

**2008-2009**  
**Team 75**  
**The RoboRaiders Handbook**

*The Revolution Has Begun*

*The revolution has always been in the hands of the young.  
The young always inherit the revolution.*

**-Huey P. Newton**

*Gracious Professionalism is part of the ethos of FIRST. It's a way of doing things that encourages high-quality work, emphasizes the value of others, and respects individuals and the community.*

*With Gracious Professionalism, fierce competition and mutual gain are not separate notions. Gracious professionals learn and compete like crazy, but treat one another with respect and kindness in the process. They avoid treating anyone like losers. No chest thumping tough talk, but no sticky-sweet platitudes either. Knowledge, competition, and empathy are comfortably blended.*

*In the long run, Gracious Professionalism is part of pursuing a meaningful life. One can add to society and enjoy the satisfaction of knowing one has acted with integrity and sensitivity.*

## **Section 1- Membership**

**1.1:** All students of Hillsborough High School are eligible for membership on Team 75 Robotics. Coupled with each member, any parent, family member or friend who is willing to help out is more than welcome to offer a helping hand.

**1.2:** It is the policy of Hillsborough High School that all members of any club or sports team must maintain at least a C average in all classes. Any member found to have below a C average will be required to raise their average to a C or will face expulsion from the club.

**1.2.1:** Hillsborough High School policy stipulates: "A student failing any one course will be given probationary eligibility. During the probationary period, a student's grades in all courses will be monitored every four weeks. If any class average falls below 65 during this probationary period, the student will be removed from the team and declared ineligible for the remainder of the semester."

**1.3:** All Members must act in a professional manner. They must respect the views of others. They will show Gracious Professionalism internally to the Team and externally to other Teams and the community. They will not be derogatory, post items, which may be deemed lewd, threatening, intimidating, biased, make others feel uncomfortable or place false claims.

**1.3.1:** A member in good standing is one that consistently exhibits gracious professionalism and is responsible in various aspects of team participation. Such a member receives no demerits, is on time regularly and participates in numerous fundraisers and community demonstrations.

**1.3.2:** Outstanding behavior will be rewarded on a case by case basis at the discretion of core leadership and mentorship.

**1.4:** A member's trip eligibility is to be determined by Faculty Advisors and/or the Captain and Co-Captain. Eligibility is based on various merits including, but not limited to, attendance, fundraising, community service and work ethic. In addition, it may be necessary for limitations to be set upon the number of those who can attend an event.

**1.4.1:** A curfew for overnight trips will be determined at the initial trip meeting, which includes parents and students. Due to various circumstances that arise during a trip, a curfew may be extended under the agreement of Faculty Advisors and Chaperones

**1.4.2:** Members of the Drive Team will room together if gender permits. They will observe a curfew prior to competition days no later than 11 p.m.

**1.5:** A member in good standing may be eligible to participate on the Drive Team.

**1.5.1:** Selection of the Drive Team will be determined via numerous driver practices as well as off-season competitions.

**1.5.2:** A Rule or Game Test may be required to participate on the Drive Team.

**1.5.3:** The Captain and Co-Captain will determine the drive team based on direct observation and advice provided by Strategy, mentors and core leaders.

**1.6:** It is required for each member to participate in various fundraising activities throughout the year. These fundraising activities provide the necessary funds that enable Team 75 to go on its various competition trips as well as funding for other endeavors.

**1.7:** All the team members are required to lend their full support to all Chairman's and Fundraising endeavors in order to ensure the continual success of the Hillsborough High School Robotics program.

## **Section 2: Leadership**

**2.1:** Team 75 is led by Student Leadership. The Student Leadership is defined as the combination of the Team Captain and Co-Captain as well as the Sub-Team Leadership Council. The Sub-Team Leadership Committee is comprised of all active Sub-team Leaders as well as associates without a sub-team. Such an Associate is defined as one elected by his or her peers to a position of responsibility. Such positions include Public Relations, Team Spirit, and others.

**2.1.1:** If at any time, the Captain and Co-Captain determine a new position must be created, it is the sole responsibility of the Captain and Co-Captain to create and enact such powers. If such a position is created after elections have taken place, a leader will be appointed to the committee until elections. No other Committee or Group may enact a policy which enables new positions to be created.

**2.2:** Elections will be held after all F.I.R.S.T. sanctioned competitions for any given season have been completed. Elections will be led only by students. No group may influence the Elections.

**2.3:** It is the responsibility of the Captain and Co-Captain to ensure that all Sub-Team Leaders and Associates are fulfilling their responsibilities as leaders and members of the Team. The Captain and Co-Captain will periodically check the progress of each Sub-Team Leader and Associate(s) and if it is found that the leader is consistently not fulfilling such goals, it is as the discretion of the Management Council to remove the leader.

**2.3.1:** Removal of a Leader - In order for a Sub-Team Leader or Captain to be removed, a majority vote by the student leadership for the removal of the officer will be required. A written report with a recommendation must be submitted to the Faculty Advisor for formal action.

**2.4:** It is the responsibility of the Sub-team Leader to maintain order and professionalism in their workspace and Team Members. However, all actions shall be overseen by the Captain and Co-Captain as well as the Parent Group.

**2.4.1:** Sub-team leaders shall be held individually responsible for the attendance, participation, and productivity of their sub-team members.

**2.5:** Team Advisors are not limited to HHS faculty. If deemed necessary, a parent may be approved as the advisor. However, an advisor must first gain approval by the Hillsborough Board of Education to become an official advisor.

## **Section 3: Officers**

**3.1:** Captain- The role of the Captain is to lead the team through the entire season. This role includes leading meetings, being a representative at public appearances, managing the team day-to-day, and making decisions with the advisement of the Co-Captain and if necessary the Sub-team Leadership Committee. It is also the responsibility of the Captain to call meetings for specific members or the entire team when necessary. He or she must also encourage intra-team communication at all times.

**3.2:** Co-Captain- The role of the Co-Captain is to aid the Captain in all areas. The Co-Captain is also responsible for ensuring the success of the goals of the Sub-Team Leadership Committee. He or she must also encourage intra-team communication at all times.

**3.3:** Sub-Team Leaders - The Sub-team leaders' role is to support all associated groups and provide mentorship to Junior Members. The Sub-Team Leaders must complete all assigned tasks associated to the Sub-Team they lead. They must also provide support to the common roles for the Team (i.e. Fundraising, Chairman's and Public Relations). In addition, it is the responsibility of Sub-team Leaders to communicate with each member of his or her sub-team regarding upcoming events and meetings.

## **Section 4: Meetings and Attendance**

**4.1:** Meetings are to be held at the discretion of the Management Council or the Sub-team Leadership Committee. At any official meeting in which any member may attend, an advisor must be present. If no advisor is present, the meeting will be shut down. This is solely the policy of Hillsborough High School.

**4.2:** A weighted point system will be implemented to record attendance for each team member. For scheduled Tuesday and Thursday meetings, a member will receive two points for attending. For scheduled Saturday meetings, a member will receive three points. For mandatory events, a member will receive six points. However, if a member does not attend such an event and does not inform team leadership, they will be subject to a subtraction of 2 points. If a member cannot attend but does inform the leadership, no points will be deducted.

**4.2.1:** Proper notification of an absence shall be in writing to a member of team leadership which should also be made available to an Advisor's attention. Notice should indicate the reason for the absence.

**4.2.2:** A mandatory fundraising total will be utilized during the season. Points will be awarded based on the magnitude of participation and proven effort.

**4.2.3:** At the discretion of team advisors and leadership, additional points (i.e. extra credit) will be awarded for certain activities, events or exceptional circumstances.

**4.3:** Participation points will be awarded in addition to attendance points for students exhibiting a solid work ethic, enthusiasm to participate and desire to learn.

**4.4:** Point totals are a primary means for determining competition participants and trip participants. Team Leadership will make such determinations under advisement from Faculty Advisors.

## **Section 5: Trip Conduct**

**5.1:** Students need to be accompanied by an advisor, chaperone, or Johnson and Johnson representative at all times. You must let your chaperone know where you are at all times. You may not travel in groups of less than 2 people at any time.

**5.2:** Breaking Curfew, Horseplay, Inappropriate Language and/or being in someone else's hotel room with the door closed will not be tolerated. The door must be propped open by the dead bolt.

**5.3:** Consequences:

**5.3.1:** First Offense – you are the advisor's shadow for the entire day. When the team goes back to the hotel for the evening, you will be spending the remainder of the evening in your hotel room and without any visitors.

**5.3.2:** Second Offense - two mentors will take you to the airport, call your parents and put you on the next plane home at your parents' expense. This also will include any cost they have to pay for damage. School discipline procedures will apply, including but not limited to expulsion from the team

**5.3.3:** Automatic Second Offense- if you are in possession of cigarettes, alcohol, a weapon of any kind, drugs, or using any of the above, regardless of your age, the police will be notified.

**5.4:** Students are expected to maintain a level of Gracious Professionalism that exemplifies the views of Team 75.

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*“Every Generation needs a new Revolution”*

-Thomas Jefferson

By Signing Below, I, \_\_\_\_\_ agree to abide by all the rules and guidelines set forth by the Team 75 Credo and Handbook.

X \_\_\_\_\_