

# **VIKotics: Code of Conduct 2024-25**

## **Rules & Expectations:**

The following are the rules and expectations each member must follow to be on the team. We look forward to having a team that takes care of one another, and stands up for one another. However, if incidents reoccur that go against this VIKotics Code of Conduct, we will enforce a policy of "3 strikes and you're out." These strikes can be determined by any of the mentors.

The overall expectation of being a VIKotic on team 5920 is:

- to grow in knowledge, confidence, and ability
- to be positive and help the team overcome adversity, and
- to be gracious and professional in all our dealings.

Ultimately, we are not trying to ONLY build a winning robot. We are trying to create opportunities for students to experience success and celebrate their accomplishments while belonging to a group that cares for their future. We expect all members to behave and represent our team in a positive fashion at school, and within the community. In addition to the expectations written in this code of conduct, if students show disrespect toward a school faculty member, or fails to act in an upright manner within the community, these acts "outside of robotics" can be recorded as a strike.

## **Behavior**

- Students are to respect each other as well as the team's mentors, parents and sponsors at all times. Students who routinely disrespect one of the aforementioned will be given a strike which leads towards dismissal.
- Students should conduct themselves in a professional manner at all times. This means dressing appropriately for an event or meeting, using appropriate language, etc. Specifically, appropriate dress code includes being in uniform (unaltered, proper fitting T-shirts, pants (no holes please), and cosmetics suitable for professional public engagement)
- Put downs, teasing, and harassment are not welcome and will not be tolerated. Students will be warned the first time they put down another team member, the 2<sup>nd</sup> offense will be considered a strike.
- It is highly recommended that students on the team do not date. Other teams have found that over the years the students who are dating become a distraction not only for themselves, but other students on the team. In addition, dating within the team creates many awkward situations both during the relationship and when it ends.

Students who chose to date should notify lead team mentors early on. Please be open and upfront about the relationship. Additionally, students who choose to date are expected to 'leave the relationship at the door'. This means that while they're at robotics the dating students should conduct themselves as normal students on the team (eg: no PDA).

Students who choose to date may not be put in positions where they will have to work closely together (ex: drive team and/or pit crew). This is to protect the best interests of the team and prevent awkward/uncomfortable situations for other students on the team.

- Students are expected to have integrity.

This means being honest to each other as well as the team's mentors and not trying to cover up mistakes or errors of any type. Team 5920 understands that students, like all people, make mistakes. However, students should own up to those mistakes. Being forthcoming and honest is always best.

**\*Stealing, of any form, is not tolerated and will result in immediate expulsion from the team.**

- Students are expected to maintain a team-first attitude. First and foremost, VIKotics are a team, and any successes or failures, are a result of a team effort. There should be no finger pointing when mistakes are made. Students are expected to put what's best for the team ahead of their own team-related ambitions. Students should always be asking themselves "What Can I Do To Help The Team Succeed?". In the end, people rarely remember individual performances. People will always remember team accomplishments.

## Academics

- School should be first priority for all students on VIKotics Team 5920.

Part of being on the team is to manage time wisely. Like any athlete, VIKotics will have limited time at home for assignments due to practice. They need to use their class time wisely and may have to make sacrifices such as coming in before school hours to complete work and get help from teachers.

It is expected that full time students are at practice for its entirety- NOT doing homework. Yet, mentors and fellow team members can assist with questions if students reach out for help.

We do consider FINALS week during the build season. We will have shortened practices each day (including Friday) of finals week in January. To make up for lost time we may need to meet on Saturdays.

Please do not use robotics as an excuse for not turning in an assignment or turning in an assignment late. If you need additional time to do school work, please let a mentor know as early as possible.

- The Minimum GPA for students to travel with the team will be a 2.25 GPA. If any student has missed more than 9 calendar days of school for non-school absences, the minimum GPA to travel will be raised to a 2.5. The team and mentors want to reinforce the importance of showing up to school on time consistently and putting forth effort into academics.
- The GPA will be calculated on the school grade check day and the Monday before the week of a competition. Students who are below the required GPA at the grade check the week before the competition, will have one week to bring up their grades. Grades will be locked in on Monday of the competition week to determine travel eligibility. *(This means if you are failing the Monday of the week of competition you are not going. Even if you get the grade up before we leave that week.)*
- Students who are failing any course will not be able to travel with the team regardless of having a GPA higher than the minimum stated above.

Students who are traveling or competing with the team should notify their teachers early in the semester of the competition dates. It is the student's responsibility to get assignments prior to leaving, and arrange for what assignments will be expected upon their return.

If a student is absent from school (not for competition or team event) they should not come to an after school robotics meeting.

## Substance Abuse

Drug / Alcohol / (illegal) Tobacco use is not allowed. It is important that Team 5920 maintains a safe environment for everyone on the team. Using or being under the influence at robotics puts not only yourself, but other people in danger. Any student who is caught using or being under the influence at a team event will be expelled from the team immediately. If the incident happens while traveling, the student will be sent home at the parent's expense.

## What's the COST?

- \$25 membership fee (includes competition meals and T-shirt)
- Each full-time member and part time member that gets to 25 extra-curricular hours gets 1 free t-shirt for competitions. Extra shirts will be available for family and friends to purchase.

- Traveling to competitions and lodging will be subsidized by fundraising, but there will be an out-of-pocket expense for travelling. We expect the out-of-pocket expense to be approximately \$50 per competition for lodging and food (this is a subsidized cost by the team). We hope to attend a minimum of 3 events making a total of \$150 per student to participate in March and early April. If this cost presents an obstacle to participating, please see the Lead Mentor for possible opportunities for additional scholarships from the community.
- In addition to the \$50 fee per competition, food will have an out-of-pocket expense. Typically, this amounts to \$20 per competition. The team will typically provide 2 meals a day, but students will be on their own for dinners which will usually be a fast-food option.
- We encourage parents to organize and assist with some fundraisers to help lower the travel cost for students! Please let mentors know if you're interested.

## Calendar (typical):

Event	Date(s) (approx.)	Missing School?
Officer Meeting	Late Aug or early Sept	No
Palouse Empire Fair	Second week of Sept	No
Palouse Days	2 <sup>nd</sup> or 3 <sup>rd</sup> Saturday of Sept	No
Team Meeting	Mid-Sept	No
Parent meeting	Second week of Oct.	No
Leaf Raking Fundraiser	TBD (fall)	No
Middle School Visit	TBD	Yes
Haunted Palouse (HP)	Late Sept-late Oct for build. Last two weekends in Oct for HP.	No
Bordie React (pre-season comp.)	Mid-Oct (Oct 14-16)	No
Christmas Tree Sales Fundraiser	Weekends Nov-Dec	No
Robotic Kickoff @ Spokane	1 <sup>st</sup> Sat in January	No
Practice Mon-Thursday	January-March	No
Spaghetti Dinner Fundraiser	TBD (spring)	No
Robotic District Event Week 1 (TBD)	Early March	Yes (Thursday/Friday)
Robotic District Event Week 3 (Sun Dome)	Mid-March	Yes (Thursday/Friday)
PNW Championship (EWU)	Early April	No (Spring Break)
World Championships (Houston)	Late April	Yes

## Student Leaders:

We strive to be more student led each year. We plan to have 4-5 officers that are voted on by the team members. Officers will be voted on in the Spring to allow freshmen the opportunity to work in a leadership position in the following season/year. These student officers are held to higher expectations and are expected to communicate with the Lead Mentor on a more frequent basis.

## Awards:

Each spring after the season we will host our own awards night to celebrate the team and what we accomplished. This is intended to be a casual setting that is full of fun memories

Students who put in more than 80 extra-curricular hours will have the opportunity to earn a Varsity Letter each season. Students who letter each year they are a student at GPHS will be honored at graduation with red, white, and blue cords.

## **Involvement & Participation:**

We want to give all students the opportunity to be a VIKotic, but we realize some students have obligations that prevent them from being fully involved. Therefore we are going to offer 3 levels of participation and involvement:

Full-Time Members: Put robotics as their top extracurricular priority. They attend all practices, they put in extra time when deadlines approach, and they take full ownership of making sure the team is ready for competition. The payoff for full time members is they are able to travel with the team as far as the season continues beyond our district events.

Part-Time Members: Must create a contract with mentors at the beginning of the season to clarify their intentions. They cannot "show up when they please." They will need to create a calendar of their planned involvement and log their hours to justify their traveling capabilities. The expected threshold that part time students must contribute to attend their first competition is 25 extra-curricular hours, and a total of 50 hours to attend a 2<sup>nd</sup> event, and 80+ hours to attend the PNW championship (if we qualify). These students will not be eligible to receive funding or subsidized costs for attending the World Competition if the team qualifies unless there is a need on the team that they fill which will be determined by the leadership team and mentors.

\*\*\* Students who are on a winter or spring sports team will need to create a calendar with the Lead Mentor similar to part-time members, so there are clear expectations on what contribution(s) they plan to make, and what competitions the student will be eligible to attend.

Middle School 7/8<sup>th</sup> Grade members: We have had great success with adding middle school students to the team with limited roles. We plan to invite students to apply to join the team for a few days of practice per week during the build season and to attend at least one of the district events. We believe this will help create a more sustainable team with a critical mass of 12-16 members ideally.

Any level of member that is a distraction at practice or who is not willing to help when asked will be asked to leave that practice and will be counted as a strike.

All member levels must sign and uphold the rules set by this code of conduct.

**STUDENTS: Please Circle the intended level of membership above and sign below:**

\_\_\_\_\_ / \_\_\_\_\_

Student Signature / Date

\_\_\_\_\_ / \_\_\_\_\_

Parent Signature / Date

\_\_\_\_\_ / \_\_\_\_\_

Mentor Signature / Date

*Special Thanks to Team 1538 Holy Cows, 1816 Green Machine for providing their code of conduct for a starting point which helped guide the 5920 VIKotic Code of Conduct.*

**Updated:** 05 Jan 2024 **By:** R. Lopez, Jr., Lead Mentor