

Team BEAN 1833

Student Handbook



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Section 1: The Team

1.1 Team 1833

1.1.1 About the Team

Team 1833 operates under Forsyth Robotics, Inc., a 501(c)(3). Their mission is “*To provide a STEM (Science, Technology, Engineering, and Math) opportunity to high school-aged students in the community through participation in For Inspiration and Recognition of Science and Technology (FIRST) programs.*” It is through their generosity and effort that we are able to function as a FIRST Robotics Competition (FRC) team.

Through competition, we aim to teach our members about robot design and construction as well as interpersonal skills. There are many opportunities within FRC for students to display their proficiency and passion in such skills and use them for the benefit of the team through the creation of a competitive robot, actual gameplay, collaboration with other teams, and representing Team 1833 in front of judges. Our program focuses on creating a hands-on learning environment, maintaining a competitive poise in competitive arenas, and continuously working to amplify the reach and impact of STEM within our community.

In order to spread STEM, our team engages in many outreach events. These events bring education opportunities to a wide range of students around our community, and they are only made possible through student-volunteering. Each member of Team BEAN is required to complete a total of 25 outreach hours through the team. Outside service hours are not acceptable replacements.

We pride ourselves on being student-led and mentor-driven, meaning students get to work alongside industry professionals while developing their technical and non-technical skills. Our mentors are often returning FRC alumni and have many years of experience that help them guide the team, inspire students in STEM and non-STEM fields, and transform students into leaders.

1.1.2 Team History

Team 1833 was founded in June 2024 but has roots going all the way back to 2006. Team 1833 was formed as the result of a team split from Team 1746 and maintains a shared history with the team through the end of the 2024 season. As the demands and logistics of the team grew and diversified, it was determined that splitting into two distinct teams would allow for more focused efforts.

Team BEAN continues to build on the established foundation of collaboration, innovation, and a shared commitment to achieving goals. Our experience has been instrumental in developing our team culture which contributes to our success, knowing how to develop the necessary resources to support our program, and establishing a pursuit of competitive excellence.

These efforts have resulted in amazing competitive outcomes.

- District championship in 2017
- Finished as a division finalist at world championship in 2019
- Einstein field finish at world champs in 2023

We are most proud to continue the past traditions that were built and are thrilled that many of the team's mentors have joined us to carry on that effort with Team BEAN.

In 2025, Team BEAN continued to excel. During our first competitive season, under our new name, we achieved many significant milestones.

- Finalists in our first district qualifying competition
- Champions at our second district qualifying competition
- Champions at the Peachtree District Championship
- Competing at the world level competition in the Daly Division
- We also won the Imagery Award, Creativity Award, and Industrial Design Award

The team's branding of sharing bean sprout hair clips with other FRC teams and shirt design were also successful, spreading the team's name across the world.

In 2026, Team BEAN continued to shine. We were champions at both of our district qualifying events and our District Championship. We competed at the World Championships where we finished as Finalists of the Newton Division.

Going into the next season, Team BEAN hopes to continue to succeed, enriching and invigorating our students through building robots.

1.1.3 Team Eligibility

FRC is only offered for students in grades 9-12. Students must not have completed high school, secondary school, or equivalent level as of September 1st prior to kick-off. A student who does not fall under the correct grade level is not allowed to join Team 1833.

All students are expected to go through the application process each year regardless of previous eligibility and membership.

1.1.4 Mission Statement

To provide an opportunity for students in Forsyth County - regardless of background or experience - with the tools, confidence, and community to become the next generation of supportive leaders and innovative problem solvers.

1.1.5 Vision Statement

Team BEAN pursues our vision by creating a space where students can sprout their technical and interpersonal skills alongside industry mentors. We cultivate a welcoming, collaborative environment and use our pursuit of competitive excellence to grow students into leaders and problem solvers.

1 1.6 Motto

What's next?

As educators, we hope for our students to continuously pursue knowledge and excellence, to never be satisfied with where they are when there is somewhere to go. Our motto stays with us throughout the season, pushing our students to the next level, next step, and next idea.

1.2 FIRST

FIRST® is an international organization, dedicated to the inspiration and education of young minds in STEM (science, technology, engineering, and mathematics). This organization is made up of robotics programs for age groups including primary schoolers in the Junior LEGO® League and FIRST Tech Challenge, and secondary schoolers in the FIRST® Robotics Competition. With games changing annually, each program provides a new challenge in the design and execution of a brand-new student-built robot. For more information, visit [FIRST®'s website](#).

1.2.1 Competition Structure

Team 1833 is part of the Peachtree District of FRC which consists of Georgia teams. Generally, FRC teams in a given district compete in two district competitions to qualify for the district championship through district points won during competitions. These same district points may qualify teams for the world championship. This point threshold is commonly met by winning the district championship, or through winning awards based on community impact.

1.2.2 Gracious Professionalism

A large part of the success of many teams, and FIRST itself, is its acute emphasis on teamwork and its vision to integrate Gracious Professionalism in all competitions. Dr. Woodie Flowers, a FIRST National Advisor, coined the term "Gracious Professionalism®." Gracious Professionalism is an integral part of FIRST's ethics. It encourages high-quality work, upholds the value of others, and respects individuals and communities. The website illustrates this mindset as follows, "*With Gracious Professionalism, fierce competition, and mutual gain are not separate notions. Gracious Professionals learn rigorously and compete vigorously, but treat one another with respect and kindness in the process. They avoid treating anyone like losers. No chest-thumping tough talk, but no sticky-sweet platitudes either. Knowledge, competition, and empathy are comfortably blended.*" In the long run, Gracious Professionalism is part of pursuing a meaningful life. One can add to society and enjoy the satisfaction of knowing one has acted with integrity and sensitivity.

Team 1833 is dedicated to emulating Gracious Professionalism both in and out of competition. Students and adults affiliated with our team are expected to remain respectful and always act with grace.

1.2.3 Coopertition

FIRST has coined the phrase Coopertition® which is defined as "*displaying unqualified kindness + respect in the face of fierce competition. Coopertition is founded on the concept and a philosophy that teams can and should help and cooperate with each other even as they compete. Coopertition involves learning from teammates. It's teaching teammates. It's learning from Mentors. And it is managing and being managed. Coopertition means competing always, but assisting and enabling others when you can.*"

1.2.4 Youth Protection Program

The purpose of the FIRST® Youth Protection Program (YPP) is to provide coaches, mentors, team members, guardians of team members, and others working with FIRST programs with information, guidelines, and procedures to create safe environments for FIRST participants.

The FIRST YPP sets minimum standards recommended for all FIRST activities. Adults working in FIRST programs must be knowledgeable of the standards set by the FIRST YPP, as well as those set by the school or organization hosting their team.

The FIRST YPP policy is designed to ensure the safety and well-being of youth participants in FIRST programs. Here are some of the main measures taken by FIRST and Team 1833 per this policy:

- Screening: All adults who work closely with youth in FIRST programs have passed screening, including criminal background checks.
- Training: Adults involved in FIRST programs must complete the YPP training provided by FIRST..
- Two-Adult Rule: At least two unrelated adults must be present with youth at all times during FIRST activities, including in online DMs.
- One-on-One Interactions: We avoid one-on-one interactions between adults and youth; if unavoidable, they should occur in open, observable spaces.
- Physical Contact: Appropriate physical contact guidelines are provided to ensure respectful and safe interactions.
- Communication: Guidelines for appropriate communication between adults and youth, including restrictions on private electronic communications.
- Travel: Specific rules for overnight stays and travel, including accommodation arrangements and supervision.
- Reporting: Mandatory reporting of any suspected abuse or policy violations.
- Prohibition of Retaliation: Protection for those who report concerns in good faith.
- Youth-to-Youth Conduct: Guidelines to prevent bullying, harassment, and inappropriate behavior among youth participants.
- Alcohol and Substances: Prohibition of alcohol, tobacco, and all illegal substances at youth events.
- Safety at FIRST Events: Specific safety measures for competitions and other FIRST-sponsored events.
- Parent/Guardian Involvement: Encouragement of legal guardian involvement and communication.
- Cybersecurity: Guidelines for protecting youth privacy and safety online.
- Inclusivity: Commitment to providing a safe and inclusive environment for all participants.

To review the full policy, visit “Youth Protection Program | FIRST (firstinspires.org)”

These policies are designed to create a safe environment for all participants while fostering the educational and collaborative spirit of FIRST programs. FIRST regularly updates these policies, so it's important to check the official FIRST website for the current requirements.

Section 2: Code of Conduct

2.1 Behavior

2.1.1 Everywhere

When students wear the team's logo, they are representing Team 1833, Forsyth Robotics, Inc., our community, and our sponsors. Students are expected to treat others with respect and kindness. Students are reminded that at the competition, what they say at any time may be overheard by a judge, parent, sponsor, potential sponsor, and members of other teams and must behave accordingly. Invited guests are expected to understand this and conduct themselves in the same respectful manner. As a team member, your actions and the actions of your guests directly represent and impact 1833's image.

Student behavior is subject to all local, state, and federal regulations with regard to bullying, harassment, discrimination, or other behavior that creates an unsafe or hostile team environment. Some examples include stealing, property damage, assault, etc. Team 1833 has a strict no-bullying or harassment policy which includes all forms of bullying (physical, verbal, online, etc.). This includes behavior at school, during practices, and in online spaces - whether or not those platforms or activities are officially team-sanctioned. Team members are required to follow team expectations.

Team 1833 bans all forms of drug/alcohol use and any form of nicotine product usage during team-related events. Students breaking this rule are subject to immediate suspension or expulsion from the team.

2.1.2 Practices

At practice, students must respect other students and all adults associated with Team 1833 and/or Forsyth Robotics, Inc. Students must also respect the workspace, equipment, and all property of the team (such as the robot, tool chest, and workspace).

A select number of practices will be mandatory. These include loading and unloading the trailer, any meeting where important information will be shared with the entire team, and any practice deemed important to where we need the entire team present. If you do not attend a mandatory practice you will receive 4 demerits.

You are responsible for your productivity and taking initiative during team practices. If you find yourself without a task, proactively reach out to a teammate or a mentor to find ways to contribute.

2.1.2.a Attendance/Tardies

Attendance is taken at every practice by each Sub Team Lead. Team 1833 splits practice times between sub-teams, and students are expected to be present for every sub-team meeting.

Team 1833 requires students to attend 50% of scheduled meetings from May through December (off season) and 80% of scheduled meetings from January until April (on-season).

Students are expected to notify their lead through Slack and with at least 24 hours notice of any absences, tardies, or early departures. Absences of over a week are expected to be communicated sooner. Informed absences still count against your attendance requirement.

Attendance criteria is as follows:

- Tardy is defined as arriving more than 10 minutes late to a scheduled practice. First tardy without 24+ hour notice = verbal or written warning. Tardiness of 30+ minutes may be treated as an absence.
- An early departure is leaving practice more than 15 minutes early without 24+ hour notice to a mentor or subteam lead. First early departure = a warning. Each subsequent time = 1 demerit
- Present
 - Students must be attentive and productive during practices to be counted as present. Attendance credit will count positively toward your overall attendance percentage.
- Notified Absence
 - If you know you will be absent ahead of time, notify your subteam lead or mentor at least 24 hours before the practice. By doing so, you will have the ability to make up for your absence. All notified absences still count against your attendance percentage.
- Absent Made Up Opportunity
 - For notified absences ONLY, you have the opportunity to make up your notified absence. If this opportunity is taken, your absence will be counted positively toward your attendance percentage. However, it is YOUR responsibility to ask your subteam lead or mentor how to make this up. Please see your subteam lead mentor for opportunities to make up absences.
- Absent Unnotified
 - Unnotified absences cannot be made up and will count against your attendance percentage.
- Unproductive or distracting other teammates
 - If you are not sufficiently productive or are distracting others during a practice, the subteam lead or mentor may mark you as

unproductive. You will receive a warning explaining the behavior that led to this designation so it can be corrected. Being marked unproductive will negatively affect your attendance percentage and cannot be made up.

Students are expected to stay up to date with all events regarding the team and their own sub-team.

If any personal issues arise during the season that might result in not attending practices, students are expected to inform their own subteam mentor.

2.1.2b Monthly Team Member Evaluations

Team BEAN 1833 conducts monthly performance evaluations to ensure students are meeting key performance indicators for learning. Attendance is a significant part of the learning process. Students who fail to maintain attendance requirements during the off season (50% during June-December) and on season (80% during January-April), will be notified, as well as their parents. If improvement is not made within 3 weeks, you may be dismissed from the team.

Behavior outside of attendance may also be taken into consideration when determining dismissal from the team. This can include unacceptable behavior in and outside of team meetings (including school), lack of initiative despite mentor effort, poor work ethic, negative contribution to team environment, and demerits earned based on the demerit system listed in Section 2.2.

Mentors will have a discussion with students who are not meeting the requirements necessary to remain on the team or have shown behavior that puts them in danger of being dismissed from the team. A student may be placed on a Performance Improvement Plan. If it is determined that a student should be dismissed from the team, a meeting will be held with the student and their parents. Their parents will receive an explanation of the dismissal and the student will be removed from the team Slack. Paid team fees will not be refunded.

2.1.2c During Team Meetings

Team members may not use their phones during meetings or team functions unless it is required for subteam work or explicitly approved by mentors. Unacceptable behavior includes, but is not limited to, playing games, using social media, or engaging in other distracting and unproductive activities. Students who continue to exhibit such behavior during practices may receive demerits and be sent home.

2.1.2d Mental Health Days

Team BEAN realizes that life can be hectic and tough with all the responsibilities high school students are expected to balance. The health of our students is always our first priority. To help with the stress, we offer the option of Mental Health Days. When needed, a student may choose to use a Mental Health Day. They may arrive late or not attend a practice. There is no specific defined reason to use a Mental Health Day. When this type of day is taken, no questions will be asked. However, if the use of this type of day becomes excessive, someone will speak with you and possibly your parents about your circumstances. You must notify your subteam lead with at least 24 hours notice when possible and the absence will be excused.

2.1.3 Online

In all online spaces whether within the team (such as Slack) or in public (such as Instagram, Discord, or Chief Delphi), students must exhibit Gracious Professionalism. Every member of the team must be humble, professional, and considerate. Students must not speak poorly of any team in any capacity, whether instigated or not. If incidents occur, they are encouraged to speak with a mentor. Students must also refrain from making discriminatory comments. Neither of these contribute to a healthy robotics team and are not welcome. In order to maintain professionalism, Team 1833 students may not post anything on any FRC-related social media platforms, including subreddits, FRC Discord servers, or any other social media without the approval of a mentor. This includes photographs or other information related in any way to Team BEAN, even if the information is thought to be public knowledge. Students may have a Chief Delphi account, but all posts and thread replies must be reviewed by a mentor before being shared.

2.1.4 Competitions

Team 1833 attends each competition from Load-In through the Closing Ceremony regardless of our performance. We may also volunteer to clean up the venue after the event which will delay our return. The expectation is to attend for the entire duration of the competition and stay with the team until the competition is over. You are not allowed to leave the competition early or to attend other events with family or friends until Team BEAN's role is fully complete at each competition.

2.1.4.a Subteam Roles and Responsibilities at Competitions

- Mechanical - The mechanical team is responsible for repairing the structure of the robot at competitions and completing a prematch checklist. Selected students will have pit roles and PRANK team roles.

- Programming - The programming team is responsible for making sure the software of the robot is functioning as expected and completing a prematch checklist. Selected students will have pit roles and PRANK team roles.
- Electrical - The electrical team is responsible for making sure the robot is able to run as expected, manage batteries, and complete a prematch checklist. Selected students will have pit roles and PRANK team roles.
- Business - The business team is responsible for completing interviews with judges and holding discussions with individuals who visit the pit. The business team representative must be able to discuss the Business Plan and Tech Binder. A business team representative must be available to be in the pit when needed.
- Scouting - The entire team will participate in scouting. All team members will be trained on the scouting process and are expected to fulfill the responsibilities of that training. Scouting rotations will be assigned before each competition.

2.1.4.b Safety During Competitions

For your safety, the buddy system will be implemented at all competitions. While attending district qualifying events or the district championship, you do not need a buddy as long as you are in the seating area, field area, or pit area of the venue. If you go outside of these areas, such as into a hallway or corridor or other area within the venue, you will need a buddy. If you are caught without a buddy, you will be assigned to a mentor or board member to sit with for the remainder of the competition or you will be sent home. You are not allowed to go outside of the venue without an adult. Demerits may be given at the discretion of the mentor or board member who sees you without your buddy. If you can not find a buddy, message a mentor or board member in slack and they will assist you. If you ever feel uncomfortable, or if an adult breaks any rules under YPP, please alert a mentor or legal guardian of Team 1833 right away.

In addition, please follow the following guidelines:

- Stay with the group. If you need to go anywhere, let the appropriate student lead or chaperone know.
- If you are needed and you are not present, it will reflect poorly on you.
- Always be respectful to other teams, event volunteers, parents, chaperones, mentors, and board members.
- Students should be in groups of at least two at all locations and venues.
- In all locations, students must clean up after themselves and be respectful of the space.
- Make sure to fulfill your role. Building friendships with students from other teams is encouraged; however, while scouting or performing other team tasks during competitions, avoid excessive socializing with Team BEAN members and others.

- Follow the dress code outlined in Section 2.2.
- While at the venue, remain within the venue.

Hotel Rules:

- Rooms are assigned based at the discretion of mentors and board members. Students must follow their room assignments and may not swap rooms without authorization.
- Students may not leave their designated room after curfew.
- Students may not enter the room of other team members or the opposite sex at any time.
- Students may only leave the hotel with an adult or granted permission from the Lead Mentor and Board member.
- Students may not go to the pool, gym, or other hotel facility without adult supervision.
- Students who receive a noise complaint may be separated from their roommates the following night.

Behavior concerns during competitions are taken seriously, as they may create immediate safety risks or negatively affect the team, its performance, and its reputation. If this happens, students may be asked to call a parent to come pick them up from the competition. When a parent has to pick up a student from a competition, the parent is responsible for the cost of this transportation. The decision to ask a student to leave any competition is at the discretion of the Mentors and Board Members. See 2.1.4.b for further details.

2.1.4.c Competition Eligibility

Students must participate during the practices to be allowed to attend a district competition. Students need to be proficient in various skills based on subteam training, safety, code of conduct, and use gracious professionalism. For detailed information regarding pit roles and how to earn them, please refer to the Pit Roles and Responsibilities document. Team 1833 will not bring students without adequate characteristics to a competition. We refuse to bring along any student without confidence that they will exhibit the appropriate behavior and skills expected by Team BEAN.

For a student to be allowed to attend the district championship, they must have fully attended and participated in a district competition beforehand. For a student to attend the world championship, they must first have fully attended and participated in a district competition and the district championship.

2.1.4.d Being Sent Home From a Competition

If it is determined that a student needs to be sent home from a competition for sickness or behavioral reasons, the cost of returning the student home is the responsibility of the parent of that student. If Team BEAN and FRI have to cover the cost of a student being sent home, the parents will receive a 25% additional surcharge in addition to the cost of returning the student home.

FRI Board Members and Mentors reserve the right to determine whether a student should be sent home from a competition if circumstances warrant such action. If a student is sent home from a competition for **disciplinary** reasons, that student may be dismissed from the team.

The following are some of the reasons you may be sent home from a competition:

- Sickness that interferes with students performing competition duties
- Wandering away from the event area. The event area is defined as the playing field, pits, and spectator seating.
- Not wearing visible BEAN apparel
- Not using the Buddy System
- Receiving a behavioral complaint from the event organizer or FIRST
- Any complaint from the hotel
- Unauthorized purchase on hotel rooms
- Disrespect towards mentors and chaperones, including but not limited to:
 - Yelling at or speaking disrespectfully to any adult
 - Refusing to fulfill or poorly completing competition duties because you don't want to do it or disagree with the Mentor's decision
 - Posting messages with the intent to criticize, challenge, or undermine a mentor or chaperone.

2.1.5 Outreach

Students are expected to complete 25 outreach hours between the months of June and February. Failure to do so can result in not being able to participate in a competition and possible dismissal from the team.

2.1.6 Incident Reporting

If a student witnesses anyone on the team violating team policies, they can report that incident to a mentor to be documented. Violation of team policies may include excessive phone use, being unproductive, or otherwise being disruptive. These reports will be taken into account during monthly re-evaluations and may lead to dismissal from the team if these behaviors are repeated consistently.

2.1.7 Conflicts of Interest

Students and Mentors are expected to maintain professional behavior at all times when representing the team. All relationships on the team must remain professional and not exhibit any public displays of affection (PDA). This action is distracting to others who witness it. Practices and competitions are places where students are to remain focused. PDA is considered inappropriate and not allowed at any team event. If a Mentor needs to intervene, they will do so. In situations where strategy discussions involve a team that includes a student in a personal relationship with a Team BEAN member, the involved Team BEAN member is required to recuse themselves from all related strategy discussions. Also, no lobbying is permitted for a girlfriend's or boyfriend's team for alliance selection.

Unacceptable forms of PDA include but is not limited to:

- Intimate touching
- Kissing
- Cuddling
- Sitting in another person's lap
- Rubbing or massaging
- Hugging in a romantic manner

2.1.8 Student Advocate

Team BEAN provides a Student Advocate to provide students a resource to help solve problems and concerns they may have about the team. The Student Advocate is a resource in addition to student leadership and Mentors. The Student Advocate is someone whose role is to provide independent, impartial, confidential, and informed assistance to students on the team. The Student Advocate will bring concerns forward safely and effectively. All issues will be brought to any necessary parties. In all cases, only the information needed to provide context to the situation will be provided.

The current Student Advocate is Christie Trawick. She is a parent of a previous team member and understands the structure of the team and the challenges students often deal with. She can be reached through Slack. When reaching out, please follow YPP guidelines and include another trusted adult on any messages in slack. You can also speak to her in person. She is committed to responding to students within 24-48 hours of receiving the message.

Once enough information has been obtained regarding the student concern, the Student Advocate will bring the issue to the necessary parties involved for discussion. The Student Advocate may provide possible solutions based on the information available. Once a plan has been established to deal with the situation, the Student Advocate will be informed about the actions taken.

For the Student Advocate program to be effective, legitimate concerns raised through the advocate must be addressed with meaningful resolutions. When issues involve negative interactions between a Mentor and a student, Mentors will openly discuss the situation and determine future actions. For repeated actions or more serious issues, Mentors may be asked to step back from working directly with students for a designated period of time. Mentors are expected to take student concerns seriously and reflect on how their actions and words impact students.

For conflicts between students, Mentors will collaborate with student leadership to review and address each situation, working with those involved to support conflict resolution while preserving the anonymity of the students who raised concerns.

2.2 Demerit System

2.2.1 How It Works

Team BEAN sets a high standard for its members and does not allow for misconduct to be overlooked. The team has put a demerit system in place where behavior that is not condoned results in a demerit. Student leadership is not able to give out demerits, but may report any issues to Mentors or the Board who are able to give out demerits. The accumulation of demerits will result in the following consequences:

- At 8 demerits, the student will be removed from their leadership position if applicable. Parents will also be notified of this decision.
- At 10 demerits, there will be a meeting involving the legal guardian and a board member and mentor that may result in a suspension, loss of competition roles, amongst other possible consequences. Also, once a student reaches 10 demerits, a Personal Improvement Plan (PIP) will be developed and shared with the student and parent.
- Once a student receives 20 demerits, they will be removed from the team without refundment.

Each situation is handled on a case by case basis. Mentors and Board Members will make decisions regarding demerit distribution.

2.2.2 Offenses

Attendance:

- Not notifying the team lead of an absence within 24 hours prior: 1 demerit
- Each tardy without notice and following a verbal or written warning: 1 demerit.
- Tardiness of 30+ minutes may be treated as an absence.
- Early departure from practice without 24 hour + notification following a verbal or written warning: 1 demerit
- Not meeting the monthly hour requirement: 4 demerits
- Not attending a mandatory practice: 4 demerits

- Backing out of attending a competition within one week prior: 10 demerits

Behavior

- Committing any infraction detailed in section 2.1: 1-20 demerits
 - The number of demerits given will be at the Mentor and Board's discretion and will be determined by the severity of the infraction.
 - Any type of laying of hands on another student or mentor in an aggressive manner will result in temporary suspension until the incident is investigated. Following the investigation, a meeting will be held with the parent and student. This infraction will result in 10 demerits. If the same behavior happens again, the student will be immediately dismissed from the team.

Outreach

- Not meeting the hour requirements: 10 demerits
- Backing out of a commitment within 48 hours prior: 5 demerits
- Arriving late to an event: 1 demerit

Accountability

- Filling out a form late: 1 demerit per day late

Each situation is handled on a case by case basis. Mentors and Board Members will make decisions regarding demerit distribution.

2.2.3 Outside the Demerit System

Team BEAN acknowledges that the Demerit System is not applicable to every situation. Upon any violation of our Code of Conduct, a student may be asked to leave the workspace/event for the day. If such a situation occurs, it is the guardian's responsibility to provide transportation for their student. If at an event, the student may be restricted to a specific area, where a chaperone is present until transportation arrives. The cost of this transportation will be the parent's responsibility.

Any misconduct is subject to Mentor and Board review and may result in a meeting involving the guardian, Mentors, and/or Board, suspension from the team, loss of leadership and competition roles, and removal from the team without refundment.

2.3 Dress Code

2.3.1 Workspace

Students must wear attire that represents Team 1833 well and promotes a positive work environment. Students are also reminded that we are a robotics team that works with heavy machinery, and attire must accommodate this.

This includes but is not limited to:

- NOT wearing clothing that depicts illegal substances, violence, discrimination, profanity, or any other inappropriate content.
- NOT wearing overly immodest or distracting clothing.
- ALWAYS wearing closed-toed shoes. NO CROCS
- Students who operate any machinery must
 - Have their hair tied back
 - NOT wear loose clothing
 - Wear safety glasses

2.3.2 Competition

Students must follow the workspace dress code during competitions. In addition to this, students must wear the current year's team shirt or sweatshirt. Team apparel should not be modified. Sponsor and team logos must not be obstructed.

2.4 Workspace Rules

All students are reminded that Team 1833 operates out of Advanced Instrument Technologies' (AITech's) warehouse. Any student who tampers with anything belonging to AITech is subject to immediate disciplinary action.

The workspace is surrounded by other, unaffiliated businesses. Students must be very careful around the other suites' property (such as outside trailers and cars). Any student who disrespects or damages any business's property endangers Team 1833's permission to work out of this complex and will result in disciplinary action.

All visitors to the workshop must be approved. If you would like to bring a visitor with you to the workshop, please ensure it is communicated at least 24 hours ahead of scheduled practice and approved in advance through Slack by a Lead Mentor or Board Member. All safety policies should be explained and agreed to by guests.

If a student leaves practice early, appropriate notice must be given and permission obtained by subteam lead. The student is also required to help clean up before leaving the workspace.

Section 3: Safety Policies

3.1 Shop Rules

To run any successful business or team, a high level of safety is required. The following rules must be respected to ensure the safety of students, mentors, and any visitors.

3.1.1 Safety

- Closed toes shoes are REQUIRED at all practices and competitions - NO CROCS
- Safety glasses MUST be used when operating any tools
- NO horseplay
- Tools may NOT be used without an adult in the room
- All injuries must be reported to a mentor
- Students are responsible for cleaning any areas they worked in/occupied during practices
- No student is allowed to use any tool without receiving proper training from our manufacturing team

3.1.2 General

- Students are not allowed to leave the workspace without letting an appropriate adult affiliated with the team know
- Students may not walk across the road to get to Kroger or any other area outside of Advanced Instrument Technologies
- Students may not leave in their vehicle or another student's vehicle during practices
- Students are not allowed to leave to practice to purchase food or run other errands
- Students are not allowed to order food to be delivered by Doordash, Uber Eats or any other food delivering service. It is acceptable for parents to drop food off for their students.
- Team 1833 bans all forms of drug/alcohol use and any form of smoking/vaping/e-cigarette usage during team-related events. Students breaking this rule are subject to immediate suspension or expulsion from the team.

Section 4: Transportation

4.1 Practice

It is the student's responsibility to coordinate transport to practices. Team 1833 does not provide transportation. Carpooling with other students is recommended.

4.2 Competition

Team 1833 may provide a travel option for competitions, such as chaperoned car rides, rented vans/buses, or carpools. Parents and guardians are permitted to drive their students to

competitions. Any adult who transports a student to whom they are not the guardian of must fill out a Volunteer Automobile Use Form. With parent permission, students will be allowed to drive themselves to and from competitions. If a vehicle rental is necessary to transport students, a transportation charge will be invoiced to parents. This charge will be separate from team fees.

Section 5: Parent/Guardian

5.1 Parent/Guardian Roles

5.1.1 Attendance

Students are required to attend meetings in accordance with section 2.1.2.a. Students are expected to keep up with their academic responsibilities while being on Team 1833. If a student cannot meet the attendance requirements due to outside responsibilities (such as catching up on schoolwork, a family emergency, etc.), we expect their legal guardian to inform us of this. We do not have access to their grades and cannot advise students to attend fewer meetings if their grades fall, so it is up to their legal guardians to make sure the student has their priorities in order.

5.1.2 Information Meetings

During the season, there may be in-person information meetings for legal guardians, addressing upcoming events such as competitions. Some of these meetings will be mandatory, requiring legal guardian attendance for future student involvement. Some will be optional, legal guardians are highly encouraged to go to every meeting to best understand what is going on.

5.1.3 Chaperones

Team 1833 cannot provide enough adults to watch all of the students at the competition. We need legal guardians to volunteer to chaperone the students to keep everyone safe. This may also entail carpooling students to competitions or volunteering to drive a rental van. Volunteering to do any of the above listed activities is a parental requirement.

In order to chaperone for DCMP, you must have chaperoned at least one district qualifying event. In order to chaperone for the world championships, you must have chaperoned an overnight event.

5.1.4 Financial

Forsyth Robotics does not receive government support, so to fund our team, a student-run Business Team works very hard to secure sponsorships and grants. If the team does not reach its fundraising goals, we can only attend events and pay for robot

supplies through the support of legal guardians. Legal guardians should be prepared to cover this financial gap, if necessary.

5.2 Fundraising

Membership fees will only cover a portion of the budget for the team. To cover the rest of the costs the team seeks corporate and individual sponsorships from local and national organizations, often through grants. If the team does not reach its financial goals through fundraising, parents and guardians of students are expected to make up the difference by paying for any remaining team expenses.

Legal guardians seeking to provide financial support for Team 1833 have the option to inquire about sponsorship from their company. Most companies provide grants or matching donations and are looking for opportunities to support student teams in their local communities. The Board and student-led Business Team can help by providing materials as needed.

Section 6: Media

6.1 Media Sharing Policy

Team 1833 uses photos, videos, and media in a number of ways, including, but not limited to:

- Team organization, planning, and documentation
- Training and educating Team Members, Parents, and Sponsors
- FIRST Award submissions
- Sharing within the 1833 team
- Sharing with the FIRST and/or local communities

6.2 Media Confidentiality and Intellectual Property Policy

All communications made within the team are considered confidential and private. Students must refrain from releasing any photos, videos, documents, messages, or details pertaining to the current year's CAD, robot, prototypes, code, or any other intellectual property before its public release without explicit permission from the mentors and student leadership. If you are unsure what might be sensitive information, ask a member of Student Leadership, Lead Mentor or Board Member.

To guarantee that team knowledge is preserved and team resources are used responsibly, all documentation created for team activities and shared with members - whether through Google, Slack, email, or any other platform - is considered part of the team's Intellectual Property. These materials must remain accessible to the team and should not be removed or withheld from team access.

Team documents should not be shared outside the team without careful thought and consideration. If you're unsure of whether something can be shared and it's not addressed in the media sharing policy, please consult a member of Student Leadership, a Lead Mentor, or a Board Member. Any information shared without explicit permission from a Mentor, even if that information is public knowledge, will result in immediate dismissal from the team.

6.3 Media Consent Contract

In order for Team 1833 to promote itself, we ask that all team members understand that they consent to participation in interviews, the use of quotes, and being featured in photographs or videos taken by members of Team Bean or FIRST. Team members must also agree to grant to Team 1833 the right to edit, use, and reuse said products for nonprofit purposes including use in print, on the internet, and all other forms of media. Additionally, team members must agree to release Team 1833, FIRST, and their agents and employees from all claims, demands, and liabilities whatsoever in connection with the above.

Section 7: Team Organization

7.1 The Board

The Board of Team 1833 is the same as the Board of Forsyth Robotics. This Board is made up of both legal guardians and mentors who are dedicated to helping Team 1833 run. They take care of legal tasks such as filing taxes, the logistics of events such as booking hotel rooms, and many other vital tasks. The Board aims to support Team 1833 through fundraising, service projects, and community involvement to enable the team to compete with other top teams in Georgia and the world. They also aim to enhance and expand the program to provide STEM opportunities to all students across the county.

7.2 Mentors

Our Mentors are made up of industry professionals, parents, teachers, and community members. A majority of our Mentors are returning FRC Alumni and have many years of experience that help them guide the team, inspire students in STEM and non-STEM fields, and transform students into leaders.

7.3 Student Leadership

Student Leadership is made up of a team captain and all subteam leads. Each practice these students lead stand up meetings to update the full team on current progress and tasks lists. All student leadership positions will be held by students who will be in 10-12 grade and were on the

team the previous year. If there is no such person suitable for the student leadership position, it will be dealt with on a case by case basis.

The Lead Mentor in conjunction with the Board may remove a student from a leadership position for repeated violations of any of the team's policies, rules, standards, or when a student is unable to fulfill their leadership responsibilities.

7.4 Subteams

Team BEAN is divided into 5 subteams: Mechanical, Programming, Electrical, Business/Media, and Strategy.

- The **Mechanical team** uses CAD software to design the drivetrain and other mechanisms of the robot. The Mechanical team also fabricates parts needed to build the robot.
- The **Programming team** consists of Software Robot and Software Tools teams. The Programming team writes code for the robot to control the functions of the robot. The Programming team is responsible for making sure the robot performs effectively in both Autonomous and Teleoperated modes.
- The **Electrical team** wires the robot. Their job is to take the mechanical and fabricated systems designed and make them controllable.
- The **Business/Media/Outreach** team is responsible for creating our business plan,tech binder, fundraising through writing grants and securing donations from sponsors. The Business team also serves as the Media team. They gather content for the team's social media accounts, take photographs, and video all events. Outreach events are also organized by the Business team.
- The **Strategy team** creates strategies to help our robot succeed at all competitions. They spend the off season studying video of previous matches and determining the way the team will scout when the season begins. During competition season, they use gathered data to plan out strategies to be used during matches.

7.5 Subteam Selection

During the application process, students list multiple subteams preferences. Then the Mentors assign students to subteams. While we try to accommodate student's preferences, not all students will receive their first subteam choice.

Subteam switches are only made by the Mentors. If a problem arises, it is the responsibility of the student to communicate with their subteam lead.

7.6 Leadership Selection Process

Students apply for or are nominated for leadership roles in areas of interest. The Mentors then review each application and choose appropriate students for the roles. Students may hold only one leadership role at a time. Once the positions have been decided, they are shared with the students.

7.7 Calendar of Major Events

Kickoff

Usually occurs the first or second Saturday in January. This is when the new game is revealed. All team members are required to attend this event. After the reveal, the team begins brainstorming ideas for the season.

Two District Events

Dates to be determined

We attend 2 district events during the season. Both of these events will be held in Georgia. Once we know the locations and dates, we will share them with you.

District Championship

Date to be determined

The results of the two district qualifiers will determine if we qualify for the district championship.

FIRST Championship

Dates to be determined

If we qualify at the district championship, we will attend the FIRST Championship. To be eligible to attend with the team, you must fully attend at least one district event and the district championship. You also must exhibit exemplary behavior during the course of the season. Team BEAN reserves the right to not take a student on this trip if it chooses to.

Section 8 Final Notes

It is required that all team members understand and follow all the rules and policies mentioned in this handbook. The Mentors and the Board reserve the right to determine consequences for major violations. This handbook may be updated or changed during the season. If this happens, the team will be notified. Thank you and we look forward to a thrilling season.

Section 9: Contacts

9.1 Board

Matthew Kelton

Business Director
matthew@forsythrobotics.org

Marie-Veronique Heredia
President
president@forsythrobotics.org

Reese Mitchell
Vice-President
vicepresident@forsythrobotics.org

Christie Trawick
Secretary
christie@forsythrobotics.org

Treasurer
treasurer@forsythrobotics.org

To contact board members with questions, email info@forsythrobotics.org

9.2 Mentors

Cooper Meitz

Lead Mentor
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Reese Mitchell

Business
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Thomas Priego

Strategy
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Casey Austin

Mechanical
mechanical@team1833.org

Matthew Kelton

Electrical
matthew@forsythrobotics.org

Marie-Veronique Heredia

Business

Kateryna Plakosh
Business

Cecilia Vu

Business

Robert Spencer

PRANK Team

Brian Carlson

PRANK Team

Section 10: Team 1833 Team BEAN Student Contract

Please sign this page and submit it with your registration packet.

By signing below, I, **the student**, agree with the following:

- I have read and understood the Team BEAN student Handbook.
- I understand that to be considered a team member of FRC Team 1833 Team BEAN, must follow and fulfill the criteria outlined in Section 2.
- I understand I am participating in a collaborative competitive team environment. I will respect any decisions made by the Mentors, Board Members, or other mentors or teachers involved in the program regarding my participation on the team.
- I commit to attending 80% of all team meetings on a monthly basis.
- I have read and understood the expectations for alerting Team Leadership of absences before meetings and competitions.
- I have read and understand the Media Sharing Policy, the Media Confidentiality and Intellectual Property Policy, and the Media Consent Contract.
- I will behave in a responsible, mature, and graciously professional manner while on or representing the team.
- I understand that I can always bring problems to the attention of team leadership.

By signing below, I, **a parent/guardian**, agree with the following:

- I have read and understood the Team BEAN student Handbook.
- I have read and understood the expectations for alerting Team Leadership of absences before meetings and competitions..
- I understand that for my child to be considered a team member of Team 1833 TEAM BEAN, they must follow and fulfill the criteria outlined in Section 2.
- I understand that my child is participating in a collaborative competitive team environment. I will respect any decisions made by the Mentors, Board Members or other mentors or teachers involved in the program regarding my child's participation on the team.
- I understand my child has committed to attending 80% of all team meetings on a monthly basis.
- I have read and understood the Media Sharing Policy, the Media Confidentiality and Intellectual Property Policy, and the Media Consent Contract.
- I understand that my child is expected to be respectful, mature, and responsible. If they have a question or concern about the team, I can let them interact with team leadership for themselves.

Student Signature

Name Printed

Date

Parent/Guardian Signature

Name Printed

Date