions requires them to bring their own lunch.

How is EPIC Robotz organized?

The team functions as an engineering business and attempts to emulate a typical business structure. This involves the use of sub-groups or Integrated Product Teams (IPTs) each of which has a distinct set of responsibilities. The general responsibilities for each team are shown in Table 3, however the exact duties of each team may vary to suit the needs of a particular season. Each student will be assigned to an IPT. Every attempt will be made to assign your student to the IPT of their choice, however we cannot guarantee assignments as the number of available slots on any particular IPT may be limited.

Table 3 – IPT Teams

IPT	Responsibilities
CEO	<ul style="list-style-type: none">• Project management and direct IPTs
CAD	<ul style="list-style-type: none">• Develop and maintain CAD skills for the team• Develop engineering drawings
Design	<ul style="list-style-type: none">• Oversee overall robot design• Oversee subsystems integration
Manufacturing	<ul style="list-style-type: none">• Fabricate parts• Install mechanical and pneumatic systems
Programming	<ul style="list-style-type: none">• Develop software programming for robot control and human interface
Electronics	<ul style="list-style-type: none">• Design and install electrical systems
3D Printing	<ul style="list-style-type: none">• Generate 3D printed components in support of design and production
Business	<ul style="list-style-type: none">• Develop fundraising events and pursue grant opportunities• Serve the needs of Public Relations
Logistics	<ul style="list-style-type: none">• Acquire materials and equipment needed to support robot manufacture



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Strategy/Systems	<ul style="list-style-type: none">• Develop game play strategy and team play book• Develop and implement scouting software and hardware
Web/Media	<ul style="list-style-type: none">• Develop and manage the team's web presence• Manage social media interfaces
Safety	<ul style="list-style-type: none">• Monitor both in the lab and during competition• Perform safety training and maintain training records
IT	<ul style="list-style-type: none">• Implement IT systems hardware• Manage IT cloud and mobile computing assets

Who may join the team?

FRC team membership is open to students ages 14 - 18 (this means students who turn 14 after January 1, but are no older than 18 on January 1 of the year of competition). The average team consists of 25 students, although larger teams have been formed. Previous experience in computer programming, robotics, hand and machine tools, or building is not necessary. What is necessary is enthusiasm and a desire to learn.



Please note that the number of new member openings will depend on space, resources, and mentor availability. Preference will be given to team members in good standing who wish to continue from the previous year. Should the number of new applicants exceed the number of available openings, the openings will be filled by lottery. We anticipate being able to accommodate approximately 10-12 new students for the 2015-2016 season. Due to the progressive nature of team training, new membership will be closed after October 3, 2015.

What does the Program Cost?

Team fees cover three areas: Basic Team Membership, Second Regional, and Championship. The basic team fee is required for all students wishing to join the team and covers the basic costs of hosting a team, building a robot, and attending the Long Beach Regional. Participation on the Second Regional and Championship will incur additional fees as shown in Table 4. None of these fees go to our mentors who together donate thousands of hours to the team each year.

All fees and paperwork is due by Saturday, October 3, 2015. If a student's fees and paperwork are not received by October 3, the student will be dismissed from the team. No students will be added to the team after October 3, 2015. Refunds may be obtained through October 17, 2015; no



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refunds will be given after October 17, 2015. Likewise, no refunds will be given for students who are dismissed from the team due to Team Policy violations. Estimated team fees are shown in Table 5.

Table 4 – Applicable Team Fees

	If your student:		
	Is part of the Drive Team & Pit Crew	Attended the Long Beach Regional	Did not attend the Long Beach Regional
	Then the following (X) fees apply:		
Basic Team Fee	X	X	X
Second Regional	X	Fee applies if attending	X
Championship	X	Fee applies if attending	Fee applies if attending



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Table 5 – Estimated Costs

	Est. Cost	Fee Includes
Team Membership	\$550 (Required) \$150 discount for providing & hosting one Saturday meal	<ul style="list-style-type: none"> • Team membership 9/22/15 through 5/1/16 • Team registration fees • Team tee shirt • Transportation to any offsite field trips • Transportation and attendance Long Beach Regional competition • Saturday meals
Second Regional^{1, 2}	\$400 est (Optional)	<ul style="list-style-type: none"> • Registration fees • Transportation • Lodging • Some meals
Championship^{3, 4}	\$1200 est (Optional)	<ul style="list-style-type: none"> • Registration fees • Transportation to St. Louis Mo. • Lodging • Some meals
Total Estimated Cost	\$550 - \$2150	
1 – Required for pit crew and drive teams, optional all other students who attend Long Beach Regional 2 – Required if your student did not attend the Long Beach Regional 3 – Predicated on winning a place at the Championship 4 – Required for pit crew and drive teams, attendance optional for all other students		

What is competition like?

Teams compete as part of a three-team alliance. Each team will participate in 8-12 short two-minute games, with a different set of alliance partners each game. Your competitor in one match



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may be your partner in the next. The teams are motivated to know their competitors, make friends with them, and help them out. That's Coopertition!

The "pits" become the venue for getting to know each other. Successful teams have market research and sales teams that get to know the strengths and weaknesses of each team and earn trust to form alliances.



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What is expected of students on the team?

It's important to remember that as a team, we are Christ's ambassadors which should be reflected in team member behavior. In addition Team Members are expected to know and abide by the Team Policy, a copy of which can be found in the Appendix.

Can my student participate in other sports while on the robotics team?

Like other teams, student participation is essential. In order to assure your student reaps the greatest benefits from team membership, to allow the team to function and compete effectively, and to respect the thousands of volunteer hours donated by our talented mentors, team members must meet the attendance requirements outlined in the Team Policy. If the additional sport prevents a student from meeting the attendance requirements they will need to limit their involvement to one or the other.

Can my Student Earn a Varsity Letter in Robotics?

Robotics team members can begin to earn a Varsity letter beginning in the fall of 2015. Letter requirements consist of earning a total of 7 points in a combination of several categories including community involvement, academic excellence, attendance, and core competencies. Details of the requirements are found in the appendix under Varsity Letter Requirements. Students wishing to qualify for a varsity letter will be responsible for submitting verification they've met varsity letter requirements to the Head Coach by the end of year banquet. Points cannot be carried over from previous years.

Are Team Scholarships Available?

Neither VCS Robotics nor EPIC Robots have an official scholarship program, however we will be happy to work with families to address the costs of team membership on a case by case basis if a financial impediment exists.



Who are the Mentors?

Our mentors come from a variety of professional and technical backgrounds including mechanical engineering, electrical engineering, computer engineering, computer programming, information technology, business management, marketing, machining, and others. One of the



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unique aspects of FIRST and EPIC Robots is that these mentors share their real-life work experiences and expertise with the team. Mentor participation is completely voluntary; none of the mentors are paid by the team.



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Parent Involvement

Fielding an FRC team takes thousands of hours of volunteer time. For the past two years much of this time has been borne by a handful of dedicated, unpaid mentors. In order to fulfill team needs and meet the full potential of EPIC Robots, we will be requiring one parent, guardian, or some other family designated member (e.g. uncle, grandparent, etc.) to volunteer 10 service hours of their time to the team.

Parent service hours can take a wide variety of forms such as organizing and staffing team events, preparing and/or delivering food, running errands, providing transportation, and many other essential services. Donated hours can be accumulated throughout the season or by taking on and completing a specific task. Best of all, volunteer service can be used to fulfill VCS's service hours requirement. Just a few of the numerous volunteer opportunities available with EPIC Robotz are show below. Don't see anything that suits you? Don't worry, we'll make use of the skills you have. Volunteer hours provided to VCS's FLL teams will be counted against this service hour requirement. A service card will be kept on file with the team.

Mentor – Mentors are needed in both technical and non-technical fields

Shop Supervisor – Ensure students operate machinery responsibly and safely

Records keeping – Maintain student membership and attendance data

Historian – Document field trips, community outreach events, or volunteer service

Newsletter – Publish a quarterly four-page newsletter

Fund Raiser – Identify and oversee coordination of a fund raising opportunity

Administrator – Coordinate team and event registration

Scheduler – Schedule meetings & events on the school calendar, coordinate room access

Travel Planner – Organize transportation, food, & lodging as needed for Regional Competition

Board Member – Chart the course monthly as a member of the STEMWorks board

Patch & Paint – Address general laboratory maintenance items to mitigate wear and tear

Food Coordinator – Coordinate food service and personnel for Saturday lunch & special events

Food Provider – Prepare and serve of a Saturday meal for the team

Lunch Runner – Saturday food pick-up and delivery

Logistics – Facilitate purchase and delivery of materials for the team (team will pay costs)

Parent Volunteer Coordinator – Coordinate team needs with parent volunteers

Run the Tee Shirt Logo Contest – Run the contest to find a creative logo for the new year

Team Building – Run a team building exercise for the team



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Guest Speaker – Present a topic of interest for the team

Program Manager – Keeping students on top of the schedule

Community Event Organizer – Help students organize a team lead community activity

Teacher Liaison – Represent EPIC robots to teachers and administrators

Chaperone – Serve as chaperone for a team field trip or competition event

Safety Advocate – Ensure team safety procedures and training are up to date

IT Hardware, Software, Network Support – Support technology for student and mentor use



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For further information

For further information please email Paul [@vcsrobotics.com](mailto:Paul@vcsrobotics.com), Rob [@vcsrobotics.com](mailto:Rob@vcsrobotics.com), or follow one of the links below:

www.epicrobotz.com for the team website

www.usfirst.org for general information, photos and videos

www.chiefdelphi.com is a great place to ask questions and learn from other teams

<http://www.usfirst.org/roboticsprograms/frc> for FRC specific information

[www.facebook.com/ vcsrobotics](https://www.facebook.com/vcsrobotics)

www.vcschools.org



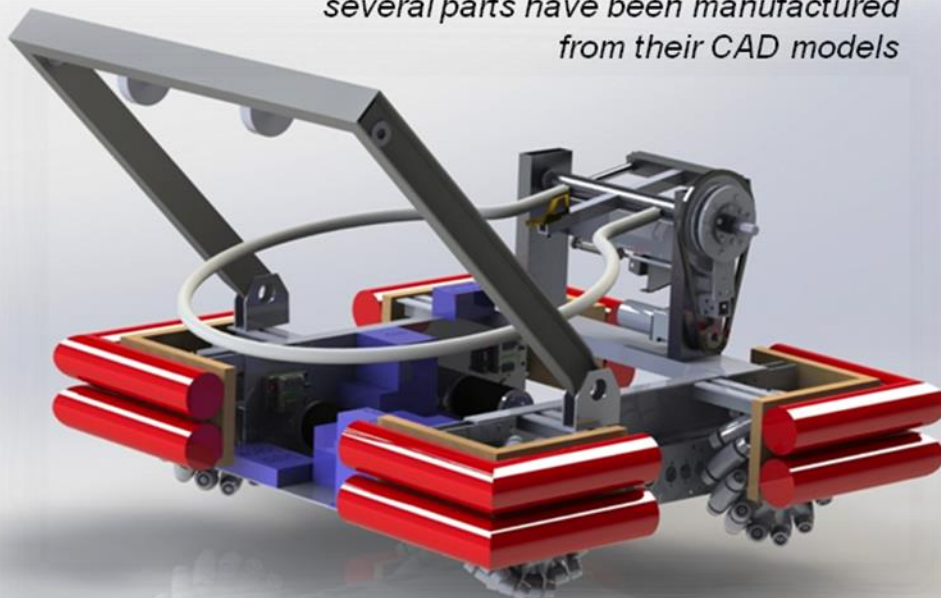
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Students are trained in the Solid Works CAD program used in many engineering companies.

They have built our robot in 3D and several parts have been manufactured from their CAD models



Rendered CAD Model of the 2014 EPIC Robot



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EPIC Robotz Team 4415

2015 Las Vegas Regional



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Team Policy

Team policy reflects school policy as stated in the Student Handbook and as modified below. The Student Handbook can be found by searching www.vcschools.org.

Membership

EPIC Robotz is open to all Valley Christian students ages 14 - 18. The team is unable to accept students from outside the Valley school system with the exception of those admitted to the team prior to 2012.

Dress Code

Uniforms are not required when attending meetings, however the nature of the clothing worn needs to reflect modesty in style and Christian values where images and/or wording is present. For students working in the shop, clothing must meet safety requirements: no long or loose sleeves, no dangling strings or ties, shoes must be close toed. Student whose dress does not meet Dress Code requirements will be asked to change into more appropriate wear.

Behavior

Team member behavior must reflect our roles as Christian ambassadors whether on or off the Valley campus. Students must treat each other with dignity and respect in a manner commensurate with Gracious Professionalism and shall refrain from offensive language and physical or verbal abuse. Rough housing and horseplay are prohibited as is the removal, erasure, defacement, or augmentation of any items found in classrooms (i.e. posters, displays, whiteboards, etc.). Students are to respect teachers and mentors property (e.g. they may not occupy teachers desks, or open desk drawers, handbags, or backpacks). Those engaging in such behavior will be subject to disciplinary action. All damage inadvertent or otherwise must be reported to a mentor or coach immediately.

Team members are expected to use meeting time to assist in promotion of team interests. This means students are expected to be sufficiently self-motivated to engage in assignments and team projects, actively seek their own solutions to problems, and observe and ask questions when not personally engaged in training exercises. Students who do not actively engage in their assigned



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projects may be sent home. Mentors will not track down students in order to engage them in activity.

Attendance

Team members are expected to attend at least 75% of the scheduled fall (preseason) meetings, 50% of the scheduled winter (build season) meetings and 100% of the mandatory meetings. Hours and attendance will be monitored through a badge system (or similar) wherein students will check in at the beginning of a meeting and check out when they leave. Students who fail to check both in and out will not be given credit for attendance that day. Failure to meet the 75% preseason meeting requirement may prevent a student from being admitted to the Winter season. No refunds will be given for students who fail to progress to the winter season. Attendance will be a consideration when determining selecting students to fill pit crew and driver opportunities.

Absences

Approved absences are required when a student anticipates missing a mandatory meeting. Approved absences will be considered on a case-by-case basis and will only be given in extreme instances. Any request for excused absence must be submitted to the coach at least seven days in advance of the event. Exceptions may be granted for faith based reasons (ex. Sabbath rest) or unavoidable absences such as severe illness or abduction by aliens.

Mandatory Meetings

There are three mandatory team meetings: 1) the competition season Kickoff meeting on January 9 and 10, and 2) the Long Beach Regional competition in March 11-12 (March 10 - 12 for Pit Crew and Drive Teams)*. Students failing to attend these meetings will be dismissed from the team (see the Absences section for exceptions). Team members are expected to attend the Scholastic Arts Society Awards in May.

* - Due to scheduling conflicts with Broadway Showcase this year, team members may choose to attend either the Long Beach Regional or the second scheduled regional.

Sunday Meetings

EPIC Robotz makes every attempt to avoid scheduling team events on Sundays. Unfortunately this cannot always be achieved. Attendance at events which are scheduled on Sunday will be optional in deference to those who feel strongly regarding Sabbath rest observance. For those



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whose Sabbath falls on Saturday, Sunday attendance would be required (as in the case of the Mandatory Kick-Off meeting on January 9 & 10).

GPA

EPIC Robotz is committed to excellence. As part of this commitment, educational performance is a priority. FRC team members are students first and as such are expected to maintain a 'C' average in all classes. Team members failing to maintain this average will not be able to participate on the team or in team activities until a "C" average or better is attained.

Electronics

Use of phones, Ipads, hand held gaming devices, or personal computers for non-team related activities (e.g. gaming) is prohibited during meetings. Students caught using electronic devices for non-team related purposes during meetings will be verbally warned. Students caught in a second infraction will be asked to leave for the remainder of the meeting. Ipads, phones, and personal computers may be used to engage in team related research, document processing, coding, CAD, etc. Students who borrow EPIC Robotz electronics (computers, hard drives, thumb drives, cameras. etc.) may not install anything (i.e. software, photos, games, etc.) on those devices without the express permission of their IPT mentor.



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Wandering

Students are expected to remain with the team or group during meetings. They may not leave the group, building, site, or campus without authorization from a mentor or coach. Students caught wandering away from the group or outside the building will be warned for a first infraction. Students will be asked to leave for the remainder of the meeting if a second infraction occurs. Mentors will not track down students in order to engage them in activity.

Discipline

The Coach reserves the right to remove any student or parent whose behavior is, in the Coach's opinion, dangerous, disrespectful, or disruptive. Except where stated otherwise, students found in violation of Team Policy will be given a verbal warning for a first offense, a written warning for a second offense, and asked to leave the team for a third offense. A written warning will be issued for offenses which unintentionally endanger others (no verbal warning will be given); intentional endangerment of others will result in immediate dismissal from the team and is done at the discretion of the Head Coach of Team Administrator.

Emergency Contacts

A medical and liability release form is required for each student. Minor medical attention will be addressed by on site staff. Emergency services, if required, will be summoned by calling 911.



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Varsity Letter Requirements

Students who meet team membership requirements will need to earn 7 points as outlined below to be eligible for a Varsity Letter in Robotics at VCHS. Opportunities to earn points are found in four categories shown below. Points cannot be carried over from year to year.

Community involvement (Mandatory)

- 2-4 points (2 points minimum, 4 points maximum in this category)
- 1 point per community event, such as HS Open House, school demos, Library demos, Harvest Festival, community service when performed as part of the team, special event fundraisers, etc.
- 3 points can be earned for mentoring at summer camp or mentoring an FLL or similar robotics team

Academic Excellence

- The student must maintain a 2.0 GPA to be eligible for any team at VCHS
- Points are earned for a cumulative GPA (weighted) that is well above average as described below:

GPA	3.0 to 3.49	1 point
	3.5 and above	2 points

Outstanding Team Attendance

- The student must meet the attendance requirements outlined in the Team Policy
- 1 point is earned for outstanding attendance/participation as described below

FRC Attendance	80% or greater (Preseason) – and – 60% or greater (Build Season) – and – 100% of mandatory meetings	1 point
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Robotics Team Core Competencies

- Students can earn 1 point per skill
- Students will submit a written summary of their knowledge and ability for each skill



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- A Mentor will meet with the student for a verbal review and quiz, as necessary, before signing-off. Eligible skills are listed below:

CAD	LabView/Java/C
HTML/Coding	Manipulators
Chassis	3D Printing
Business/Admin	Animation
Media / Photography / Videography	Robot Electronics
Marketing/Graphic Design/Art	Safety
Strategy/Scouting	



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Family Last Name: _____ Home Phone: _____

Parental & Team Member Policy Agreement:

- ☐ I have read and understand the VC Robotics team policies as outlined in the Team Policy statement.
- ☐ I understand team membership, attendance, and mandatory meeting requirements
- ☐ I understand that a parent or designated representative is committed to 10 hours of volunteer time for the team.
- ☐ I understand that no refunds will be given should the student be dismissed from the team
- ☐ I understand the Team electronics, wandering, and disciplinary policies

Parent Signature: _____ Date: _____

Student 1 signature: _____ Date: _____

Student 2 signature: _____ Date: _____

Contact Information

Family Last Name: _____ Home Phone: _____

Father's First Name: _____ Cell Phone: _____

Mother's First Name: _____ Cell Phone: _____

Parents E-Mail: _____

Student 1 Name: _____ Grade _____

Student 1 E-Mail: _____



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Student 2 Name: _____ Grade _____

Student 2 E-Mail: _____

Home Address: _____ City: _____

Zip Code: _____

MEDICAL, LIABILITY and PHOTO RELEASE FORM EPIC Robotz

Students last name: _____

Student's name: _____ Birth Date: _____

Address: _____ Zip _____

In Emergency, Notify _____ Phone _____ Cell/Pager _____

Doctor _____ City _____ Phone _____

Health History:

Allergies or other medical information; Please give details (i.e. include normal treatment of allergic reactions)

Name and dosage of any medications that must be taken: _____

Insurance for studentren participating in activities organized or sponsored by Valley Christian Schools Robotics is solely the responsibility of the student's parent or guardian.

Insurance Carrier: _____ Policy No.: _____

I/We the undersigned parent(s) or legal guardian of _____ a minor do hereby authorize and consent to any x-ray examination, anesthetic, medical or surgical diagnosis rendered under the general or special supervision of any member of the medical staff and emergency room staff licensed under provisions of the Medicine Practice Act of a dentist licensed under the provisions of the Dental Practice Act and on the staff of any acute general hospital holding a current license to operate a hospital from the State of California Department of Public Health. It is understood that this authorization is given in advance of any specific diagnosis, treatment or hospital



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care being required but is given to provide authority and power to render care which the aforementioned physician in the exercise of his best judgment may deem advisable. It is understood that effort shall be made to contact the undersigned prior to rendering treatment to the patient, but that any of the above treatment will not be withheld if the undersigned cannot be reached. The authorization is given pursuant to the provisions of section 25.8 of the Civil Code of California.

Liability Release

Every activity sponsored by Valley Christian School Robotics is carefully planned and adequately supervised by mature adults. However, even with the best of planning and precaution, unforeseen events can occur. By signing this form, the parent or guardian agrees to assume and accept all risks and hazards inherent in Valley Christian School Robotics-related team activities. They also agree not to hold the Valley Christian School Robotics or its employees or volunteer assistants liable for damages, losses or injuries to the person or property undersigned. The parents or guardians understand that they are signing for the minors listed on this form and this signature is for both a medical and liability release.

Photo Release

I authorize the use of my students photo in any VC Schools or EPIC Robotz promotional materials.

Parent or legal guardian signature(s) _____
(Father) (Date) (Mother) (Date)

This authorization shall remain effective unless sooner revoked in writing delivered to said agents



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Authorization for use of hand and power tools

I understand participation as a team member of EPIC Robotz may require my student to use hand tools, power tools, and metal working tools including but not limited to:

- Hand tools (hammer, saw, screwdriver, knife, etc.)
- Metal lathe
- Drill press
- Milling machine
- Circular saw
- Compound miter saw
- Cordless drill

Students participating in the EPIC Robotz will have a wonderful opportunity to learn new skills that are marketable in the work place, and help in a career following college. These skills will also allow the students to build more advanced robotics systems, making the team more competitive during the *FIRST*®Robotics Competition.

This letter is to inform you, the parent or legal guardian, that the staff and mentors of the EPIC Robotz FRC Team will be instructing your student on the safe and effective use of these tools listed. All students participating must return this letter, signed and dated, and must score a 100% on the applicable Tool Safety Quiz, before instruction will begin.

During EPIC Robotz team meetings your student will be using these tools only with the permission of, and under the supervision of, Valley Christian High School, staff and adult mentors. Failure to do so will result in removal of machining tool privileges.

Student Name: _____ ID# _____ Grade _____

I, the parent/guardian of the student listed above agree to allow my student to participate in EPIC Robotz FRC team and its affiliates activities.



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In addition to allowing my student to participate in the EPIC Robotz, I will also allow them to use the machining tools listed above under the strict supervision of FRC Team #4415 staff or adult mentors.

Parent/Guardian name (print) _____

Signature _____ Date _____



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Name: _____

Student interest paragraph

We would like to learn a little about you and how to best focus our program to fit your needs. In a brief paragraph Please let us know:

Why you are excited about joining EPIC Robotz?

What you hope to get out of EPIC Robotz?

What you feel you can contribute to the team?



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Name: _____ Phone: _____ Email: _____

Parent Volunteer Information

We need your help in making EPIC Robotz work for your student. Can you please let us know:

What line of work are you/your spouse in? (yes, home maker is real job!)

What skills would you be willing to share with the team?

When are you available? ☐ Mondays ☐ Tuesdays ☐ Thursdays ☐ Fridays
☐ Saturdays ☐ Anytime ☐ During Competition Events

☐ I am interested in providing and hosting a Saturday meal on (date) _____

I am willing to volunteer for one or more of the following (check all that apply):

- ☐ **Mentor** – Mentors are needed in both technical and non-technical fields
- ☐ **Shop Supervisor** – Ensure students operate machinery responsibly and safely
- ☐ **Records keeping** – Maintain student membership and attendance data
- ☐ **Historian** – Document field trips, community events, or volunteer service for reference
- ☐ **Newsletter** – Publish a quarterly four page newsletter
- ☐ **Fund Raiser** – Identify and oversee coordination of a fund raising opportunity
- ☐ **Administrator** – Coordinate team and event registration
- ☐ **Scheduler** – Schedule meetings & events on the school calendar, coordinate room access
- ☐ **Travel Planner** – Organize transportation, food, & lodging for Regional Competition
- ☐ **Board Member** – Chart the course monthly as a member of the STEMWorks board
- ☐ **Patch & Paint** – Address general laboratory maintenance items to mitigate wear and tear
- ☐ **Food Coordinator** – Coordinate food service for Saturday and special events
- ☐ **Food Provider** – Prepare and host (on site) a Saturday meal for the team
- ☐ **Lunch Runner** – Saturday food pick-up and delivery
- ☐ **Logistics** – Facilitate purchase and delivery of materials for the team (team will pay costs)
- ☐ **Parent Volunteer Coordinator** – Coordinate team needs with parent volunteers



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- ❑ **Run the Tee Shirt Logo Contest** – Run the contest to find a creative logo for the new year
- ❑ **Team Building** – Run a team building exercise for the team
- ❑ **Guest Speaker** – Present a topic of interest for the team
- ❑ **Program Manager** – Keeping students on top of the schedule
- ❑ **Community Event Organizer** – Help students organize a team lead community activity
- ❑ **Teacher Liaison** – Represent EPIC robots to teachers and administrators
- ❑ **Chaperone** – Serve as chaperone for a team field trip or competition event
- ❑ **Safety Advocate** – Ensure team safety procedures and training are up to date
- ❑ **IT Hardware, Software, Network Support** – Facilitate IT for student and mentor use



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