# **IMPORTANT INFORMATION FOR STUDENTS AND PARENTS**

2023-2024 SEASON

 Mrs. Calef is the head coach of the TJ2 team. You can contact her at lcalef@bridge-rayn.org. Ms. Jerome is in charge of administration and will be responsible for handing paperwork, maintaining team records, collecting fundraising, and team ranking. If you have team questions, you may reach her by email at: vjerome@bridge-rayn.org or she can be found in room H103.

 It is necessary for every student member to have access to slack (an app), email, and our Google Classroom. This is the main way we correspond. It is important that you check your Google classroom ***daily*** for any current updates. Our Google Classroom join code is **sfbsrib**. If you do not have access to Google Classroom, see Ms. Jerome.

 Parents are updated through our parent slack (similar to the team app, but the students are not in this communication channel. We will invite parents using the email addresses that you provide on the student registration sheet (submitted digitally via Google Classroom). We will be conducting a 2nd informational night intended for parents of new members. Parents of veteran members are also welcome. You can offer insight as well suggestions to our new parents. This will be held on Wednesday, 9/20/23, at 7pm in Rm H103.

Team meetings are held every other Friday\*\*, following the close of school in Ms. Jerome’s room, H103. These meetings are ***mandatory*** and if you are unable to attend a team meeting you are expected to inform Ms. Jerome prior to the meeting. When there is a conflict, we expect you to come briefly to the meeting, sign in, and pick up agenda, other necessary paperwork/notices, and stay as long as you can. If you have more than 3 unexcused absences, then your commitment to the team will be questioned and dealt with. It will be your responsibility to pick up a copy of the agenda, etc. on the next regular school day and to check on any important information you may have missed. The team calendar is located here: [www.tj2.org/calendar](http://www.tj2.org/calendar)

 **Other mandatory team meeting dates:**

* · Student / Parent Information Night to kick-off season (Wed, September 13, 2023, 7pm)
* · Set up for auction (Thurs, November 30, 2023 right after school)
* · The annual dinner auction (Fri, December 1, 2023, all evening - hours TBA)
* · FIRST kick-off (Saturday, January 6, 2024 noon-5pm)
* · Design Day (Sunday, January 7, 2024 noon to 3pm)

**Please refer to the team calendar at** [**www.tj2.org/calendar**](http://www.tj2.org/calendar) **for specific times and dates for all meetings**

 ***Team Ranking:***

 Points are awarded to students for their participation on the team and go towards a student’s ranking. Ranking is used, among other things, to determine eligibility to attend competitions, and is considered in the awarding of team scholarships.

 **Points will be given as follows**:

1. **Attendance at team meetings**
* **In attendance**: 50 points
* **Excused Absence**: 25 points
* **Unexcused Absence**: 0 points

 \*\*\*Attendance at the FIRST Kick-off on 1/6/2024 and Design Day on 1/7/2024 are so important, that students will receive 200 points for attendance for each day.

1. **Hours earned at group meetings**

Students can earn hours by attending group meetings, which occur on a regular basis during the week. These are our specialty groups (build, art, etc.). Students are to keep track of their hours using the Hours Form. Students earn 10 points for each hour that they put into a group, towards his/her ranking. This year hours earned toward outreach and build room clean-up will count as double hours. New members are required to complete 20 hours prior to 1/6/24.

It is important that students maintain good grades and are in good standing with their teachers. We track each student’s academic progress by requiring that they submit copies of each progress report (screenshot of your grades at that time)and report cards. We uphold the same standards set by the MIAA for athletes and feel that academics are of prime importance.

 Note: For any forms that must be turned in, due dates are final dates. Any paperwork can be turned in early and we encourage students to do so. There will be penalties for paperwork turned in late. In some instances, selection to the travel team will be jeopardized as a result of paperwork either being turned in late or not at all. There is a tray in Ms. Jerome’s room (H 103).

 **Points awarded for paperwork will be given as follows**:

* Forms turned in on time: 50 points
* Forms turned in up to 2 weeks late: 25 points
* After 2 weeks late: 0 points, but still must be turned in to maintain team membership.

 **Please Note: 10/27 will be the final day we will accept students on the team**

**Fundraising**: a student is expected to raise a minimum of $400 to be a member of the team and $700 to be a member of the travel team by **1/6/2024**. Students are welcome to approach the team for financial help, but these requests must be made before **1/6/2024**. The following methods of fundraising will be used:

A. **Business sponsors:** students approach a business for money or in kind services; a list of local businesses that have donated in the past will be kept in **the blue binder** in Ms. Jerome’s room (H103). Students may sign up to approach five businesses at a time.

B. **Canal Day:** a student will get sponsors for each mile they walk, ride a bike, rollerblade, etc. along the Cape Cod Canal. This event will be held Oct 1, 2023.

C. **Dinner/Auction**: each student is required to turn in a minimum of one donation to our auction that has a value of at least $25 by **November 17, 2023**. There is no maximum number of items that a student may turn in. Students will earn 100 points towards ranking for the one mandatory item and 50 points for up to 5 additional auction items valued at $25 or more. Students will earn dollar credit for silent auction items, based on the actual amount the item sells for. Students will receive $1 credit for Raffle auction items, based on the number of raffle tickets turned in for that item….$1/raffle ticket. Students will be required to sell a minimum of 2 tickets to the dinner/auction to adults (21 and over) and will receive bonus credit ($5) for each ticket sold after that. This will go towards their fundraising. This year’s dinner auction will be Friday, December 1, 2023.

D. **Donations in kind:** if there is a parent that has a business that can donate an item or a service that the team would have to pay for, then the credit will go towards a student’s fundraising. For example, if your family owned a pizza shop and donated $200 in pizzas for a TJ2 event, then the student would receive $200 credit towards fund raising.

***Note****: All checks are to be made out to* ***FOTJ2R****, not TJ2.*

 **This stands for Friends of TJ2 Robotics, a 501c3 non-profit organization whose mission is to support TJ2 Robotics.**

If a student is actively and avidly participating in group meetings and activities but struggling to fundraise, mentors will work actively with that student to help them meet their fundraising requirements.

**Travel capacity depends on team total fundraising, as student fundraising does not cover all team travel expenses. Travel team may vary from event to event due to such expenses as hotel and air travel. Please be attentive to ranking and how it is calculated.**

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| **Eligibility Requirements for Team and Travel**  |
|  | **Team** | **Travel** |
| All mandatory forms turned in and complete | **X** | **X** |
| Attendance at mandatory team meetings | **X** | **X** |
| In good academic standing as determined by student's teachers | **X** | **X** |
| $400 fundraising completed by 1/6/2024**\*** | **X** |  |
| $700 fundraising completed by 1/6/2024**\*** |  | **X** |
| Hours by 1/6/2024: 30 hrs. for veterans; 20 hrs. for new members | **X** | **X** |
| Sale of 2 tickets to auction by 11/17/23 | **X** | **X** |
| Auction item ASAP, but no later than 11/17/23 | **X** | **X** |
| TIMS Registration through www.firstinspires.org | **X** | **X** |

**\*Team assistance may be available, but requests must be made by 1/6/2024**