The following pages are the high school team guidelines for the Montgomery Bell Academy Big Red Robotics Team. Please sign and return this document A.S.A.P.

Responsibilities

Professional Conduct. Team members will conscientiously and professionally fulfill their assigned responsibilities relative to teachers, mentors, administrators, and other team members. They will meet reasonable standards of work quality and quantity as established by their teachers and mentors. When fulfilling workplace responsibilities, team members will:

- Be responsible for completing all schoolwork. (Cutoff grade - 75)
- Be responsible for informing teachers of robotics-related absences and will coordinate make-up work with teachers.
- Abide by the rules of the school as well as the school system.
- Maintain regular attendance and provide an acceptable quantity and quality of work as determined by the director of their team component.
- Be responsible for encouraging intellectual and social growth of the team.
- Keep a notebook in which they will take notes and write all steps involved in solving a problem.
- Be responsible for work deadlines.
- Be responsible for turning in all fees and permission slips on or before the given due date.
- Inform their director before a scheduled meeting absence.

Fairness. By being fair and treating all members of the team equitably, team members will:

- Promote the spirit of the team and its competitions
- Respect the diversity of individuals on the team and respect the differences among team members.
- Not use threatening, intimidating, or abusive language, or otherwise engage in conduct that interferes with the work environment.

Compliance. Regarding safety procedures as listed in the safety contracts, team members will:

- Follow all safety rules governing the work area.
- Report any unsafe work area to teachers or mentors.
Team Goals

The benefit of being on a BEST team is that students have an on-going, direct, one-on-one communication with teachers, mentors, and administrators. Along with developing the various components of the robotic and the BEST Award, team members also develop in the following areas:

Leadership Skills
- Sets goals
- Develops foresight and persistence
- Develops effective communication and interpersonal skills
- Enhances organizational skills
- Team work
- Assumes an active role on the team
- Provides feedback

Organizational Skills
- Allow the effective management of complex tasks
- Teaches the importance of communication
- Prepares students for operation in the commercial world
- Develops good documentation habits

Critical Thinking Skills
- Enhances problem solving skills
- Assists conflict resolution
- Strengthens analytical and objective thinking skills
- Develops creativity
- Accepts responsibility for one’s choices
- Identifies area of strengths and weaknesses
- Works with a variety of technologies

Social Integrity
- Works cooperatively
- Contributes to the overall team effort
- Explores alternate theories and viewpoints
- Communicates effectively with team members, teachers, mentors and administrators.
Team Fees and Costs

The robotics team is a grant funded team. Therefore, operational costs are high, and finite funding is scarce. As a team, it has been decided that a small registration fee will be charged to cover the costs of operation throughout the school year. This fee varies by the programs in which a student participates. Be aware that money is available to support students unable to afford the registration fees, and that cost should never be an object to membership. If this fee at all places an undue burden on a family or limits a student’s participation, don’t hesitate to call or email Andrew Dupuis for more information about student grants and support.

Summary of Fees:
- BEST Robotics Competition- $20/student
- FIRST Robotics Competition- $50/student
- LEAD/RAID Programs- $0/student

Beyond these fixed rate fees, there is also the possibility of travel based on competition results and scheduling. The team will cover all transportation costs, but students will be expected to pay, at a discounted rate, for their own room and board during team travel. One can anticipate approximate the daily travel cost at $60 per student.

Team Participation Agreement

By signing this contract, student are agreeing to participate in the MBA Robotics Team, and are therefore subject to the following participation agreement:

- Students must attend all standard scheduled meetings
- Students who anticipate an absence must contact their team coordinator.
- Absence from 3 or more meetings will result in the termination of a student’s membership with no refund of fees or costs
- Students are expected to contribute the majority of their weekends to the team during competition season, with work totaling no less than 10 hours/student
- Participation will be taken seriously, and is a determining factor in ones ability to list Robotics as one of a student’s activities for Totomoi and College applications
MBA Robotics Team Member Code of Conduct

Each Big Red Robotics team member, whether a participant, observer, or supporter attending any activity or competition, is to adhere to the following rules:

1. All team members are to be fair and accepting of each other's ideas.

2. Team members will be prompt and prepared for meetings as well as competition events.

3. Robotics is a time commitment: therefore credit will only given to those who complete their work on time and put their all into the project. All members must have completed 10 hours of work to receive credit.

4. Materials are to be used sparingly and responsibly. Misuse will result in suspension from team activities.

5. Tools are communal, and are not toys. Misuse of tools or misbehavior in the machine lab will result in immediate expulsion and revocation of membership.

6. Members will follow the chain of proper command established on the team.

7. Meetings are negotiability mandatory, at the discretion of Mrs. Yu and team's student leadership. Absences should be anticipated, and members should alert Mrs. Yu before the meetings of expected absence.

8. Respect your own work, and the work of others.

All school and school system rules and policies will be enforced. Certain dress code regulations may be waived at the discretion of the school officials at competition events.

Acknowledgement

I, __________________________________________ have read and understood the Regulations, Expectations, and Code of Conduct and, by signing my name below, have agreed to abide by these rules.

(Student Signature) ______________________ (Date) ______________________

(Parent Signature) ______________________ (Date) ______________________

Montgomery Bell Academy
4001 Harding Road
Nashville, TN 37205
Below is the team fee payment form and membership application. This form is due no later than the start of the BEST Competition (9/28/2013). Please enclose cash or a check as a payment of your son’s team dues for this season. Thank you for your support this year.

Mrs. Christine Yu  
Montgomery Bell Academy  
4001 Harding Road  
Nashville, TN 37205  

Contact Information:

Parent Name(s): ____________________________________________
Son’s Name: ____________________________________________
Address: ____________________________________________
Address 2: ____________________________________________
State: ________________ Zip code:__________________
Contact Name: ____________________________________________
Contact Email: _________________________________________
Contact Phone: ______________________

My son is currently a:

☐ Freshman| ☐ Sophomore | ☐ Junior | ☐ Senior

My son would like to participate in:

☐ BEST Robotics ($20) | ☐ FIRST Robotics( $50)
☐ LEAD (No Fee) | ☐ RAID (No Fee)