



Grand Blanc High School Robotics Team



2016 Michigan State Championship Competition Information

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Greetings, Team!

Our performance at the Troy District Event will determine our ranking and whether or not we qualify for the Michigan State Championship (MSC).

We will know on Saturday, April 16th evening whether or not we qualify for the FIRST Championship in St. Louis. After the event is complete, a listing of the Teams that qualify from the State of Michigan will be posted. Please note that if we qualify, we will be holding a MANDATORY parent AND Student meeting on Sunday, April 17th, at AROUND 6:00pm, location TBD. All students wishing to travel to the CMP must be in attendance, and have a parent representative present. A \$250 deposit (via check or money order payable to GBCS) will be required at this meeting. More details about exact time and location for this meeting will be released as soon as they are available.

Below is the information that you will need to be prepared for the Michigan State Championship event. Please carefully review this document, and become very familiar with its contents. Students may want to bring a copy of this document to the competition with them.

Please contact Clinton or Brandi with any questions that you may have. See you at the Competition!

Graciously,



Clinton Bolinger
Head Mentor



Brandi Bolinger
Head Mentor

Travel Information:

Required Documents and Forms:

1. All Students must submit a completed *Progress Report* (which will cover the Troy District and Michigan State Championship), signed by each of his/her teachers. *Progress Reports* should indicate the current grade in each course, along with any missed work. All Students must maintain a minimum 2.5 overall GPA throughout the current Marking Period, and have no missing assignments in order to travel with the Team. Students who have not earned a 2.5 GPA or are missing any assignments will not be eligible to attend the event on any day. Make-up time for missed assignments will NOT be granted.
2. All Students (including Students over the age of 18) must submit a completed *Permission Slip*, with a valid parent/guardian signature, and teachers' signature for each course. If a Student will not be attending the competition on a school day that is listed on the *Permission Slip*, he/she should still complete the permission slip, and attend school. There is no need to adjust the dates listed on the *Permission Slip* if a student will not be attending any day of the event. The permission slip is still required WHETHER OR NOT you attend school, if you plan on attending the event on any day.
3. All Students must complete the online "Competition Attendance Document", which is available in the Team Documents section of the Team Hub. Only Students who are indicated as "attending" by March 17 will have transportation and hotel accommodations arranged with the Team.
4. Any Student requiring medication (either prescription or non-prescription) during the Competitions must fill out a *Medical Authorization Form* and return it with the other required documents and forms. Medication must be delivered to Jody on the morning of the competition in the original container or prescription bottle, in a zip-seal bag, clearly labeled with the Student's name. The *Medical Authorization Form* may be obtained from Jody Nickola or Brandi Bolinger.
5. Any student that will be transported to or from the competition by any other means than a Team driver, which has been assigned by Brandi or Jody, must fill out a *Transportation Release Form*. The *Transportation Release Form* may be obtained from Jody Nickola or Brandi Bolinger (Please see Transportation Policy 4, as listed below, for more information).
6. All of the above mentioned documents are due to Brandi on or before Monday, March 28, 2016 at the Team Meeting. No late documents will be accepted. If a student's paperwork is not filled out completely and correctly, and returned to Brandi on or before this date, then he/she will not be able to attend the competition on any day. Make-up time for missing documents will NOT be granted.

Meal Information:

1. Students and Team Mentors should eat lunch at school on Wednesday prior to travel or bring something to eat in the car (if desired). The Team WILL NOT stop for meals or snacks on the way to the event.
2. The cost for Students' meals is included in the pre-paid Team Expenses (Group meals will be provided by the assigned families; including dinner on Wednesday, lunch and dinner on Thursday, lunch and dinner on Friday; and lunch on Saturday. Meal Schedule is available on the PRO calendar).



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3. Funds for snacks, additional food, or meals larger than those provided must be supplied by individual families at their own expense, and at the discretion of parents/guardians. Team Mentors will NOT lend money to Students.
4. Any family or friends attending the competition must plan and pay for their own meals.
5. There will be a Team Dinner on the Saturday after the competition. Friends and family are welcome, but must pay their own meal fees and gratuity (if applicable). The Team will make reservations at a restaurant in the area around the competition venue. Information regarding these dinners will be made available as soon as arrangements are finalized, and will be available on the online team calendar.

Uniform Guidelines:

1. Students and Team Mentors should wear the Team shirts provided. Shirts should be professional in appearance (ironed or wrinkle-free), and clean. A long-sleeve shirt may be worn underneath, or Students and Team Mentors may wear a Team sweatshirt or jacket as an outer layer. Please do not wear non-Team distributed clothing as an outer layer.
2. To ensure a uniform Team appearance, please use the following schedule:
Wednesday: Any Team shirt (wear the one from VEX)
Thursday: 2016 Red T-shirt Friday: 2016 Black T-shirt Saturday: 2016 Black Mechanic
3. All Team Members must wear their team-distributed nametag while at competition.
4. Students and Team Mentors should wear appropriately styled blue jeans or shorts or appropriate length skirt (with tights or leggings) that is professional in appearance, without holes or tears, and a belt where necessary.
5. Sweatpants (including Optional Team Apparel), leggings (without something over top) or athletic wear bottoms may NOT be worn to competition on any day. These items may be worn during field set-up on Wednesday.
6. Students and Mentors should be neatly groomed and professional in appearance.
7. Students, Team Mentors, and any guests in attendance must wear closed-toe tennis shoes or boots in the Pit Area.
8. Students and Team Mentors are responsible for bringing his/her own safety glasses to and from the competition. Students and Team Mentors who do not bring his/her own safety glasses to the competition will NOT be permitted to borrow Safety glasses from the Team, and thus will not be allowed in the pit area.
9. Safety Glasses will be available for guests in attendance to borrow, but must be returned after use.
10. While in the Pit Area, all Students, Team Mentors and Guests in attendance may not wear loose or baggy clothing, dangling jewelry, or other items that may cause a safety hazard. Long hair must be pulled back into a ponytail or braid that does not present a safety hazard.

Transportation and Attendance Policies:

1. **STUDENTS WITH VEHICLES AT WEST CAMPUS:** It is highly recommended that you arrange to have your vehicle picked up on Wednesday, and do not leave it in the WBHS West lot overnight. We will be returning late on Saturday, it's best if someone comes to pick you up.
2. All Students will be assigned a vehicle, which will be driven by an approved Team Mentor or Team Parent. Students may not switch vehicles without permission from Brandi AND Jody.
3. If a Student is not in their assigned vehicle by the designated departure time, the Team will leave without him/her. The Team will not turn around to pick up Students or wait for late-comers.
4. No Student may drive himself or herself or any other Student to or from this event. No exceptions.
5. Parents, friends, or other family members may not transport any Student (including their own student) without written permission from a Head Mentor *and* School Liaison. If a Student will be transported by a person other than their assigned driver, a release form must be completed. (For example, if a family is attending the Kettering District Competition Event on any day – even Saturday – and wishes to transport a Student, the aforementioned Student must be released from the supervision of the Team, via a written consent form, the *Transportation Release Form*.) The Team must receive a release form for each Student, signed by his/her parent/guardian, for each leg of transportation in which he/she will not be transported by the Team. Please see Jody Nickola or Brandi Bolinger to obtain a release form. Forms should be completed at least two days prior to the event.
6. Students leaving the competition early must check out with Brandi AND Jody before they leave. Failure to do so will result in disciplinary action, up to and including, but not limited to suspension from further competitions.
7. Students requiring transportation to his/her home after the competition should have a ride waiting for him/her in the designated drop-off location or after dinner at the designated time. Parents may transport other Students after drop-off without a written release form, so long as permission has been granted by the Students' parents.
8. Any family or friends wishing to drive to competitions may do so at their own expense.
9. The team will not be responsible for the refund of any travel expenses (up to and including, but not limited to: transportation costs, meals, hotel accommodations or any other costs) of those Students who leave the competition early, arrive to the competition late, or do not attend the competition.

Behavior Expectations:

1. Any Student who does not attend the competition on Thursday and/or Friday **MUST** attend school! Attendance will be verified.
2. Students are expected to be on their best behavior while traveling with the Team, and must adhere to the Team Member Basic Conduct Guidelines and Team Member Expectations at all times. Per these agreements, any behavior or action(s) deemed inappropriate or detrimental to the Team (at the discretion of Head Mentors and/or School Liaison), will result in the Student's immediate dismissal from



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the competition. The Team will not be responsible for transporting this Student home; they must be picked up by their parents. The Team will NOT cover any cost to send a Student home due to inappropriate behavior, and will not refund any costs associated with missed Team activities.

3. Parents, friends and family in attendance are also expected to behave in a manner that is in concordance with the Parent Expectations Document (available on the Team Documents section of the Team Hub). Any guests behaving inappropriately may be asked to leave.
4. Personal and/or valuable items (e.g. laptops, etc.) should be left at home during the competition, unless approval has been granted by one of the Team's Head Mentors. The Team is not responsible for these items, should they be lost or stolen. Large bags and backpacks should not be brought to the competition site, as seating is limited.
5. Students will be expected to keep the area around the Team's bleacher section clean and organized. Jackets should be neatly stacked, and all trash should be properly disposed of.
6. Students may not go outside of the competition venue (including into the parking lot) without permission from Clinton, Brandi or Jody, and must be accompanied by an adult Mentor or parent when exiting the building.
7. Students will receive a schedule of Team responsibilities each day of competition. Each student is responsible for ensuring that he/she is *on time or early* to his/her assigned location, and that each of his/her individual assigned tasks are completed.
8. Students must use the "buddy system" at all times. Students not using the "buddy system" will receive one warning from Jody and/or Brandi, and on the second offense the students' parents will be called and the student will be sent home.
9. Running is not permitted anywhere inside the event facility. Students who are seen running will receive one warning. Any additional instances of running will cause the student to be placed with a mentor at all times.
10. Students should maintain a professional, respectful relationship among their peers. Inappropriate behavior such as horseplay, unnecessary physical contact, public displays of affection, cruel or inappropriate comments, inappropriate language and intentionally irresponsible behavior will not be tolerated.
11. While at competition, all Team Members will be expected to dedicate their time and energy to the efforts of the Team. Devices such as laptops, tablets, e-readers, gaming systems and music players should not be brought to the event for recreational use, and cell phone usage should be reserved for Team-related business and emergencies only. Team Members should not sleep in the stands or public areas, and Students will be expected to sit in our Team's seating area during all of our Robot Matches, unless a conflict occurs on their assigned schedule.

Overnight/Hotel Information:

1. The Grand Blanc High School Robotics team will be staying at Comfort Suites Grand Rapids North, 350 Dodge St. N.E., Comstock Park, MI.
2. Mentors, family and friends wishing to reserve a room may do so at their own expense. The Grand Blanc High School Robotics Team will not be responsible for reservations and payment of hotel rooms of Mentors, family, and/or friends.
3. When students report to the Hotel lobby in the morning, he/she should be ready for departure, and should NOT plan on returning to his/her room prior to departure for the competition.
4. On Saturday morning, students should be packed and ready for checkout prior to departure in the morning. Room checks will be completed prior to breakfast on Saturday. Rooms which are ready for checkout should be clear of all personal belongings, have the bedding piled on beds, all dirty towels placed in the bath tub, and all cabinets/drawers opened. Students should quietly and graciously place his/her bags in the hallway and open their door as a signal that their ENTIRE room is ready for checkout.
5. Each room will have up to four (4) students assigned to it. Students will be responsible for making their own sleeping arrangements. Students should be Gracious Professionals when making arrangements, and should bring any issues to Clinton, Brandi, or Jody Nickola.
6. Team members may not enter into the rooms of students of opposite sex at any point during the trip. Should a female and male Team member want to spend their free time together, he/she may only do so in public/common areas (such as the pool area - during operational hours.) while under supervision of a Team Mentor or assigned chaperone. Students wishing to spend his/her free time in a public/common area must check out with Brand AND Jody, and gain permission to go to a specific area, *before* going to their chosen location.
7. Students should remain quiet when in the hotel hallways, and refrain from slamming guest room doors.
8. Students may not go outside of the hotel at any point in time, unless he/she checks out with Brandi AND Jody, AND is accompanied by a Team Mentor (NOTE: your parent is not considered a mentor!).
9. If the hotel has a pool, students may use the pool under Mentor supervision, during regular pool operating hours. Students should wear appropriate swimming attire (no excessive skin exposure), and exude Gracious Behavior at all times.
10. All students will be expected to remain in their assigned rooms once the room check is performed. Any student outside of their assigned room at this time will be sent home without a warning (aside from a case of emergency).

Additional Information:

1. The venues for the MSC will be equipped with stadium seating (fold-down chairs). Patrons may bring cushions or stadium chairs to supplement the hard surface. The Team will not be responsible for any such items. WARNING: the seating area is VERY cramped, so please do not bring anything to the event unless it is NECESSARY items.
2. Photography and videography are permitted and encouraged. Media passes may be available – check with Brandi on Friday for details.
3. Any guest under the age of 12 must be accompanied by an adult AT ALL TIMES, as per FIRST regulations.
4. Venues tend to be very hot or very chilly during competitions. Please take into consideration any provisions that may need to be made for your personal comfort.



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What to bring:

Please use the following checklist as a guideline for travel packing. Please do not over-pack, as there is limited space available in vehicles for bags and suitcases. Please limit luggage to one (1) soft-sided duffle bag, tote, or small suitcase.

1. Team Uniform – Please ensure that you pack THE CORRECT years' uniform. Students wearing incorrect uniforms will be asked to change.
 - 2016 Red Thursday T-Shirt (Don't pack it! Wear this in the morning)
 - 2016 Black Friday T-Shirt
 - 2016 Black Saturday Mechanic
 - Undershirts
 - Appropriate/professional blue jeans, khakis, shorts, Capri pants or skirt (with leggings/tights) for each day
 - Close-toed shoes
 - Belt (where necessary)
 - Safety Glasses
 - Name Badge
 - Team Sweatshirt or jacket
2. Sleeping Needs
 - Sleeping bag or blankets (optional)
 - Pillow (optional)
 - Appropriate sleeping attire
3. Toiletries
 - Soap
 - Shampoo
 - Toothbrush and Toothpaste
 - Deodorant
 - Other needed essentials
4. Other/Optional
 - Warm sweatshirt or jacket for travel
 - Bathing Suit
 - Snacks/beverages for Hotel
 - Books, deck of cards, games, music, etc. for entertainment (during the car ride or at the hotel only)



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Tentative Schedule of Events

Event Location Information:

DeltaPlex Arena
2500 Turner Ave NW, Grand Rapids, MI 48544

Tentative Schedule of Events - Tuesday, April 12, 2016

| Time | Description |
|---------------|-----------------|
| 6:30pm | Meet at Premier |
| 6:30 - 9:30pm | Load Trailer |

Tentative Schedule of Events - Wednesday, April 13, 2016

| Time | Description |
|------------------|---|
| 2:15pm | Meet in GBHS West Campus Parking lot - DO NOT LEAVE YOUR CAR AT GBHS - arrange to have it picked up |
| 2:20pm | PROPTLY Leave for Grand Rapids (we will leave a little earlier if everyone arrives) |
| 4:00pm | Arrive at The Deltaplex, get in queue to unload pits - Non Pit-Crew Students will report to the hotel for "free time" |
| 4:00pm - 10:00pm | Pits Open, get inspected, work on robot as necessary, participate in practice matches |
| 6:30pm | Dinner served at Hotel, Pit Crew will have dinner provided at the DeltaPlex |
| 10:00pm | Leave for Hotel |
| 10:30pm | Pit Crew Arrive back at hotel, lights-out for the entire Team. |

Tentative Schedule of Events - Thursday, April 14, 2016

| Time | Description |
|---------|--|
| 7:40am | Meet in Hotel Lobby, Ready for Departure |
| 7:45am | Arrive at The Deltaplex, Grand Rapids, MI |
| 8:00am | Pits and Machine Shop Open |
| 11:30am | Lunch Break - lunch served outside, tailgate-style |
| 12:30pm | Opening Ceremonies (Students should report to OUR Stands) |
| 1:00pm | Qualification Matches Begin |
| 5:30pm | Dinner served at the Deltaplex - The competition does NOT Break for dinner |
| 8:00pm | Matches scheduled to end |
| 9:00pm | Pit area closes at designated time, or one hour after the last match, whichever is later |
| 9:10pm* | Arrive at the Hotel, team activities (as time permits) |
| TBD | Team Activities, and free-time (students may not leave the hotel) |
| 10:30pm | Room Inspection, Students must remain in their assigned Hotel Rooms after this time |

Tentative Schedule of Events - Friday, April 15, 2016

| Time | Description |
|---------|--|
| 7:40am | Meet in Lobby of the Hotel, ready for departure |
| 7:45am | Arrive at The Deltaplex, Grand Rapids, MI |
| 8:00am | Pits and Machine Shop Open |
| 9:00am | Opening Ceremonies |
| 9:30am | Seeding Matches |
| 12:30pm | Lunch Break served outside, tailgate-style |
| 1:30pm | Seeding Matches Resume |
| 6:00pm | Dinner served at the Deltaplex - The competition does NOT Break for dinner |
| 9:00pm | Pit area closes at designated time, or one hour after the last match, whichever is later |
| TBD | Team Activities - time permitting, scouting meeting (students may not leave the hotel) |
| 10:30pm | Room Inspection, Students must remain in their assigned Hotel Rooms after this time |



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Tentative Schedule of Events - Saturday, April 16, 2016

| Time | Description |
|----------|--|
| 6:45am | Room Checks begin |
| 7:00am | Load luggage into Assigned vehicles begins |
| 7:30am | Meet in Lobby of the HOTEL, ready for departure |
| 7:45am | Arrive at The Deltaplex |
| 8:00am | Pits and Machine Shop Open |
| 9:00am | Opening Ceremonies |
| 9:30am | Seeding Matches Begin |
| 12:00pm | Alliance Selection |
| 12:30pm | Lunch Break (following alliance selection) |
| 1:30pm | Elimination Matches Begin |
| 5:00pm* | Awards Ceremony |
| 6:00pm* | Pit Area Closes, Depart The Deltaplex |
| 7:30pm* | Team Dinner at Location TBD |
| 11:00pm* | Arrive at GBHS West Campus, Grand Blanc. Students should be picked up. |

** Times are subject to change based on length of Team Activities, Traffic, flow of Rounds, Road Traffic etc.*