



AGENDA & INFO

KETTERING #2 DISTRICT EVENT

MARCH 7-9, 2019



AGENDA

Tentative Schedule of Events - Thursday, March 7th

TIME	DESCRIPTION
4:00pm	Meet at CFI, pack up and load trailer
4:30pm	Get into Drive Groups and leave for Kettering
5:00pm	Pits open, unload trailer, setup pit, team check-in, robot inspection, practice matches if/when field is ready
6:30pm	Dinner (see Food section)
10:00pm	Pits close, get into Drive Groups and head back to CFI

Wear 2019 THEME shirt

Tentative Schedule of Events - Friday, March 8th

TIME	DESCRIPTION
7:30am	Meet at CFI, get into Drive Groups and leave for Kettering
8:00am	Pits open, Driver's Meeting TBD
10:30am	Opening Ceremonies
11:00am-1:00pm	Qualification Matches
1:00pm-2:00pm	Lunch (see Food section)
2:00pm-7:00pm	Qualification Matches
5:30pm	Dinner arrives (see Food section) NO break, team eats in shifts
8:00pm	Pits close*, get into Drive Groups, head back to CFI

Wear "2019 SPONSOR shirt"

AGENDA CONTINUED

Tentative Schedule of Events - Saturday, March 9th

TIME	DESCRIPTION
7:30am	Meet at CFI, get into Drive Groups and leave for Kettering
8:00am	Pits open
9:00am	Opening Ceremonies
9:30am-12:30pm	Qualification Matches
12:30pm	Alliance Selections
1:00pm-2:00pm	Lunch (see Food section)
2:00pm-5:00pm	Playoff Matches
5:00pm	Awards Ceremony
6:30pm	Pits close*, pack up/load trailer
7:00pm	Team Dinner - TBD (see Food section)
TBD**	Team arrives at CFI, unload trailer, parents pick up students

*****Wear POLO shirt with name*****

ALL times are subject to change based on length of team activities, match flow, traffic, etc.

Chairman's Presentation time will be determined at team check in and confirmed by Bernadette.

***Pits close no later than one hour after the last match on Friday or the Awards Ceremony on Saturday**

****Team members will notify parents/guardians when leaving the event for estimated ETA to CFI. This will also be posted in the main Slack channel (#birdchat) each evening.**

INFORMATION

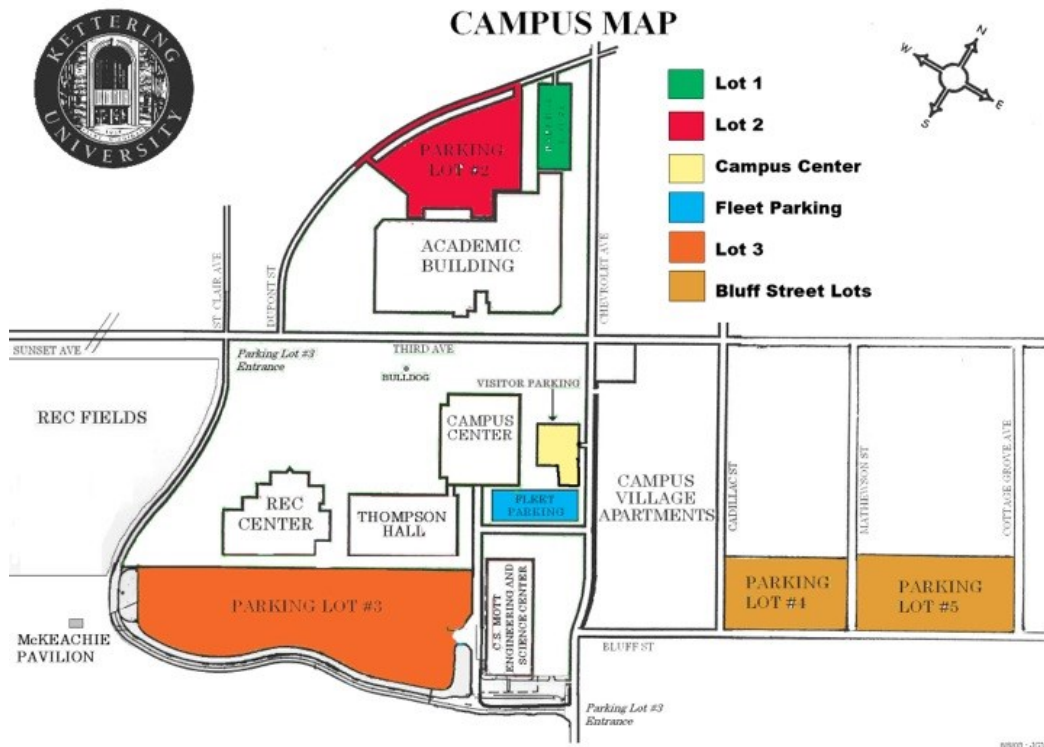
Venue Information & Parking

Kettering University
1700 University Dr Flint, MI 48504

Parking will be available in Lots 3 (orange below, behind the Recreation Center) and in lots 4 and 5 on Bluff Street.

Please note, shuttle vans will be operating between Lots 3, 4 & 5 on Friday afternoon (3/2) and all day Saturday (3/3). Please share this with your team and parents. Wait in your car for the shuttle to arrive **There will be shuttle stop signs posted.**

When you arrive at Kettering to drop your robot Thursday or Friday, please go to the Registration Desk to get instructions where to drop your trailer. **No robot trailers will be allowed in Lot 3 overnight! Locked Trailer storage will be next the Campus Village Apartments off Cadillac & Bluff streets.**



VENUE RULES:

No food or drink allowed on the running track! This will be strictly enforced.

No bouncing on the track.

No crock pots, warmers or electrical appliances allowed in the Recreation Center

OTHER INFO:

The team normally has one area in the bleachers in which we all sit together. This includes family, friends, etc.

Any guest under 12 must be accompanied by an adult when in the Pit Area

All team members and guests entering the Pit Area or playing field (not the viewing areas) **MUST** wear safety glasses with side shields and close-toed/close-heel shoes.

FOOD INFORMATION

Per information given out at the beginning of the season at the mandatory Parent/Mentor meeting

- A plan is in place to provide meals and snacks for the team and anyone in attendance.
 - A **\$25 fee** is required for each person (student, mentor, attendee, etc.) wanting to participate in this plan to help cover the cost.
 - This covers **4 meals and basic snacks** during the duration of the competition.
Meals are: Thursday dinner, Friday lunch & dinner, Saturday lunch.
 - A form is posted in Slack and emailed to all parents/guardians to be filled out for participation in the plan. **This MUST be filled out by ALL team members (students & mentors) at least for a count.** (there will be a section to state whether you are participating or not)
Deadline to do so is **Sunday, March 3rd**. If you do not fill out the form, you will not be included in the count for meals & snacks.
 - Deadline for payment is **Monday, March 4th**.
 - It is not required to eat with the team utilizing this plan. If you choose not to do so, please plan accordingly. **For students** not participating: they should bring money for concessions, their own food and drinks or parents can bring it to them. Students will **NOT** be allowed to leave to go get food. It will also **NOT** be the Mentors responsibility to make sure students are covered food wise in this instance. For other team members not participating, please plan accordingly for your own food and drinks as well.
 - Students **MUST** eat regularly & stay hydrated!!! We can **NOT** be successful with hungry people! Please remind your student of this before and during the competition. (mentors will be enforcing this as well)
 - A section will usually be saved for the team in the designated eating area at each event.
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MENU FOR KETTERING MEAL/SNACK PLAN:

Snacks available during the competition: Fresh fruit, chips, granola bars, crackers

Thursday Dinner: Hungry Howies - pizza, breadsticks & salad

Friday Lunch: Tacos - make your own

Friday Dinner: Culvers - burger & fries

Saturday Lunch: Meijer - Chicken tenders, mac & cheese

Saturday Team Dinner after the event - TBD - Buffalo Wild Wings in Lapeer if we have one. (determination will be made Saturday after finals & posted in Slack for a count)

Please have students bring money of possible, however, the team will cover any who cannot pay - STUDENTS ONLY.

All are welcome, but must pay for their own food, including mentors.

***Donations of water, Gatorade and snacks are always welcome to help cut cost as the meal plan fee does not always completely cover total cost.**

If donating, please drop off items to CFI by **Tuesday, March 5th** during our regular meeting time. (6-8pm)

TEAM MEAL RULES:

- When given a time break for lunch, everyone goes to eat.
- If there is not a break (i.e. dinner), the team will eat in shifts. This is to be sure our seats in the stands are saved.
- It **WILL** be enforced that Drive Team eats & food brought closer to them if necessary. (per the venue/event)
- **Clean up after yourselves**. Do **NOT** leave the eating area a mess.
- Please label anything you bring from home that is just yours specifically.

BEHAVIOR EXPECTATIONS

- Students are expected to be on their best behavior at all events and must adhere to the Basics Expectations form which was signed. Students should remain respectful and act in a professional manner. (yet have fun!) **Remember that judges are always watching!**
- Any issues that come up will be dealt with immediately and if major, can result in dismissal from the competition. If this occurs, the parent/guardian will be asked to come pick up the student. No refund of any costs will be given to for a team member being sent home due to inappropriate behavior. (i.e. meal costs)
- Parents, friends & family are also expected to behave in a manner that reflects Gracious Professionalism and represents our team in a positive way. Guests behaving inappropriately will be asked to leave.
- While at the competition all team members are expected to dedicate their time and energy to the efforts of the team. Electronic devices should **NOT** be brought to the event for recreational use. Phone usage should be reserved for team communications or emergencies. Team members should not be sleeping in the stands or public areas. Students are expected to be in the stands during our matches sitting in our area unless their job requires them to be elsewhere. (i.e. drive team or scouters if in another area)
- Students may **NOT** go outside the venue (including the parking lot) without permission from Jon, Bernadette or Scott and **MUST** be accompanied by an adult mentor or parent when exiting the venue.
- Students must use the buddy system the entire time. **No** going anywhere on your own. Let mentors know where you are going. **NO** wandering!
- **Team members are responsible for what they bring.** Please keep an eye on your things. Label items with your name. It will **NOT** be the responsibility of the Mentors to help you recover lost items.

TEAM APPAREL RULES

- Team members (students & mentors) **MUST** wear team apparel at ALL times. You may wear long sleeves UNDER your t-shirt. You should be fully recognizable as a member of our team!
- Appropriate and clean pants/capris/shorts or skirts may be worn. Leggings are **NOT** pants. If worn, your shirt must cover your backside!
- If wearing a hat, it should be a Team 1684 one.
- Shirts: **THURSDAY: 2019 Theme FRIDAY: 2019 Sponsor back SATURDAY: Polo with name**
- Word of advice: write your name on the label of your sweatshirt and track jacket. These often get set down in the stands and lost!

DRIVE GROUPS

- With every event we have Drive Groups. (even overnight stay events) Students will be assigned a Drive Group in which they stay in for the duration of the event. This will consist of at least one mentor driving them to and from the venue or hotel.
- Students **MUST** report to their Drive Group mentor at the end of each day. Stay with your Drive Group while exiting the venue!
- If a student's parent would like to bring them home at the end of the event, the PARENT must speak to Bernadette or Jon. This is to ensure we have all students accounted for.
- The team will use Slack to confirm all information with Drive Groups. If you are the mentor heading a Drive Group, be sure utilize this!

COMMUNICATION AT THE EVENT

- Team members (mentors & students) will use Slack during the event. (as long as there is adequate cell service) Members should have notifications turned **ON** during the event and check it regularly. **#birdchat is the channel that will be used for most communication.**
- Students must communicate with mentors in charge of their whereabouts.