

Aledo ISD
Agriculture Science / FFA Handbook
2022-2023





Aledo ISD Agriculture Science FFA Handbook 2022-2023



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It is the policy of the Aledo ISD not to discriminate on the basis of race, color, national origin, gender, or handicap in its Career and Technology Education programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. Aledo ISD will take steps to assure the lack of English language skills will not be a barrier to admission and participation in all educational and Career and Technology Education programs.
Es norma de Aledo Independent School District no discriminar por motivos de raza, color, origen nacional, sexo o impedimento, en sus programas, servicios o activades vocacionales, tal como lo requieren el Título VI de la Ley de Derechos Civiles de 1964, según enmienda; el Título IX de las Enmiendas en la Educación, de 1972 , y la Sección 504 de la Ley de Rehabilitación de 1973, según enmienda. Aledo Independent School District tomará las medidas necesarias para asegurar que la falta de habilidad en el uso de la lengua inglés no sea un obstaculo para la admisión y participación en todos los programas educativos y vocacionales.

An Active Member

Are you an active member, the kind that would be missed?

Or are you just content, that your name is on the list?

Do you attend the meetings and mingle with the flock?

Or do you stay away, and criticize and knock?

Do you take an active part, to help the work along?

Or are you satisfied to be the kind that just belong?

Do you ever go to visit, or call a member who is sick?

Or leave the work to just a few, who call themselves, "the clique?"

There's quite a program scheduled that we're sure you've heard about.

And we'll appreciate it very much if you will help us out.

So come to meetings often, and help us with hand and heart,

Don't just be a member, but take an active part.

Think this over friends; you know what's right from wrong,

Why not be an ACTIVE MEMBER, and do not, "just belong".

~Author Unknown

Helpful Resources

~Please follow us on Facebook at ALEDO FFA

~Remind 101 Groups for FFA Members, Teams, Officers, and Livestock Participants and Parents – Send text the @ **code below to 81010**

FFA Remind-@2122ale

Pig Remind-@2122swine

Cattle Remind-@gegb3ke

Goats Remind-@7ffh3b

Lambs Remind-@283bggh

Ag Mech-@aledoagm

Barn Remind-@aledoagb

~Google classroom for parents & students informational only-

CODE: jem71w6

~Calendar of Events will be located at <http://aledoffa.ffaow.org>

~Electronic Forms found Online at <http://aledoffa.ffaow.org>

~SAE Project Ideas Can be found on Pinterest or by
“Googling” University of Illinois SAE Project Ideas

~Please view rules for specific stock shows found at stock show websites.

West Texas Stock Show & Rodeo – www.taylorcountyexpoctr.com

North Texas State Fair – www.ntfair.com

State Fair of Texas – www.bigtex.com

Heart of Texas -<https://www.hotfair.com>

Fort Worth Stock Show & Rodeo – www.fwssr.com

San Antonio Stock Show & Rodeo – www.sarodeo.com

San Angelo Stock Show & Rodeo- www.sanangelorodeo.com

Houston Livestock Stock & Rodeo – www.rodeohouston.com

Austin Stock Show & Rodeo- www.rodeoaustin.com

Parker County Stock Show – www.parkercountystockshow.com

~ AG BACKERS – meet 1st Monday of each month from Aug – June.

Students:

Welcome to the Agriculture Science Program! The Ag Department instructors sincerely hope that you enjoy this course. The purpose of this handbook is to answer questions concerning the upcoming year. Remember that FFA is an extracurricular activity, and you are strongly encouraged to focus on your academics and attendance! The opportunities for personal growth are endless if you engage and work hard to achieve your goals.

Please keep this book and refer as needed.

Parents:

This booklet was prepared to answer as many questions as possible concerning the Ag Science Program. We feel the Agriculture Science Program is one of the best programs offered today. We offer a blend of academic engagement along with practical experience. In addition, a strong emphasis is placed on the development of leadership skills, cooperation and responsibility. All of these traits are critical for our young people to learn and practice. Many of you have life experiences that can be an asset to our program. We encourage you to become involved in the program by volunteering to be a guest speaker, work with the event teams, provide snacks for practices and contests, helping with our annual Aledo Buckle Show in May, and BDGA clay shoot in March, and/or join our alumni group Aledo Ag Backers. Let's all work together and learn together.

Structure of FFA

The FFA operates on local, state and national levels. Student members belong to chapters organized at the local school level. Agricultural education instructors serve as chapter advisors. Chapters are organized under state associations headed by an advisor and executive secretary, often employees of the state department of education. States conduct programs and host annual conventions. The National FFA Organization, governed by a Board of Directors and a Board of Student Officers, charters state associations; provides direction, programmatic materials and support; and hosts the National FFA Convention, which draws more than 45,000 attendees each November. The National FFA Alumni Association's more than 40,000 members in 1,200 affiliates assist in the continued growth and development of active FFA programs.

Member eligibility- To participate in FFA activities a student must be enrolled in an approved Agriculture Resources course.

Barn use – In order to house an animal in the Aledo FFA barn the student must be enrolled in an approved Agricultural Science course. Paid Junior FFA members are excluded from this rule.

Applied Learning

The agricultural education program provides a well-rounded, practical approach to learning through three components: Classroom education in agricultural topics such as plant and animal sciences, horticulture, forestry, agri-marketing, etc.; hands-on supervised agricultural career experience such as starting a business or working for an established company; and FFA, which provides leadership opportunities and tests students' agricultural skills.

Annual Aledo FFA Dues

Dues are \$40.00*. This includes dues for Local, District, Area, Texas FFA Association, and the National FFA Association. Membership also includes a subscription to the FFA Horizons Magazine which will arrive sometime after January 1st and an Aledo FFA T-Shirt. **Dues are due on October 3rd, 2022.**

**Subject to change – due to state & national fee*

Aledo Junior FFA Dues

Junior FFA membership is open to Aledo ISD students in grades 3-7 or at least 8 years of age. Dues for Jr. Members will be \$40.00*. Joining the Jr. FFA allows the member to participate in local meetings, limited judging contests, speaking contest, ag science fair and showing at major stock shows under the supervision of the Aledo Independent School District Agriculture Teachers. 8th grade students not enrolled in an agriculture science class will not be eligible to be a Junior FFA member due to AMS/MMS offering Principles of Agriculture, Food and Natural Resources in the 8th grade. Any student wishing to be a part of the FFA in the 8th grade must be enrolled in an agriculture science class. **Dues are due on October 3rd, 2022.**

**Subject to change – due to state & national fee*

FFA Dues are subject to late fees if paid past chapter deadlines.

FFA Jackets

FFA Jackets can be purchased through the National FFA website. This will include your jacket and a tie or scarf. Please allow 4-6 weeks for delivery. All members are encouraged to purchase a FFA Jacket if they have plans of competing on LDE's or CDE's. Please ask your advisor for help in ordering your jacket online. A jacket night will occur shortly after school starts in September to assist those wishing to purchase their own jacket.

Jacket Night is September 6th, 2022, from 5:00pm – 6:00pm at Aledo High School Auditorium.

State Convention

The Texas FFA State Convention is held in the summer during the month of July. Students who sign up for convention are required to attend each day of convention. If after signing up and students do not attend convention for any reason, the student will not be reimbursed registration fees due to deadline restrictions.

Aledo FFA Chapter

Bylaws

ARTICLE I. – Relationship to Constitution

The Bylaws shall be a part of the Constitution of the Aledo FFA.

ARTICLE II. – Location of Offices

The headquarters and principal office of the Aledo FFA shall be at School Address.

ARTICLE III – Procedures for Electing Officers

Section A. Aledo FFA shall adopt rules related to the election of officers which shall include, but not be limited to, designation of elections committee, filing deadlines, application forms, testing procedures and election date.

Section B. Qualified members shall declare intent to be considered for chapter office by filing the required forms by the prescribed filing deadline pursuant to the rules adopted by the Aledo FFA chapter.

Section C. Officers shall be selected by a combination of written exam score (25%), submitted application (25%), interview score (25%), and a score derived from a secret ballot vote of the members present a regular or called special chapter meeting (25%).

Section D. All written materials related to a Aledo FFA chapter election shall be deposited and retained in a secure location for no less than 30 days following the announcement of election results.

Section E. Appeals or protests related to a chapter election shall be filed pursuant to the grievance's procedures of the Aledo Independent School District.

ARTICLE IV – Duties of Officers

Section A. It shall be the duty of all officers to fulfill the responsibilities described in the officer contract adopted by the chapter and agreed to by each officer at the time of declaring candidacy for Aledo FFA chapter office.

Section B. The president shall preside at all of the chapter's meetings, shall sign all official documents or authorize execution of said documents, appoint student committees and serve as an ex-officio member of all student committees, coordinate all chapter operations, represent the Aledo FFA chapter in official functions and perform other such duties as usually pertain to the office of president.

Section C. The vice president shall perform the duties of the president in the event of the disability, death, resignation, removal or other inability of the president to perform such duties, develop the chapter's program of activities, coordinate the operations of all student committees, serve as an ex-officio member of all student committees and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter.

Section D. The secretary shall make and keep correct records or minutes of proceedings of the chapter and executive committee, prepare and post meeting agendas, file reports, maintain member activity records, issue membership cards, update policy documents as directed and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter. Will serve on the student recognition committee.

Section E. The treasurer shall provide direction and oversight to any and all who handle the monies of the chapter, assuring that the financial policies of the chapter and Aledo Independent School District are followed completely, shall present a proposed budget at a regularly scheduled or called special chapter meeting, present monthly financial reports at chapter meetings, chair the budget and finance committee and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter. Will serve on the community service committee.

Section F. The reporter shall chair the chapter advertisement committee and develop public relations strategies to accurately define the public image of the agricultural education program and FFA chapter, develop or cause to be developed press releases concerning chapter activities, maintain or cause to be maintained a chapter

website, develop working relationships with all local and school district media, ensure a complete photographic record of all Aledo FFA chapter activities and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter.

Section G. The sentinel shall have responsibility for all meeting related equipment and shall maintain an inventory of all such equipment, ensure that all meeting and social venues are ready to receive members and guests prior to each function, take charge of candidates for degree and award ceremonies, assist the president in maintaining order, ensure a welcoming environment for guests and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter. Will also serve on the social committee.

Section H. The student advisor will be a member on the community service committee and will supervise chapter activities year-round. Inform prospective students and parents about FFA. They will instruct students in leadership and personal development.

ARTICLE V – Resignation, Removal of Officers, Officer Vacancies

Section A. The advisor or the executive committee with the advice and consent of the advisor, may, with good cause, remove any officer elected by the Aledo FFA chapter. Good cause shall include, but not be limited to, violation of the provisions of the chapter's officer contract, violation of chapter or departmental rules of conduct, violation of the school code of student conduct or violation of state or federal laws.

Section B. Any officer may resign at any time by giving written notice to the advisor, president and secretary. Such resignation shall take effect at the time specified in the notice, and, unless otherwise specified in the notice, the acceptance of such resignation shall not be necessary to make it effective.

Section C. Should the office of president become vacant; the vice president shall assume the title and duties of president. The executive committee may appoint an interim officer to fill any other vacancy until the chapter elects a qualified replacement.

Section D. All officers are subject to a demerit system. Officers cannot exceed ten points, or they will be removed from office permanently. Officers that receive at least five points will be put on a probationary period. All officers are expected to know and follow the point system.
 Infractions include:

failure to attend/ absence from chapter meeting without <u>approved prior written notice</u> **	4
conduct unbecoming of an FFA officer (verbal warning), includes tardiness	1
conduct unbecoming of an FFA officer (written warning)	2
failure to wear complete Official Dress when required	2
failure to attend chapter planning meeting without approval prior	2
failure to wear officer shirt on assigned days and or meeting	1
failure to attend chapter/district/area meetings, camps, banquets without approval prior	2
nine weeks failure	removed from office
inappropriate behavior on social media	3
ISS assignment for any reason	5

DAEP placement	removed from office
other infractions against the AISD District Policy Handbook	demerit at the discretion of administration
failure to prepare materials assigned for any FFA event (poster, supplies, newsletters, agenda, etc.)	1

ARTICLE VI – Committees

Section A. The standing committees of the chapter shall be in harmony with the National FFA Organization’s Quality Standards for Local Chapters. The committee designations and descriptions contained in these bylaws shall be amended to reflect the most current Quality Standards for Local Chapters adopted by the National FFA Organization for the membership year following revision of such standards. Such amendments shall be made without action by the Aledo FFA chapter.

Section B. Each active member of this chapter shall be assigned to a committee which is deemed commensurate to the member’s interests, talents and skills. The chapter shall not be obligated to staff all committees, but any of the standing committees may be activated by the chapter officer team without the action of the Aledo FFA chapter.

Section C. Each standing committee shall develop and submit to the executive committee a plan within the committee’s scope of responsibility and a corresponding budget within the timelines prescribed by the president. Each committee shall make regular and timely reports to the Aledo FFA chapter concerning progress towards its respective goals.

Section D. The standing committees of the Aledo FFA chapter and their respective duties are:

- (1) Growing Leaders-Student Recognition shall plan and execute strategies which improve the identity and self-awareness of members, striving to enhance the quality of life and contribute to members’ life goals and development.

- (2) Building Communities-Community service shall plan and execute strategies which improve the welfare and well-being of members and citizens of the community
- (3) Strengthening Agriculture-Social plans details of parties and other chapter events while promoting chapter involvement.
- (4) Strengthening Agriculture –Advertisement shall plan and execute strategies to increase agricultural education enrollment and/or FFA

ARTICLE VII – Transactions of the Chapter

Section A. The fiscal year of the chapter shall begin on September 15th and end on August 31st.

Section B. The Aledo FFA chapter shall adopt policies and procedures consistent with the fiduciary policies, procedures, and audit standards of the Aledo Independent School District.

ARTICLE VIII – Grievances and Appeals

Grievances and appeals shall be addressed under the auspices of the student grievance policies and procedures of the Aledo Independent School District.

FFA Official Dress

As FFA members, we have the opportunity to impact many people who may or may not be familiar with the organization: Community residents, businessmen and women, FFA sponsors, guests, parents, etc.

Therefore, first impressions are crucial, and that involves the way we dress. ALL FFA members are required to wear official dress while participating in official activities.

Official Dress -

Texas FFA Official Dress Standards

Below is the Texas FFA Association Official Dress Standards. Any changes that National FFA their official dress does not automatically apply to Texas but must be adopted by the Texas I Directors. Therefore, all members are still required to follow the Texas FFA guidelines -as op National FFA Standard - at any and all official Texas FFA function, including contests and c

Official Dress for Male Members*

- Black dress slacks (No jeans, leather, pleather, etc)
- White dress shirt
- Official FFA necktie.
- Black dress shoes with closed heel and toe. Dress boots are acceptable.
- Black socks
- An official FFA jacket zipped to the top. The collar should be turned down, and the cuffs t

Official Dress for Female Members*

- Black skirt or black dress slacks. (No jeans - blue or black, leather, pleather, etc.)
- White collared blouse
- Official FFA blue scarf
- Black dress shoes with a closed heel and toe (No boots, sandals, tennis shoes, etc. Shoes may not have sequins, sparkles, or any other accessories.)
- Black nylon hosiery
- An official FFA jacket zipped to the top

*** Official garb of recognized religions may be worn with Official Dress**

FFA LETTER JACKET REQUIREMENTS					
FFA Activity	Chapter	District	Area	State	National
1. Serve as an FFA Officer	5	7	10	X	X
2. Represent FFA Chapter as a member of LDE	X	5	10	15	15
3. Represent FFA Chapter as a member of CDE	X	X	5	15	20
4. Represent FFA Chapter as a member of CDE at Invitational CDE	X	X	X	2	X
5. Represent FFA Chapter as a member of LDE at Invitational LDE	X	X	X	2	X
6. Represent FFA Chapter at Public Speaking Event	X	5	10	15	20
7. Represent FFA Chapter in FFA Talent Competition	X	5	7	10	15
8. Participate in straight to state contest	X	X	X	5	X
9. Win straight to state contest at state level	X	X	X	10	X
10. Place top 12 at Nationals in Ag Science Fair	X	X	X	X	20
11. Member of FFA Chorus or Band	X	X	X	10	15
12. Selected at Texas FFA Ambassador/Ford Scholar	X	X	X	10	X
13. Earn Greenhand Degree	5	X	X	X	X
14. Earn Chapter FFA Degree	5	X	X	X	X
15. Earn Lonestar FFA Degree	X	X	X	10	X
16. Earn FFA Proficiency Award	2	5	7	10	15
17. Earn Star FFA Award	2	5	7	10	15
18. Attend FFA Meetings, Conventions or Banquets	X	1	2	7	10
19. Serve as a member of FFA Courtesy Corps	X	X	5	5	5
20. Participated in FFA Leadership Conference	2	3	5	5	10
21. Exhibit SAEP at Stock show	1 per jackpot	3	X	3	X
22. Participate in Public Speaking/ Ag Mech/ Ag Science at Stock Show	X	3	X	3	X
23. Participated in Stock Show Calf Scramble	X	2	X	2	X
24. Participated in F. W. Stock Show Barn Tours	X	X	X	2	X
25. Participate in a FFA Community Service Activity	1	X	X	X	X
26. Committee Leader	2	X	X	X	X
NEED A TOTAL OF 75 POINTS TO EARN A LETTER JACKET					

Additional Notes for Letter Jacket Requirements:

- In order for students to be considered for a letter jacket, students must have the above activities recorded correctly in their AET record book. A printout of their journal of activities will need to be provided to an ag teacher. A handwritten copy of activities will not be accepted.
- Community Service hours do not include Ag Backer Events or FFA events due to State FFA Degree requirements for community service hours cannot benefit the FFA chapter directly or indirectly. Community service hours will be given for activities planned through the FFA chapter. For example, a service project that would benefit the Aledo Advocats.

AG PROGRAM GENERAL RULES

1. Each student enrolled in Agriculture Science classes is encouraged to join the National FFA organization (FFA). Those students who do not join FFA are not eligible to participate in any FFA activity, judging contest, livestock shows or scholarship consideration.
2. All members are encouraged to attend all FFA meetings and activities. Parents are also encouraged to join and participate in FFA Alumni activities.
3. Scheduling of meetings and workdays will be determined through out each school year. In order to avoid future conflicts, a calendar of events will be on our website (www.aledoffa.ffa.org). Keep in mind workdays will periodically need to be conducted to clean up Ag Complex Area. The workdays will be communicated to our students verbally, on our Aledo FFA Face Book page at (<https://www.facebook.com/pages/ALEDO-FFA>) and through Remind 101.
4. In order to participate in any activity above the chapter level (district, area, state, national) a student must be passing all courses as determined by UIL and district rules and be considered academically eligible. If a student has an incomplete (I) they will remain ineligible until the incomplete is resolved thus unable to participate in activities above the chapter level.
5. Persistent student discipline issues will be reviewed by the teacher, student and parent to develop a behavior contract.

Persistent discipline issues are defined as:

Multiple discipline referrals

Multiple suspensions from school

DAEP Placement

Any conduct that jeopardizes the safety of another person or animal will be reviewed for possible immediate dismissal of the FFA program.

6. The **Supervised Agricultural Experience** (SAE) program involves practical agricultural activities performed by students outside of scheduled classroom and laboratory time. SAEs provide a method in agricultural education for students to receive real-world career experiences in an area of agriculture that they are most interested in. Supervised Agricultural Experiences are an important component of agricultural education and are required element of all Agriculture, Food and Natural Resources (AFNR) courses as explained by the Texas Administrative Code, Chapter 130, Subchapter A.

The National Council for Agricultural Education (The Council) revised the SAE descriptors in 2017. For clear understanding and expectations, The Council now defines SAE as a **student-led, instructor-supervised, work-based learning experience** that results in **measurable outcomes** within a predefined, agreed upon set of Agriculture, Food and Natural Resources Technical Standards and Career Ready Practices aligned to your Career Plan of study. All SAEs should be graded aspects of agricultural education courses. **All Ag students are required to have a supervised agricultural experience (SAE) project. SAE projects will be presented in class.**

7. Chain of Command: All questions and concerns for the FFA program should first be addressed with the FFA advisor of that activity. If that does not satisfy your needs then you may contact campus administration.

Please contact Ag Teacher first when a concern arises.

8. School dress code will be followed at all FFA functions including but not limited to FFA meetings and stock shows. Students not in dress code, will not be allowed participate in FFA activities.

9. The school district reserves the right to ban any individual from the Aledo Ag Complex at any time to protect the integrity of the organization and safety of its students and employees.

10. Be responsible when using social media. Negative public comments that cause a disruption to the school setting concerning the program will be reviewed by teachers and administration. Final decisions will be made by Campus Administration.

11. Any equipment owned by Aledo ISD is to be used under the supervision of the AISD Ag Science Teachers. Student must respect and take care of all equipment. Persons responsible for intentional damage/vandalism will be held financially responsible for the repair or damage, and disciplinary actions will be taken.

Officer Responsibilities and Guidelines

2022-2023

Officers are expected to perform their duties as outlined on page 21 of Aledo FFA Handbook. All officers will have major responsibilities in the planning and implementing of activities for our chapter. In order to have a successful year, we must have officers willing to work, enthusiastic, and organized.

As an officer, you must understand the responsibility and the magnitude of being a FFA officer in the Aledo Chapter. Furthermore, accept this responsibility and dedicate your time, talents, and efforts to this chapter and its activities. Realize that the success of our chapter depends upon its officers and their willingness to work, plan, organize, and attend chapter activities. Officers are also responsible for the acquiring official FFA dress. Furthermore, realize that in order to attend and participate in activities that officers will be responsible for keeping at least a 2.5 GPA and for staying eligible in all classes.

Officers led by example. Plan on being the most active members of our chapter, including involvement on judging teams, speeches, livestock projects, fairs, conventions, leadership workshops, camps, FFA week activities, community projects and school events, etc. Officers are expected to participate in at least two of the following areas LDE, CDE and SDE.

Officers should develop a mission statement for their team and their chapter members. Then work hard toward that goal.

Officers must develop a plan of activities for the year. Things just don't happen. All plans must be completed in a timely manner and well in advance of the scheduled activity. **Being an officer is not just a title, it is a responsibility to the chapter, to the members and to yourself.**

Officers should be supportive of each other. A few ways officers can provide support include: 1) taking pictures 2) helping with signs 3) bulletin boards, etc.

All information submitted by the officers must be filled out accurately and to the best of the individual's knowledge. Officer application and paperwork/documents can be verified or checked by the advisors from the Aledo FFA Chapter at any time. Falsifying information will result in the student being dismissed from their position.

Aledo FFA Officer Demerit System

All officers are subject to a point system. Officers cannot exceed ten points, or they will be removed from office permanently. If a student is removed from office, they will not be eligible to run for office to serve the following school year. Officers that receive at least five points will attend a parent- teacher- student conference and be put on a probationary period with a growth plan. All officers are expected to know and follow the point system. When a student receives a demerit, both the parent and student will be informed.

Infractions include:

Failure to attend/ absence from chapter meeting or activities without <u>approved</u> prior <u>written</u> notice**	4
Conduct unbecoming of an FFA officer (verbal warning- 1 st time)- includes tardiness, inappropriate behavior, inappropriate language or speaking negatively of the chapter, fellow officers or advisors	1
Conduct unbecoming of an FFA officer (written warning, reoccurring behavior that has already received a verbal warning)- includes tardiness, inappropriate behavior, inappropriate language or speaking negatively of the chapter, fellow officers or advisors	2
Failure to wear complete Official Dress when required	2
Failure to attend chapter officer meetings without approval prior	2
Failure to wear officer shirt on assigned days and or meeting	1
Failure to attend chapter/district/area meetings, camps, banquets without approval prior	2
Nine weeks failure	removed from office
Inappropriate behavior on social media	3
ISS assignment for any reason	5
DAEP placement	removed from office
Other infractions against the AISD District Policy Handbook	demerit at the discretion of administration
Failure to prepare materials assigned for any FFA event (poster, supplies, newsletters, agenda, etc.)	1

**Prior notice is at least 48 hours in advance. If a family or medical emergency occurs after the 48 hour notice window please contact Ms. Kelley as soon as possible.

Aledo FFA Office Demerit Form

Officer Name: _____ Date of Demerit: _____

Reason for demerit:

Officer's current demerit total: _____

Student signature: _____ Date: _____

Parent signature: _____ Date: _____

ALL Aledo FFA Officer Responsibilities and Guidelines

All elected officers must have, follow, or participate in **ALL** of the following.

1. Pay FFA dues on time
2. Must have complete Official FFA Dress
3. Be active with FFA projects and teams
4. Understand that this is about leadership, helping the chapter and being a role model.
5. Be a Team Player
6. Conduct a Supervised Agriculture Experience (SAE) project.
7. Attend Aledo Leadership Planning meetings (We will work out the dates for everyone)
8. Officers are expected to participate in at least two of the following: LDE, CDE and/or SDE
9. See projects out to completion
10. Be willing to accept the available officer position based on election guidelines.

Aledo FFA Officer Responsibilities and Guidelines

President:

The president shall preside at all of the chapter's meetings, shall sign all official documents or authorize execution of said documents, appoint student committees and serve as an ex-officio member of all student committees, coordinate all chapter operations, represent the Aledo FFA chapter in official functions and perform other such duties as usually pertain to the office of president.

Vice-President:

The vice president shall perform the duties of the president in the event of the disability, death, resignation, removal or other inability of the president to perform such duties, develop the chapter's program of activities, coordinate the operations of all student committees, serve as an ex-officio member of all student committees and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter.

Secretary:

The secretary shall make and keep correct records or minutes of proceedings of the chapter and executive committee, prepare and post meeting agendas, file reports, maintain member activity records, issue membership cards, update policy documents as directed and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter. Will serve on the student recondition committee.

Treasurer:

The treasurer shall provide direction and oversight to any and all who handle the monies of the chapter, assuring that the financial policies of the chapter and Aledo Independent School District are followed completely, shall present a proposed budget at a regularly scheduled or called special chapter meeting, present monthly financial reports at chapter meetings, chair the budget and finance committee and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter. Will serve on the community service committee.

Reporter:

The reporter shall chair the chapter advertisement committee and develop public relations strategies to accurately define the public image of the agricultural education program and FFA chapter, develop or cause to be developed press releases concerning chapter activities, maintain or cause to be maintained a chapter website, develop working relationships with all local and school district media, ensure a complete photographic record of all Aledo FFA chapter activities and

perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter.

Sentinel:

The sentinel shall have responsibility for all meeting related equipment and shall maintain an inventory of all such equipment, ensure that all meeting and social venues are ready to receive members and guests prior to each function, take charge of candidates for degree and award ceremonies, assist the president in maintaining order, ensure a welcoming environment for guests and perform such other duties and further duties as may be imposed upon him or her by the Aledo FFA chapter. The sentinel will also serve on the social committee.

Student Advisor:

The student advisor will be a member on the community service committee and will supervise chapter activities year-round. Inform prospective students and parents about FFA. They will instruct students in leadership and personal development.

Committee Leadership

1. Aledo FFA will have three standing committees: Growing Leaders, Building Communities, and Strengthening Agriculture. Each committee will have a leadership team composed of a chair, secretary, and high school representative (9-12).
2. Committee leadership positions will include:
 - a. Chair- will preside over committee meetings, share a committee report with the chapter and participate in all committee activities.
 - b. Secretary- will record minutes for each committee meeting and participate in all committee activities.
 - c. High School Representative- will help direct conversations, provide input and participate in all committee activities.
3. Committee leaders will be selected during the month of September each school year based on an application process and positions will be determined by the current officer team and advisors.
4. Each committee leader has a minimum of two required meetings a month.
 - a. Committee Leadership Meetings: during Flex once a month. This meeting will be utilized to plan for that month's activities and the upcoming FFA meeting.
 - b. FFA Meetings: At this meeting, committees are responsible for splitting up into their corresponding groups to discuss business.
5. Committee leaders are also required to attend events planned by their committee.
6. Committee leaders are expected to put all efforts into the committee. If a conflict comes up where one cannot attend a meeting, a committee leaders must notify the advisor or leader of committees 24 hours before the meeting occurs.
7. On committees, there will be a three-strike policy when misconduct. Misconduct includes missing leadership meetings without prior approval, missing FFA meetings without prior approval, missing committee events without prior approval or not completing assigned tasks by the provided deadline.
 - a. First offense: A written warning will be shared with both the student and the parent.
 - b. Second offense: A meeting with the FFA advisors, the student, and the parent will be held, and a growth plan will be established.
 - c. Third offense: A committee leader will be removed from their position.
8. Any student that is considered ineligible due to grades or discipline will be removed from their positions.

AG LEADERSHIP: CDE, LDE and SDE TEAMS

1. Students will be selected for Career Development Events (CDE), Leadership Development Events (LDE), and Speaking Development Events (SDE) participation are at the sole discretion of the Ag teachers/FFA Advisors.
2. Particular competitive teams/contests will be entered at the sole discretion of the Ag teachers/FFA Advisors.
3. In order to participate in any of the Career Development Events (CDE), Leadership Development Events (LDE), and Speaking Development Events (SDE) activity above the chapter level (including invitationals, district, area, state, national) a student must be passing all courses as determined by UIL and district rules and be considered academically eligible. If a student has an incomplete (I) they will remain ineligible until the incomplete is resolved thus unable to participate in activities above the chapter level.
4. Students to be selected for CDE, LDE, and SDE participation should maintain good behavior and not exhibit persistent disciplinary problems. Any student that serves more than 2 days in In-School-Suspension/Out of School Suspension, or any DAEP placement must have a meeting with the advisors to discuss behavioral concerns. Removal of a student from a competitive team will be at the sole discretion of the Ag teachers/FFA advisors and with administrative approval. Such removal can occur at any time during the training and competition seasons.
5. Any behavior at an event deemed inappropriate may result in immediate removal from a team or individual event. Such removal will be at the sole discretion of the Ag Teachers/FFA Advisors with administrative approval.
6. Many teams require afterschool and independent work. Those teams whom do not put in sufficient effort will not be allowed to compete. Individuals will be held to the standards outlined in the LDE/CDE/SDE contract (on page 38 of this handbook). Students not upholding these standards will not be allowed to compete.
7. Making a team can be challenging due to the fact we usually have more students trying out for the CDE, SDE and LDE teams than we do spots available. If you don't make a team the first time please know that we look forward to developing each student to improve their skills and make a team of their choice in the future.
8. Student team cuts will be made with the informational data we have. Examples include but are not limited to contest performance(s) (judging card), individual practices, and mock exams.

9. Any participant on a CDE, LDE, SDE or Ag Mechanics Team need to be able to volunteer to assist with the Aledo Buckle Show in May, and the BDGA clay shoot in March.

Aledo FFA LDE/CDE Contract

Being a member of a team is a privilege and requires commitment from all team members. To ensure the success of the team, each member must commit to the following expectations:

1. Being on time to practice and staying for the entire scheduled time.
2. Preparing materials or studying practice materials as assigned by your coach.
3. Attending scheduled contests.
4. Being accountable for your preparation and actions.

Any team member who is not meeting these expectations will be held accountable according to the following policy:

1. First offense: written warning that requires a student and parent signature.
2. Second offense: written warning and parent phone call.
3. Third offense: parent-teacher-student meeting to create improvement plan.
4. Final offense: removal from the team.

**Prior notice must be provided for absences from practice or a contest. Prior notice is at least 48 hours in advance. If a family or medical emergency occurs after the 48-hour notice window, please contact your coach as soon as possible.

I agree to the above contract and understand the expectations all team members are being held to. I understand the accountability system and realize the consequences of not meeting the above expectations.

Student Name: _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

AG LEADERSHIP: AG MECHANICS TEAMS

1. Projects to be built in the shop will be approved by the Ag teachers/FFA Advisors at their sole discretion. All approved projects built in the shop under the direction of the Ag teachers will be entered at Ag Mechanics shows through the Aledo FFA Chapter only.
2. Quality of workmanship, type of project, and student participation and attitude will be considered when approving projects for major stock show entries. Even though a project might have been pre-approved for construction, it can be denied Ag Mechanics show entry if any of the above factors are found by the Ag teachers to be deficient.
3. Students to be selected for Ag Mech show participation should maintain good behavior and not exhibit persistent disciplinary problems. Any student that serves more than 2 times in In-School-Suspension must have a meeting with the advisors to discuss behavioral concerns. Removal of a student from the list of show participants will be at the sole discretion of the Ag teachers/advisors with administrative approval. Such removal can occur at any time during the construction of projects.
4. Students exhibiting projects must be present at the competition with their project(s) for the entire duration of time as outlined by the Ag teachers. Any departure from this schedule may result in removal from the project for further shows. Any behavior at the show deemed inappropriate may result in immediate removal from the project exhibition at the current show. Such removal will be at the sole discretion of the Ag Teachers/FFA Advisors.
5. Students will be assigned to exhibit projects at the Ag Mech shows at the discretion of the Ag teachers.
6. Any participant on the Aledo Ag Mechanics Team needs to be able to volunteer and assist with Aledo Buckle Show in May, and the BDGA clay shoot in March.

LIVESTOCK PROJECT INFORMATION

BARN RULES

Students enrolled in the Agriculture Science Program are eligible to participate in the livestock project program. Students may purchase animal projects to care for during the school year and exhibit those animals at stock shows. Students may keep the projects at the Aledo Ag Complex or in special cases the animal can be kept at home. These projects allow students to take on responsibility while having the opportunity to practice the skills learned in class and maybe even earn a little money by selling their animal project. Animal projects are NOT MANDATORY so the following questions should be considered when determining if a student will participate in the animal project part of the program:

1. Can the student and/or parent afford the project?
2. Where will the project be kept?
3. Daily Transportation to feed and care for the animal.
4. Transportation of the animal if needed
5. Time involved
6. Risk of losing money-Some projects can be a loss.
7. Commitment of the student and parents to the project.
8. Can the student feed & maintain project **before school** hours and **after school** hours?

Please keep in mind these animal projects are a gamble and they can become a total loss if not maintained properly by the student. Animals can be hurt, die, or become sick and not recover. The risk of loss can be reduced by student's hard work and desire to learn and application of their knowledge. The student commitment to take care of their animal can make the difference between risk vs reward. *It is only what you make of it!!* At times it may be necessary to perform surgical procedures on livestock. Whenever possible, a veterinarian will be used to perform the procedures. However, regardless of who does the procedure, the student and parent must realize there is always a possibility for complications. The owner must accept all costs, and risk of illness or death of the livestock.

No overnight trailer parking at any Aledo ISD Ag facility/barn without preapproval from an Ag teacher. If approval is given, trailers may only stay one night.

PURCHASING PROJECTS AND EXPENSES*

Animals kept at the Aledo ISD Ag Barn will be subject to a \$50 barn fee plus \$40 for each additional animal per exhibitor. The fee will include monthly preventative maintenance such as deworming, probiotics, and B-12. We will not provide any other medication. This ensures that every animal receives the proper preventative maintenance on a routine basis to aid illness control and transfer of diseases within the Aledo Ag barn. We will use the InTouch system this year to collect barn fees.

1. Animals kept at the school farm are raised for market or breeding purposes. The end results are that all animals will eventually be removed and/or sold for food.
2. The Aledo Ag Complex is not a permanent home for animals. All breeding projects are for exhibition purposes only.
3. All breeding animal projects must be removed after show term.
4. The selection and purchase of an animal project is a cooperative effort involving the student, parent and teacher. The agriculture teacher's role is to help the student find the best animal possible in the price range set to help achieve established goals. Animals purchased by inexperienced buyers can and often result in an unsatisfactory project experience due to health, quality, age and ability of the student. The teacher will not dictate what to buy, how much to spend or where to purchase from.
5. All animals should be coordinated with the teacher **BEFORE** they are finalized and purchased. Any animal project bought without the teacher's approval may not be allowed to be housed at the Aledo Ag Complex due to space, quality and health of the animal.
6. **Before any animal is brought into the Aledo Ag Complex, it must be examined by the Ag science teacher in charge of the species.**
 - a. ***Required: Shot record from Breeder with date of birth.**
7. The student and parent are responsible for the cost of feed, the animal, the SAE fees, entries, validations and any other costs associated with the project. The animal project must be paid for prior to the advisor purchasing the project. Entry Fees vary according to each stock show. Final payments (other than the cost of the animal) for all stock show fees, and FFA fees are due at the November FFA meeting. Failure to pay the fees will result in removal of the animal from the complex.
8. Projects purchased must meet the requirements of the show intended. The teacher will assist in providing the necessary information regarding the care and grooming of projects for each show.

9. All students are expected to purchase their own feed and additives. Advisors' will advise the students what feed and additives should be fed. Feeds must be approved by the animal species advisor. The student is responsible for purchasing shavings as needed at the barn and for stock shows.
10. **Project owners are responsible for costs of any veterinarian or other services that cannot be provided by the advisors.**
11. Show season end of year procedures: Final clean-out of animal pens must take place within 7 days of the animal's removal. Failure to satisfactorily clean the animal pen will result in a \$100 fine. Students will not receive a premium check until the pen is clean, or the fine is paid. If the student fails to clean the pen and/or pay the fine the result will be suspension from future participation of the FFA program.
12. Due to limited space, teachers have the right to limit the number of animals at the barn. If this should occur, students allowed to house at Aledo ISD AG complex will be determined by a set of criteria including grade level, and/or experience in raising and showing said species.
13. Students will not be able to attend to animals during school hours.
14. **Student/Parent must be present for team events such as loading animals for stock shows, set up, validation, clipping etc. This is your project, and you should not put the brunt of the work on others or AG Science Teacher's.**
15. **Parents/Students must be present at major shows that the school is hauling to so they can help unload animals and care for the animals for the duration of the show. It is not the responsibility of the ag teacher to care for animals on their own at any livestock show (county, major etc.).**
16. Students need to be able to assist with the Aledo Buckle Show in May, and the BDGA clay shoot in March.

CARE OF ANIMAL PROJECT

Each animal must be cared for in a proper manner as approved or established by the instructor. The instructor is authorized to determine any necessary practices to ensure proper care of the student's project. This includes, but is not limited to, daily maintenance of pen/facility, feeding, hair care, showing techniques, exercise, etc. All daily animal project requirements should be taken care of **outside of school hours**. Students must adhere to practices set forth by the Agricultural teacher and these practices may not be changed. This applies to all projects that are shown under the Aledo FFA Chapter including owned animals.

Consequence System for failure to care for animal- The following will be used when addressing animals without feed, water or with unsatisfactory conditions:

1st Offense = Parent and Student verbal warning.

2nd Offense = Parent and Student signed documentation

3rd Offense =Parent, Student, Teacher, and Administrator Conference with signed documentation that includes a description of the deficient behavior and expectations for future.

4th Offense = Removal of animal from barn/loss of barn privileges. Projects without feed or with unsatisfactory pen/area conditions for prolonged periods of time will result in removal of the project from the student and facility.

The student is responsible for proper care of his/her project. This includes adequate nutrition and hydration for proper growth, the development of the project, cleaning the pen and surrounding area. In the event of the need for emergency care for an animal, the Ag teachers will exhaust all contact information received from the owner. Final approval for emergency procedures is the responsibility of the owner. Please keep contact information up-to-date.

PENS- feces are to be removed as needed. The shavings should be replaced as needed at the expense of the student/parent.

AISLE- the aisles are to remain clean and free of trash, feed, hay, etc.... this is the responsibility of all students. Tack is to be kept in designated areas and put up neatly. Trash and debris can cause harm to animals if ingested. This is an *OSHA* violation.

TRASH/DUMPING- wheel barrows are provided for all to use at the barn.

When cleaning out pens it is responsibility of the student(s) to take the wheelbarrow to the front of the barn and dump it in the designated area and not outside our barn doors or in the driveway. Improper dumping will attract flies and cause more disease and infections in the barn. If you see improper dumping, please report it immediately to the Ag science teacher so appropriate actions can be taken. The dumpster is located in the front of the barn, please make sure all your personal and animals' trash is thrown away properly and not left on barrels, or in aisles.

FEED- Projects are to be fed twice daily on a twelve-hour schedule, or as advised by Ag Science teacher. BE CONSISTENT. It is recommended that feeding should be done before 8:00am and 8:00pm. Animals are creatures of habit.

WATER- Fresh, clean water should be supplied daily to your project. Empty water buckets are unacceptable; they should be filled every day during feeding. Water buckets/automated waters must be dumped and cleaned daily outside of the stalling area and not in any aisle.

EXERCISE- exercise programs will be on a per species basis and will be given to the student/parent from the Ag Science teacher. Please note these programs can change as needed for the project.

WEATHER- Students should check the weather each day. Regardless of the weather conditions your animal(s) need to be fed and given fresh water. This includes rain, snow, ice, and just cold weather. In the event of extreme weather conditions Aledo ISD reserves the right to shut off waterlines to the Ag barn facilities. In the event this occurs students/parents are responsible for hauling water to the Ag barn facility to care for project. Always seek Ag science teacher advice if there is questions regarding weather conditions and the daily care of your animal.

EQUIPMENT- materials used daily by the student will be purchased at the student's expense. A list will be provided prior to purchase of animal and is subject to change as the need arises. If there are issues with equipment, contact one of the Ag teachers.

SHAVINGS- these are the students' responsibility and an expense you are expected to incur. Ag Science teacher will advise on type, and when they are needed. Shavings are used in stalls, pens, and at various shows, this will be communicated through the Ag Science teacher.

Pen and Locker Assignments

InTouch Website – <https://tx-aledo.intouchrecepting.com>

Due to space restrictions and equipment costs, the number of animals a student may raise at the Aledo ISD Ag Barn facility is limited to the available space. The Ag Science teacher will assign a stall or pen where the project animal will be kept; they are not to move without permission from Ag Science teacher. In the event that more requests for stalls or pens have been made than spaces available, the Ag Science teacher will devise an appropriate plan of action that best fits the needs of said species.

Pens are reserved for Aledo ISD actively enrolled students only.

No locks are allowed on any animal pens in case of fire or other emergencies. Failure to comply will result in lock being cut off and removed.

To request a pen and locker contact whorton@aledoisd.org.

The STUDENT is responsible for:

Payment for barn fees must be paid via the InTouch system prior to receiving a pen or locker. Please provide Mr. Horton with the receipt of proof of purchase. Please allow at least 2 weeks for payment to be posted to your student's InTouch account. Please plan accordingly.

1. The daily care of his/her project before and after school. Not during school hours.
2. Combined is required for locker – combinations must be shared with AG teacher.
3. Informing the teacher regarding any problems and/or progress of the project.
4. The payment of all costs associated with the animal project.
5. Attendance of ALL mandatory barn clean ups from start to finish. Student must attend unless prior arrangements are cleared through an Ag Science teacher. Parent substitution is NOT permitted. There will be scheduled barn cleanings throughout the year.
6. Cleanliness of individual pen and unsanitary barn conditions make it bad on your animals and your neighbors. Unsanitary conditions can lead to dismissal from program.
7. Reading all rules of shows entered and the AISD Ag Program
8. Communication with the teacher(s) should a question or problem arise concerning the project or student's performance.
9. Students are expected to work as a team and assist in all areas needed.
10. **There will be a job of the month chart for students. Students are expected to participate. Students who do not complete their assigned job(s) will subject to the following system:**

1st Offense = Parent and Student verbal warning.

2nd Offense = Parent and Student signed documentation

3rd Offense =Parent, Student, Teacher, and Administrator Conference with signed documentation that includes a description of the deficient behavior and expectations for future.

4th Offense = Removal of animal from barn/loss of barn privileges. Projects without feed or with unsatisfactory pen/area conditions for prolonged periods of time will result in removal of the project from the student and facility.

11. If a new situation arises, rules will be established and communicated to students and parents.

The PARENT is responsible for:

1. The general supervision of the project on a day-to-day basis.
2. Communication with the teacher should a question or problem arise concerning the project or student's performance.
3. The transportation of students to the complex for feeding and care of the animal TWICE daily 8-12 hours a part.
4. The transportation, cost of lodging, and accommodations of students at all stock shows.

5. Proper removal of any animal that may become deceased during the show season, and costs associated with the removal.
6. Making sure all payments are made by the student in a timely manner.
7. Being aware of student grades to prevent ineligibility to show. Please sign up for AISD parent portal to access grades online.
8. Following AISD behavior guidelines. See Student Code of Conduct.
9. Reading all rules of shows entered by the student as well as AISD rules. These can be found online with the respected stock shows.
Breeding animal official registration papers should be given to the Ag teacher as soon as they are in your possession.
No Registration Papers=No Validation
10. Parents are expected to work as a team and assist in livestock projects. Ensuring your student participates in the following if they have an animal project: assisting with loading and unloading, set up and barn cleanliness
11. Payment for stock show registration is expected upon registration. It is mandatory for you or your student to attend meetings or make arrangements with Ag science teacher. If you are not present we will not register your child.
12. Families will make their own hotel arrangements.

The AGRICULTURE TEACHER is responsible for:

1. Providing advice in regard to any problems that may occur with the animal project during normal working hours. The teacher is not required to make emergency calls after hours for the purpose of treating sick or injured animals. However, the teacher will make every effort to assist when needed with those problems.
2. The teacher will visit all projects in accordance with Texas Education Agency guidelines.
3. Selecting the feeding programs for each animal project area. All animals at the complex should be fed the recommended feed. Feeding instructions for animals raised at the barn are to come from Ag science teachers only. We require this so that we know what the animals are being fed and what adjustments we need to make. All feed is purchased by the students as directed by the teacher.
4. Livestock show participation is *not a requirement* of the program, therefore it cannot be guaranteed that teacher supervision will be available at every show. Efforts will be made to assist students but if numbers or schedules do not permit Ag Teachers will not attend.
5. The teacher will assist in giving medications when possible. The teacher will NOT be held liable for injury to livestock while assisting the student with their project. This includes giving medications, castration, dehorning, docking,

worming, trimming or any other activity directly involving the teacher and animals.

6. The Aledo FFA teachers will provide transportation for animal projects to the predetermined shows entered by the chapter when there are at least 3 exhibitors participating in junior shows. **The shows are as follows:** Fort Worth Stock show, San Antonio Stock Show, Houston Stock Show, Aledo Jackpot Show, and Parker County Show.
7. **All open show exhibitors must provide their own transportation.**
8. In addition, the animal projects will be divided among the Ag science teachers in the following manner:

Mr. Briney- Steers and Ag Mech.

Mr. Horton – Heifers and Steers

Ms. Holland – Lambs, Goats, and Swine

Ms. Kiggins- Rabbits and Poultry

Mr. Nebgen-Lambs, Goats, and Swine

Chain of Command: All questions and concerns for these animals should first be addressed with the advisor in charge. If that does not satisfy your needs, please refer to the chain of command located under General Rules #6.

LIVESTOCK SHOW PARTICIPATION

1. To show a project, a student must be a member of the FFA. This is a state requirement of the FFA organization.
2. In order to participate in a livestock show, contests, or calf scramble students must be passing all courses as determined by UIL and district rules and be considered academically eligible.
3. Junior members must also maintain the standards of UIL eligibility.
4. Students whose projects are not ready or are not of sufficient quality to participate in a show will not be allowed to show. This decision will be made by the teacher and is final.
5. A list of eligible students will be prepared by the Ag science teachers to authorize attendance at the show. **To participate in school sponsored stock shows the student must contact Ag teacher one week in advance. Failure to do so will result in an unexcused absence.**
6. The parents and student will make arrangements with the teacher for supervision at major shows.
7. Students and parents are responsible for transportation, lodging, and costs at all stock shows.
8. School policies will be enforced at all times and discipline will be according to student code of conduct.

9. **Students who fail to follow rules at shows or contests will be removed from the eligibility list and barred from future participation.**
10. Inappropriate Public Displays of Affection will not be tolerated in public and can be grounds for being sent home at parent's expense.

CODE OF ETHICS

Agriculture Science students will honor the National FFA Code of Ethics. Failure to comply with the code of ethics will result in removal from the FFA program. They will conduct themselves at all times in a manner befitting their organization, chapter, school and community by:

1. Dressing neatly and appropriately for the occasion.
2. Showing respect for the rights of others and being courteous.
3. Being honest and not taking unfair advantage of others.
4. Respect property of others.
5. Refraining from loud, boisterous talk, swearing, and other unbecoming conduct.
6. Demonstrating sportsmanship in the show ring, judging contests and meetings.
7. Attending meetings promptly and respecting the opinion of others in discussions.
8. Taking pride in their organization.
9. Sharing with others experiences and knowledge gained by attending National and State meetings.
10. Public Displays of Affection will not be tolerated.

GUIDELINES FOR THE ALEDO AGRICULTURE COMPLEX

The Aledo Ag Complex is a learning classroom. Therefore.

1. All policies of the AISD governing students conduct apply at all times to all students. Policies governing smoking, illegal weapons, alcohol, etc. for any person on school property will also apply at all times. A consequence will be issued for students failing to comply with project center rules.
2. Family members who violate rules will also result in a student receiving a consequence.
3. Three consequences could result in the removal of the project from the Aledo Complex.
4. The primary responsibility for supervision at the facility rests with the student and/or parents when instructor is not present after-hours including summer hours.
5. Students will be held financially accountable for willful acts of vandalism.

6. Use of tobacco or alcohol by students or parents on the AISD premises will result in immediate removal of student and project.
7. Each student is responsible for feeding and general daily care of his/her project. Students WILL NOT feed animals or enter pens that do not belong to them unless prior arrangements have been made with the owner or advisor.
8. Daily care includes- Fresh feed, Fresh water, Removal of manure, soiled areas, and debris from pen, Grooming, Exercise, Monitor the well-being of the animal. Clean the feed areas, alley ways, exercise areas, wash racks, and grooming areas after use. Return all equipment to the proper storage place. Students who do not meet these requirements will be on the 3-consequence system.
9. Any student failing to properly care for their animal may be turned in to the local police for animal cruelty and could face charges.
10. NO FIREARMS!
11. NO family pets, family dogs, etc.
12. Projects are considered complete within 7 days of the student's last show and must be removed from the complex within those 7 days. Anyone planning to process an animal after the show needs to have a processing date arranged prior to the show and the animal must be removed within 7 days of the last show. BOOK PROCESSING APPOINTMENTS EARLY! Students are responsible for all processing fees. Pens must be cleaned thoroughly within the 7 days, or an additional clean-up fee will be charged \$100. Failure to remove the animal will result in an authorized livestock hauler or Ag teacher removing the animal at the owner's expense. Monies generated from the sale of the animal will be used to remove the animal. Any remaining balance will be distributed back to the owner.
13. Ineligibility from Shows - Once a student becomes ineligible to show their animal, the student will be placed on probationary contract. If the student fails to regain eligibility after being placed on a contract, the student's animal must be removed from the AG complex.
14. **The Ag science teachers have the right to remove and ban any individual from the complex.**
15. **No mechanical, wooden, electrical, or metal structures may be placed in pens without the advisor's approval. Pen structures may not be altered without the approval of the Ag science teacher.**
16. Loitering at the complex will not be allowed. Students who are present must be working with their animal or cleaning pens.
17. Theft at the AISD AG Complex will not be tolerated and any student proved to be stealing will subject to the consequences of the Student Code of Conduct and possible prosecution.
18. Parking is to be done in designated areas. **Students are not to park in barn or shop areas during school hours.**

19. Students are not to be outside of Ag classroom, shop or instruction areas unless given permission. Those who are will be marked absent, and/or reported to administration.
20. The AISD FFA Program reserves the right to remove any animal from the complex if any one of the following conditions exists:
 - Animal abuse or neglect in any form
 - Diseased or infected animals
 - Animals that are unsafe to handle
 - Students and parents failing to observe rules
 - Animals not intended for show purposes
 - Student is no longer in the program
 - Cleanliness
21. The following process will be used if any conditions listed above warrant so:
 1. Teacher/Student conference
 2. Teacher/Administrator/Student/Parent Conference
 3. Recommendation for action by the administrationThis is a 3-consequence system. After the 3rd consequence you could be excused from the Ag Complex for 1 year.

The raising of livestock at the Aledo Agriculture Complex is a student's privilege, NOT a student's right

ANIMAL PROJECTS AT HOME

When the facilities are adequate, some students may decide to raise livestock projects at home. When making this decision, consider the following:

1. It is highly recommended that only experienced feeders keep their animals at home. Supervision by teachers cannot be expected to be more than 1-2 checks per month.
2. Students must be able to provide transportation for animals to shows, validations, etc. Due to lack of trailer space, priority is given to the animals housed at the school farm.
3. Students must be able to provide medications and de-wormers for animals kept at home.
4. Selection is the most important part of your animal project. If you choose to select your animal on your own, then you have chosen to raise without help from the teachers.

AGRICULTURAL MECHANICS SAFETY AND SHOP PROCEDURES

SHOP BEHAVIOR

Reckless or distracting behavior in the agricultural shop can result in a serious accident or even the loss of a life. Horseplay or carelessness is a major cause of most shop-related accidents.

Some examples of safety rules exhibiting proper behavior in the shop may include:

1. Never run in the shop.
2. No “horseplay.”
3. Do not distract anyone while operating a machine.
4. Obey shop rules.
5. Use safety equipment and tools properly.

SHOP CLEANUP AND ORGANIZATION

An agricultural mechanics shop may be either a safe place to learn mechanic skills or it may be a dangerous place. A safe shop will have clean worktables, floors, and tools; equipment in the proper place; materials and supplies restored to the proper place; and fire hazard wastes (e.g., sawdust, old rags, fuel containers, and shavings) removed from the shop area. An unsafe shop may have dirty, wet, and greasy floors; tools scattered; materials in walkways; nails projecting through boards; and materials of various kinds on the floors.

All students should be responsible for maintaining clean work areas and returning tools and supplies to the proper area for storage.



Aledo Ag Backers/FFA Alumni Association

We would appreciate your support of the Aledo Ag Backers/FFA Alumni Association by joining our organization. Our mission is to support the Aledo FFA Chapter and we do so in a variety of ways:

- Support and promote the FFA organization, FFA activities and agricultural education on local, state and national levels
- Assistance for students attending Area, State, and National FFA Conventions
- Scholarship opportunities for graduating Senior FFA members (\$17,000 paid out last year)
- Assistance with expenses for students attending leadership and skill building seminars and conferences
- Assistance with expenses for students attending camps related to Ag Science
- Frequently provide drinks and snacks for participants during stock shows or local FFA activities
- Purchasing educational and/or shop supplies for the Aledo High School Agricultural Education Program

Thank you again for considering joining our organization and helping us provide opportunities for all of the Aledo FFA students.

Like us on Facebook for more information: Aledo Ag-Backers

***Aledo Ag-Backers / FFA Alumni Association
P.O. Box 814, Aledo, TX 76008
Email: Agbackersaledotx@gmail.com***

Aledo FFA Chapter

Constitution

Revised on 11/28/2018

ARTICLE I - Name, Mission and Strategies

Section A. The name of this organization shall be the Aledo FFA Chapter of the National FFA Organization and the Texas FFA Association.

Section B. The mission and strategies for this chapter are as follows:

FFA makes a **positive difference** in the lives of students by developing their potential for **premier leadership, personal growth** and **career success** through **agricultural education**.

1. Develops competent and assertive agricultural leadership.
2. Increases awareness of the global and technological importance of agriculture and its contribution to our well-being.
3. Strengthens the confidence of agriculture students in themselves and their work.
4. Promotes the intelligent choice and establishment of an agricultural career.
5. Encourages achievement in supervised agricultural experience programs.
6. Encourages wise management of economic, environmental and human resources of the community.
7. Develops interpersonal skills in teamwork, communications, human relations and social interaction.
8. Builds character and promotes citizenship, volunteerism and patriotism.
9. Promotes cooperation and cooperative attitudes among all people.
10. Promotes healthy lifestyles.
11. Encourages excellence in scholarship.

ARTICLE II – Organization

Section A. Aledo FFA is a chartered local unit of the Texas Association of FFA, which is chartered by the National FFA Organization.

Section B. Aledo FFA accepts in full the provisions in the constitution, bylaws and policies of the Texas Association of FFA and the National FFA Organization and the policies and regulations of the School District Name Independent School District.

ARTICLE III – Membership

Section A. Membership in this chapter shall be of four kinds: (1) Active; (2) Alumni; (3) Honorary and (4) Junior, as defined by the National and Texas FFA Constitutions and by Texas FFA Association membership policies.

Section B. The regular activities of Aledo FFA shall be carried on by the active membership

Section C. To be eligible for active membership in the Aledo FFA Chapter, a student must meet the membership eligibility requirements of the National FFA Organization and the Texas FFA Association. Active members in good standing may vote on all business brought before the Aledo FFA chapter. An active member shall be considered in good standing when he or she:

1. While in school, be enrolled in at least one agriculture, food and natural resources course, as defined in Texas FFA Association membership policies, during the school year and/or follow a planned course of study. Either course must include a supervised agricultural experience program, the objective of which is preparation for an agriculture, food and natural resources career.
2. Shows an interest in the affairs of the organization by attending meetings, striving for degrees of membership, and participating in other organized activities of the chapter.
3. Pays all current local, district, area, state and national dues by the date determined by the chapter.
4. Displays conduct consistent with the ideals and purposes of the National FFA Organization, Texas FFA Association and with the school district's code of student conduct.
5. Meets all other local standards and requirements described in this chapter's bylaws and policies.

Section D. Aledo FFA may elect to have a junior FFA organization. Junior members must meet all junior FFA membership requirements described in the Texas FFA Association Constitution and policies. A junior member shall be considered in good standing when he or she:

1. Shows an interest in the affairs of the organization by attending junior member meetings.
2. Pays local and state dues by the date determined by the chapter.
3. Displays conduct consistent with the ideals and purposes of the National FFA Organization and with the school district's code of student conduct.
4. Meets all other local standards and requirements described in this chapter's bylaws and policies.

Section E. Names of applicants for membership shall be filed with the secretary and/or the chairman of the membership committee.

Section F. The membership year for this chapter shall begin on August 1 and end on July 31 of each year.

Section G. Honorary Membership – Farmers, school superintendents, principals, school board trustees, advisory committee members, chapter advisors, teachers, staff members in agriculture, food and natural resource education, industry leaders, support group members and others who are helping to advance agricultural education and FFA and who have rendered outstanding service may be elected to honorary membership by a majority vote of the members present at any regular or special meeting. Honorary membership in this chapter shall be limited to the Honorary Chapter FFA Degree. Honorary Chapter FFA Degree recipients shall be entitled to wear the official silver or gold emblem pin. Procedures for nominating and electing honorary members shall be described in Aledo FFA Chapter bylaws or rules.

ARTICLE IV - Emblems

Section A. The emblem of the FFA shall be the emblem for Aledo FFA Chapter.

Section B. Emblems used by the members shall be designated by the National FFA Organization.

ARTICLE V - Degrees and Privileges of Active Membership

Section A. There shall be five degrees of active membership based on individual achievement. These degrees are: (1) Discovery FFA Degree, (2) Greenhand FFA Degree, (3) Chapter FFA Degree, (4) State FFA Degree and (5) American FFA Degree. All Discovery FFA members are entitled to wear the regulation bronze and blue emblem pin. All Greenhands are entitled to wear the regulation bronze emblem pin. All members holding the Chapter FFA Degree are entitled to wear the regulation silver emblem pin. All members holding the State FFA Degree are entitled to wear the regulation gold emblem charm. All members holding the American FFA Degree are entitled to wear the regulation gold emblem key.

Section B. Discovery FFA Degree. Minimum qualifications for election:
(Refer to Texas FFA Constitution)

1. Be enrolled in a local credit agriculture, food and natural resources class for at least a portion of the school year while in grades 7-8.
2. Have become a dues paying member of the FFA at local, state and national levels.
3. Participate in at least one local FFA chapter activity outside of scheduled class time.
4. Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
5. Be familiar with the local FFA chapter program of activities.
6. Submit written applications for the degree.

Section C. Greenhand FFA Degree. Minimum qualifications for election:
(Refer to Texas FFA Constitution.)

1. Be enrolled in agriculture, food and natural resources course as defined by Texas FFA membership policies for high school credit and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the meaning of the FFA Creed, Motto, and Salute.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate a knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.

5. Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws, and the chapter Program of Activities.
6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit a written application for the Greenhand FFA Degree.

Section D. Chapter FFA Degree. Minimum qualifications for election:

(Refer to Texas FFA Constitution.)

1. Must have received the Greenhand FFA Degree.
2. Have satisfactorily completed the equivalent of at least two semesters of systematic school instruction in Agriculture, Food and Natural Resources at or above the ninth-grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an Agriculture, Food and Natural Resources course.
3. Have participated in the planning and conducting of at least three official functions in the chapter Program of Activities.
4. Have earned and productively invested at least \$150 or worked at least forty-five hours in excess of scheduled class time, or a combination thereof and have developed plans for continued growth and improvement in a supervised agricultural experience program. The combination of hours multiplied by a factor of 3.33 and dollars must equal or exceed the number 150.
5. Have effectively led a group discussion for fifteen minutes.
6. Have demonstrated five procedures of parliamentary law.
7. Have shown progress toward individual achievement in the FFA awards program.
8. Have a satisfactory scholastic record.
9. Have participated in at least 10 hours of community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid labor.
10. Have submitted an application for the Chapter FFA Degree.

Section E. State FFA Degree. Minimum qualifications for selection:

(Refer to Texas FFA Constitution)

1. Have received the Chapter FFA Degree.
2. Have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.
3. Have satisfactorily completed the equivalent of at least four semesters of systematic school instruction in Agriculture, Food

- and Natural Resources at or above the ninth-grade level, which includes a supervised agricultural experience program.
4. Have earned and productively invested at least \$1,000 or worked at least 300 hours in excess of scheduled class time, or a combination thereof in a supervised agricultural experience program. The combination of hours, multiplied by a factor of 3.56 and dollars must exceed or equal the number 1000.
 5. Have demonstrated leadership ability by:
 - a. Performing ten procedures of parliamentary law.
 - b. Giving a six-minute speech on a topic relating to agriculture or the FFA.
 - c. Serving as an officer, committee chairperson, or participating member of a major committee
 6. Have a satisfactory scholastic record as certified by the local Agriculture, Food and Natural Resources instructor and the principal or superintendent.
 7. Have participated in the planning and completion of the chapter program of activities.
 8. As of April 1, have completed ten activities above the chapter level in at least three of six different categories: leadership development events, career development events, conventions and meetings, project shows, student awards and leadership and service as described in policies adopted by the Board of Directors.
 9. As of April 1st, of the year the member is to receive the degree, have participated in at least 25 hours of community service within at least two different community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.

Written records of achievement of all requirements, verified by the chapter FFA advisor, shall be submitted to the State Association at least one month prior to the state FFA convention at which the State FFA Degree is to be received. The State FFA Executive Director shall provide for a review of the records and submit a recommendation to the State FFA Board of Directors, which shall nominate at the State FFA convention the candidates who have been found worthy to receive the honor. The State FFA Degree will be conferred upon the candidate subject to approval by the delegates at the state convention

Section F. American FFA Degree. Minimum qualifications for selection:

(Refer to Texas FFA Constitution)

1. Have received the State FFA Degree, have been an active member for the past three years (36 months), and have a

- record or satisfactory participation in the activities on the chapter and state levels.
2. Have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in an Agriculture, Food and Natural Resources program or have completed the program of Agriculture, Food and Natural Resources at the school last attended.
 3. Have graduated from high school at least twelve months prior to the national convention at which the degree is to be granted.
 4. Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience program through which a member has exhibited comprehensive planning, managerial and financial expertise.
 5. A student after entering agricultural education must have earned at least \$10,000 and productively invested at least \$7,500; or b. earned and productively invested \$2,000 and worked 2,250 hours in excess of scheduled class time. Any combination of hours, times a factor of 3.56, plus actual dollars earned and productively invested must be equal to or greater than the number 10,000. Hours used for the purpose of producing earning reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
 6. Have a record of outstanding leadership abilities and community involvement and have achieved a high school scholastic record of "C" or better as certified by the principal or superintendent.
 7. Have participated in at least 50 hours of community service, within at least three different community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.
 8. Submit an application and supporting documentation pursuant to the deadlines and requirements described in Texas FFA policies and procedures.

ARTICLE VI – Officers and Executive Committee

Section A. The offices of Aledo FFA shall be: president, vice president, secretary, treasurer, reporter and sentinel. Other officers may be elected as deemed appropriate by the chapter. The teacher(s) of agriculture, food and natural resources shall be the Aledo FFA advisor(s). Chapter officers shall be elected annually by the members present at a regular meeting or called special meeting of the chapter. Procedures for electing officers and specific duties of each office are described in the bylaws of this chapter.

Section B. Pursuant to the provisions of the national and state constitutions, all chapter officers shall have attained the chapter FFA degree.

Section C. Officers shall serve from the end of the chapter meeting at which they are installed to the end of the next succeeding chapter meeting at which officers are installed.

Section D. The elected officers of the chapter shall constitute the executive committee which shall convene to plan the activities of the chapter. Standing committee chairpersons may also be named as members of the executive committee. All policy decisions of the executive committee must be approved by the chapter. Telephone conferences of the executive committee may be called and considered meetings provided that all participating members may participate and be heard simultaneously.

Section E. Pursuant to the applicable constitutional, bylaw and policy provisions of the district, area and state associations and of the National FFA Organization, this chapter may nominate candidates for offices above the chapter level in a manner consistent with the provisions of its bylaws and policies. Candidates for district and area office shall have attained the chapter degree at the time of the district or area election. Candidates for state office shall hold the state degree at the time of the state election. Candidates for national office shall hold the American Degree at the time of their election to office.

ARTICLE VII - Committees

Section A. The standing committees of the chapter shall be described in the bylaws. The chapter may, at any meeting, create additional standing committees.

Section B. Aledo FFA Chapter president shall appoint all committees and committee chairs. The terms of all committees shall expire on a date described in the chapter's annual strategic action plan. Committee expiration may vary depending on duties but no standing committee term shall extend past the end of the fiscal year. The president shall have the authority to remove or reassign any committee chairperson or member, with the consent of the advisor.

Section C. No committee shall have the authority to expend Aledo FFA chapter funds (unless expressly authorized to do so), amend the Aledo FFA chapter constitution, bylaws or policies, appoint or remove a committee member, or take any action outside the scope of authority delegated to it by the Aledo chapter.

ARTICLE VIII - Dues

Section A. Local dues in Aledo FFA chapter shall be fixed annually by a majority vote of the active members.

Section B. Full local, district, area, state and national dues shall be paid by all active members.

Section C. No member shall be considered as active and in good standing unless he/she pays full local, district, area, state and national FFA dues.

ARTICLE IX - Meetings

Section A. Meeting dates and times shall be fixed by the Aledo FFA chapter executive committee with the advice and consent of the chapter advisor. Special meetings may be called by the president, by a majority vote of the executive committee or by the chapter advisor(s). Meeting agendas shall be posted in a manner consistent with operating rules or procedures adopted by the Aledo FFA chapter.

Section B. A quorum shall exist when Fraction or Percent of the chapter membership is present.

Section C. Proxy and cumulative voting are prohibited.

ARTICLE X - Amendments

Section A. This constitution may be amended or changed at any regular or special chapter meeting by a two-thirds vote of the votes cast by a quorum of active members present providing it is not in conflict with the National FFA Organization or Texas FFA Association constitution, bylaws or policies Amendments must not conflict with the policies and/or regulations of the Aledo Independent School District. Members shall be notified by mail, electronic mail or classroom announcement at least 30 days prior to a meeting at which any constitutional amendment is to be considered.

Section B. Bylaws may be adopted to fit the needs of the chapter at any regular or special Aledo FFA chapter meeting by a majority vote of a quorum of active members present providing such bylaws do not conflict in any way with the constitution, bylaws or policies of the Texas FFA Association, National FFA Organization or the Aledo Independent School District. Members shall be notified by mail, electronic mail or classroom announcement at least 30 days prior to a meeting at which any amendment to the bylaws is to be considered.

ARTICLE XI – Parliamentary Procedure

Section A. The *Parliamentary Guide for FFA* by Jarrell D. Gray shall be used as a guide for all chapter meetings. The latest edition of *Robert's Rules of Order* shall be the final authority in governing the actions of all chapter meetings.

STUDENT AGREEMENT

Name of Student: _____

Name of Parent: _____

I, _____, the parent of _____

have received electronically and read the AG Science/ FFA Handbook and understand all the terms and conditions for my child to enroll in the Ag Science Program. We understand that our student will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct.

I, _____, (student) have read the AG Science/ FFA Handbook and understand all the terms and conditions to enroll in the Ag Science Program. I agree to abide by the program rules and expectations. I understand that I will be held accountable for my behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct. I agree to have a fun-filled learning experience!

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

Social Media Page:

I agree to allow my student's picture to be placed on the Aledo FFA Website, Aledo FFA Facebook, AISD website, All AISD School Twitter accounts, and in the Community Newspaper.

Parent Signature: _____

Date _____

It is the policy of the Aledo ISD not to discriminate on the basis of race, color, national origin, gender, or handicap in its Career and Technology Education programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. Aledo ISD will take steps to assure the lack of English language skills will not be a barrier to admission and participation in all educational and Career and Technology Education programs.

Es norma de Aledo Independent School District no discriminar por motivos de raza, color, origen nacional, sexo o impedimento, en sus programas, servicios o actividades vocacionales, tal como lo requieren el Título VI de la Ley de Derechos Civiles de 1964, según enmienda; el Título IX de las Enmiendas en la Educación, de 1972, y la Sección 504 de la Ley de Rehabilitación de 1973, según enmienda. Aledo Independent School District tomará las medidas necesarias para asegurar que la falta de habilidad en el uso de la lengua inglés no sea un obstaculo para la admisión y participación en todos los programas educativos y vocacionales.