



# Parent Handbook

*“...to transform our culture by creating a world where science and technology are celebrated and where young people dream of becoming science and technology leaders.” — Dean Kamen, Founder*



## Welcome to HTHNC Robotics

We are a FIRST Robotics Competition (FRC) team known as FRC 4419 Team Rewind. The team was founded in 2019 by 8 students and seven mentors at High Tech High North County. Our goal is to bring STEM-based experiences to a diverse group of 9-12 grade students, build a competition robot, win lots of awards and have FUN!

## Team Rewind Boosters

Your child's membership on the team makes you an important part of HTHNC Robotics. Boosters are parents, family members, sponsors, school staff, and those in the community passionate about supporting HTHNC's robotics program. This handbook is a guide to help parents understand their roles as boosters as well as the important functions of the team and its leaders.

Boosters work with team leadership, school administration, staff and mentors to provide support to any non-robot specific areas of need. Boosters can work independently or serve on committees for outreach, fundraising, sponsorship, grants, travel, and hospitality. Please think about how you would like to serve the team.

## Mentors

We are a mentor-based team as defined by FIRST. Mentors volunteer their time and expertise to support the team in specific areas from marketing, finance, graphic design, engineering and everything in between. They work closely with students and are considered members of the team. Mentors are comprised of calm, respectful adults who may be college students, full time career engineers, and/ or business professionals. Parents may become a mentor in an area they have the expertise. Background checks and youth protection training is required for all mentors.

# Student Leadership Roles and Team Divisions

Leadership roles change and evolve each year but the main roles generally stay the same from year to year:

**Team Captain** - Works closely with Mentors to oversee all team operations, both engineering and non-engineering.

**Engineering Lead** - Manages the team’s FRC robot and related engineering products and training. The Eng Lead oversees a tribe of sub-leads working on projects related to the production of a competitive FRC robot.

**Business Lead** - Manages the team’s finances, business operations, and community outreach products including its events, business plan and logistics.

**Branding Lead** - PR/marketing documentation, award applications, team website, newsletter, social media, and apparel.

## Year-at-a-Glance

FALL SEASON		SPRING SEASON	
Outreach & FRC Training		FRC Build & Competition	
<i>August</i>	Team Recruitment	<i>Jan</i>	FRC Kickoff & game reveal (First Sat in January) FRC Build begins Teams meeting several days / week
<i>Sept</i>	Provisional Membership Parent Meeting	<i>Feb</i>	FRC Competition build continues Meet several days / week
<i>October</i>	Outreach Events Fundraising 1 meeting / week	<i>March</i>	FRC Local Competition Week 2 2 meetings / week
<i>November</i>	FRC Prep and Training 2 meetings / week	<i>April</i>	FRC Competition travel (AVR) FIRST Championship in Houston
<i>December</i>	Calm before the Storm 2 meetings / week	<i>May</i>	New leadership election End of year celebration

## Parent Communication, Forms & Dues

Team updates and general information is posted on the PARENT INFO PAGE of the Team Rewind website (still under construction). We want to emphasise students are responsible for checking team information pages and communicating with parents.

The team uses several methods of communication in an effort to keep everyone up to date! The team employs a private Discord server that will include communication and updates on activities. We also offer a semi-maintained Facebook and Instagram pages to post team public relations, marketing and general news.

## Team Member Required Forms & Fees

1. FIRST Registration and Signed Consent & Release Form [HERE](#) (ALL TEAM MEMBERS)

2. Once Student and Parent are registered, email [mike@hallack.com](mailto:mike@hallack.com) with the email used to create an account and an invitation to join the team will be created and returned to you.

2. Student Contract & Parent Waiver LINK (ALL TEAM MEMBERS)

Under construction...Yes, we know it's not a perfect system...Johnnie will be working with students this month to develop the website. If you want to volunteer to help, please email mike :)

3. Parent Volunteer Interest - Please email [mike@hallack.com](mailto:mike@hallack.com) to determine your interest level

4. Team Membership is \$TBD and can be paid via the Team Rewind website (again, not build yet) Please send check/cash with student to next meeting. The membership fee is a recommended donation and should not deter any student from participating. No student will be denied participation on the team due to an inability to pay Membership fee. Please speak with Johnnie or Mike to discuss the team scholarship application process.

## Kick off – Now what?

Once the game is released on the first Saturday of January, the team has 6 weeks to plan and build the robot. The school will be open after school most weekdays and Saturday and Sunday. School always comes first and we do encourage team members to pay attention to their homework, but it is up to students and their parents to decide what that means. Meals are often brought to the room by families. Sign up for meals is on the team google drive (see lead mentor for access).

## Competitions

We have registered for 2 tournaments.

- 1) Del Mar Regional - Early March
- 2) AVR - Late March

Both tournaments follow the same format. Load-in the robot and pit on Wednesday night, practice on Thursday and qualification matches on Friday and Saturday. Alliance selections on Saturday late morning and for those that qualify – finals are played Saturday afternoon. All tournaments are free and open to the public – we would love to have you join us! All fully registered students are welcome to attend tournaments. Our travel costs are usually about \$200 to \$300 for AVR. If the team wins the tournament or select awards at the tournament, they may be eligible to attend The World Championship will be held in Houston from April 15 to April 18.

## Helpful Links

Team Rewind Website (Underconstruction)

[FIRST Robotics \(all about FIRST!\)](#)

[Team Rewind Instagram](#) @frc4419TeamRewind

Team Rewind Google Drive (see Team Leadership for access)

Team Rewind Discord (see Team Leadership for access)

[Team Rewind Facebook](#) @frc4419TeamRewind

## How else can you support the Team? Sponsor or Donate!

Donate by becoming a sponsor! Our entry level sponsorship starts at \$250 but any and all donations will be accepted. We also accept in-kind donations of gift cards, food, computers and equipment.

## Team Leadership

Thank you for your commitment as a Rewind Parent to support the students and team in the coming season!

Lead Mentor - Mike Hallack / [mentormike@hallack.com](mailto:mentormike@hallack.com)

Faculty Advisor - Caroline Sailor / [csailor@hightechhigh.org](mailto:csailor@hightechhigh.org)