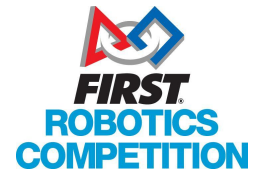




Truck Town Thunder Robotics



2019 Gull Lake District Competition Information
Gary Fenn- Team Leader – gary.r.fenn@gm.com
Cell: 586-623-2879

Greetings Team,

This year the team will be traveling to the *FIRST* Gull Lake District Competition in Richland, MI. Thank you to the students, mentors, parents, friends, and family that have made this a successful build season thus far. We are all anxious to see how the team competes and how our robot performs. Over the years, the team has compiled a packet of information regarding event travel. Please make sure that both students and parents review and understand this information prior to travel. Go Truck!

Event Details:

Travel Information

1. The team will be travelling to the Gull Lake Event via Parent/Mentor drivers. No students are allowed to drive themselves!
2. The team will travel in two groups. The competition team is typically made up of Drive Team, Pit Crew, Safety Captain and Scouting Lead and will travel directly to Gull Lake HS to unload equipment and set up the pits on Thursday afternoon. The remainder of the team will also leave Thursday afternoon, travel directly to the hotel, and check in to their rooms.
3. The address of the event is: Gull Lake High School, 7753 N 34th St, Richland, MI 49083
4. The address of the hotel is: Holiday Inn Express & Suites Kalamazoo, 3630 Cork Street, Kalamazoo, MI 49001, phone #: 269-373-0770
5. There will be a signup genius for students to sign up for rides for the various legs of the travel event.
6. Parents, friends, or other family members may not transport any student (including their own student) unless signed up to do so. All student team members are expected to ride with their assigned team ride at all times.
7. Student team members who plan to leave their vehicle at the school during the trip will need to park their vehicles in the student parking lot, as Friday the 15th is a normal school day at BHS.
8. There will be a team dinner after the competition on Saturday evening. Parents wishing to drive their own students home after the team dinner are welcome to do so with prior approval by the ride coordinator.
9. Upon returning to Brandon High School on Saturday evening, students requiring transportation to his/her home after the competition should have a ride waiting for him/her in the parking lot at the designated time. Students will be allowed to use their cell phones to call as we are getting close to the building.

Tentative Schedule of Events

Thursday, March 14, 2019 (EST)

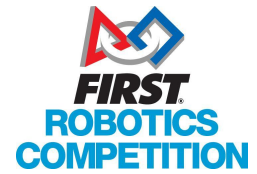
7:00 AM – Students arrive at school with their travel bags packed, and drop off travel bags to T3 parent on site
7:25 AM – Students should go to school
2:30 PM – All students, adult drivers and mentors meet at Brandon High School wood shop, students pick up travel bags
2:45 PM – Competition team departs BHS for Gull Lake HS (2hr 15 min travel time)
2:45 PM – Non Comp team departs BHS for Holiday Inn Express Kalamazoo (2hr travel time)
4:45 PM – Non Comp team arrives at Holiday Inn Express, check in
5:00 PM – Competition team arrives at Gull Lake HS. Trailer unload, Pit setup and team registration
5:00 PM – Pits Open
6:00 PM – Godfathers Pizza dinner at Holiday Inn Express commons area for Non Comp Team
6:30 PM – Godfathers Pizza dinner delivered to Competition Team at Gull Lake HS
7:00 PM – Free time for Non Comp Team
10:00 PM – Pits Close, Competition team departs Gull Lake HS
10:30 PM – Competition team arrives at Holiday Inn Express, check in
11:30 PM – Lights Out

Friday, March 15, 2019 (EST)

6:00 AM – Wake Up, Get Ready
6:45 AM – Team breakfast in hotel commons area. Bring your needs for the day. Will not be going back to the rooms.
7:30 AM - Team departs for Gull Lake HS



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8:00 AM – Team arrives at Gull Lake HS, Pits Open
10:30 AM – Opening Ceremonies
11:00 AM – Matches begin
1:00 PM – Lunch on site @ HS
2:00 PM – Matches resume
7:00 PM – Matches end
7:00 PM – Taco Bar Dinner and Social @ Gull Lake HS
8:00 PM – Pits Close (or 1 hr after end of matches)
8:30 PM – Team Departs for Holiday Inn Express
9:00 PM – Free time / Strategy Discussion for competition team in conference room
11:00 PM – Lights Out

Saturday, March 15, 2019 (EST)

6:00 AM – Wake Up, Get Ready
6:30 AM – Room Check. Have all your belongings packed and ready to go.
6:45 AM – Team breakfast in hotel commons area (**bring personal belongings to breakfast**)
7:30 AM - Team departs for Gull Lake HS (**We will not be returning to the hotel**)
8:00 AM – Team arrives at Gull Lake HS, Pits Open
9:00 AM – Opening Ceremonies
9:30 AM – Matches begin
12:30 – Alliance Selections
1:00 PM – Lunch
2:00 PM – Elimination matches begin
5:00 PM – Matches end, Awards Begin
6:30 – Pits Close
6:30 – Team departs for dinner, The Crew Restaurant, 3810 East Cork Street, Kalamazoo, MI 49001
7:00 PM – Team Dinner
8:30 PM – Team departs for BHS
10:30 PM – Arrive at BHS

Medical Requirements

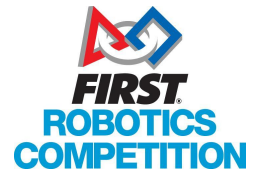
1. Per school policy, any student requiring medication (both prescription and nonprescription) during the competition or travel timeframe must fill out a medical authorization form and return it to Mr. Fenn on or before departure. **DO NOT PACK ANY MEDICINE IN YOUR BAGS.** All medication must be delivered to Mrs. Dubiel in its original container which is enclosed in a zip-seal bag that is clearly labeled with the Student's name and dosing instructions. Students may not self-administer ANY medication. The authorization form can be found at: <https://drive.google.com/file/d/0ByI6eoVBZt5geU1rTjRDTmtseVE/view>

Meal Information

1. Students will need to contribute \$20.00 for meals. These funds will pay for Thursday dinner, Friday lunch and dinner, as well as Saturday lunch. Breakfast on Friday and Saturday morning is complimentary and will be at the hotel. Meal \$ is **DUE THURSDAY MARCH 7th**
2. Students will also need to bring \$15.00-\$20.00 for dinner on Saturday. Saturday dinner will be at The Crew Restaurant 3810 East Cork Street, Kalamazoo, MI 49001, and each student will pay for his or her own meal, with the team picking up the tip.
3. The restaurant menu is available at <https://www.thecrewrestaurantandbakery.com/>
4. Mentors travelling with the team will also need to contribute \$20.00 for meals. **DUE THURSDAY MARCH 7th**
5. The team will provide snacks for the team during the event.
6. There will be concessions on site, for any students wishing to purchase additional food with their own money.
7. Any family or friends attending the competition, who wish to eat with the team, must pay for their own meals. Please contact Dawn Levers at Leversdawn@gmail.com if you want to eat with the team. The cost per family member, per



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meal is \$5. The team is not be responsible for the cost of a non-team member's meal. Family meal money is **due March 7th**.

Uniform Guidelines:

1. Students and Team Mentors should wear the Team shirts provided. Shirts should be professional in appearance and clean. A blue/white long-sleeve shirt may be worn underneath, or Students and Team Mentors may wear a Team track jacket, sweatshirt or jacket as an outer layer.
2. To ensure a uniform Team appearance, please use the following schedule:
 - **Thursday** – 2019 Blue Travel T-shirt shirt;
 - **Friday** – 2019 Blue Mechanics Shirt with black slacks or black jeans (no holes in pants). Team members are to wear tennis shoes with their uniform.
 - **Saturday** – 2019 Blue Sponsor Logo Competition T-Shirt. Jeans/Khaki pants (no holes in pants) Team members are to wear tennis shoes with their uniform.
3. Students, Team Mentors, and any guests in attendance must wear closed-toe tennis shoes in the Pit Area or on the field. Sandals, open toed shoes and Crocs are strictly forbidden during competition.
3. All Team Members are responsible for wearing safety glasses in the pits at all times.
4. While in the Pit Area, all Students, Team Mentors and Guests in attendance must wear safety glasses and 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/Travel Policies:

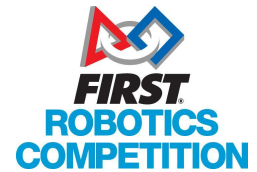
Behavior Expectations:

1. Any Student who does not attend the competition **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 Handbook Guidelines. Per this agreement, any behavior or action(s) deemed inappropriate or detrimental to the team (at the discretion of advisory board), will result in the student's immediate dismissal from the competition. The team will not be responsible for transporting the student home; he/she must be picked up by his/her 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, family and other guests in attendance are expected to behave in a manner that reflects Gracious Professionalism and represents FIRST Team 68, Brandon High School, and T3 sponsors in a positive way. Any guests behaving inappropriately may be asked to leave.
4. Each morning as they check-in with Mr. Fenn, students will receive a schedule of team responsibilities. 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.
5. Students may not go outside/outdoors of the competition venue unless he/she has checked out with Mr. Fenn, and is accompanied by a Team Mentor (note: parents of students on the Team are not always considered mentors. Please check with Mr. Fenn).
6. Devices that use Headphones, Earbuds, etc. will not be allowed in the pit area or on the Field, due to safety hazards.
7. Personal and/or valuable items should be left at home during the competition. The Team is not responsible for these items, should they be lost or stolen (this applies to the competition site as well as the hotel).
8. Large bags and backpacks should not be brought to the competition site. These items should be left at home or in the hotel room(s). Any student bringing a purse/bag to competition is responsible for that item.
9. Students should use the "Team Buddy System" at all times. Students not using the "Team Buddy System" will receive one warning from Mr. Fenn, and on the second offense, the student's parents will be called and the student will be sent home. We have a Zero Tolerance Policy on this. Lights out may be adjusted if team members are having trouble following this policy.
10. Parents wanting to walk around with their student team member during the event need to remember that their child must have another team member with them at all times and be in compliance with the "Team Buddy System".



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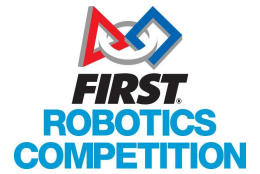
11. ALL team members have responsibilities to help the team perform at competitions and students will be expected to be at their assigned post when they are scheduled. Violation of this policy could be detrimental to the team competing.
12. Running is not permitted anywhere inside the event facility or hotel. 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.
13. 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.

Overnight/Hotel Information:

10. Truck Town Thunder Robotics team will be staying overnight at Holiday Inn Express & Suites Kalamazoo, 3630 Cork Street, Kalamazoo, MI 49001, phone #: 269-373-0770
11. Family and friends wishing to reserve a room may do so at their own expense The Truck Town Thunder Robotics Team will not be responsible for reservations and/or payment of hotel rooms of family and/or friends.
12. When students report to the designated meeting spot for breakfast, he/she should be ready for departure, and should NOT plan on returning to his/her room prior to departure for the competition at the end of the day.
13. On Saturday morning, students should be packed and ready for check-out prior to breakfast 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 bathtub, 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 check-out.
14. Each room will have two (2) beds, and will have three (3) 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 Mr. Fenn.
15. 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 hotel lobby during operational hours, hallways, pool area, etc.) 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 Mr. Fenn, and gain permission to go to a specific area, *before* going to their chosen location.
16. Students may not go outside of the hotel at any point in time, unless he/she checks out with Mr. Fenn, AND is accompanied by a Team Mentor/Advisor.
17. All students will be expected to remain in their assigned rooms once the room check is performed at 11:00pm. Any student outside of their assigned room at this time (and any time during the night) will be sent home without a warning (aside from a case of emergency).



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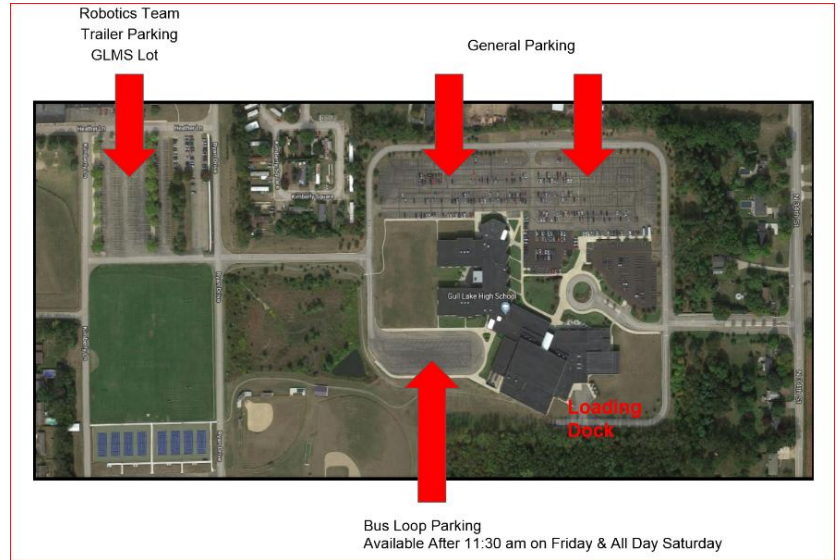


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Team Parking:

Please note that school is in session for ½ day at Gull Lake HS on Friday morning. Team parking for both large vehicles, trailers, and daily parking will be at the middle school lot as indicated on the map to the right. Do not park in the bus loop parking lot before 11:30 AM on Friday AM.

Passenger vehicle parking will be available all day in the general parking lot as noted.



Questions While at the Competition

The team leadership has split up duties while we are Gull Lake in order to better streamline questions. The following adults will be concentrating in these areas. Also, there are students assigned in all of these areas and are responsible for knowing their area. If there are questions, please use the following for reference:

- Food/Meals** – Mrs. Levers
- Schedule** - Mrs. Dubiel
- Agenda** – Mrs. Dubiel
- Buddy Rules** – Mr. Fenn

- Medication** – Mr. Fenn
- Pits/Robot/Trailer** –Mr. Fenn
- Drive Team/Team Strategy** – Mr. Ratliff
- Media Coordination** – Mrs. Dubiel
- Room Assignments** – Mrs. Levers

Suggested items to Pack for Gull Lake

Clothing:

- Safety glasses
- Pajamas
- Jeans or khakis
- Truck uniform (see agenda)
- Underthings
- Jacket/sweatshirt
- Socks
- Shoes
- Belt or suspenders
- Swimsuit
- Safety Glasses
- Safety Glasses
- Safety Glasses...get it?

Travel:

- Snacks
- Headphones
- Books
- Homework
- Travel Kleenex
- Phone Charger
- Small Backpack

Bathroom:

- Toothbrush
- Toothpaste
- Deodorant
- Hair brush
- Mouthwash
- Shampoo
- Conditioner
- Razor
- Hand sanitizer
- Hair ties (for Long Hair)