**ARLINGTON INDEPENDENT SCHOOL DISTRICT**

**FFA MEMBERSHIP HANDBOOK**



**2018-2019**

This **AISD – Arlington ISD School FFA Membership Handbook** contains a general statement of the standards of behavior and procedures governing participation in the program. If any of the provisions of this handbook conflict with federal or state laws, rules, and regulations, or Board of Education policy, that provision is void. If any provisions are superseded by applicable law or Board policy, the most recently adopted statement of law or policy will control. The provisions of this handbook are severable, and the invalidity, illegality or unenforceability of any provision will not affect the validity, legality, of enforceability of the other provisions.

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**What is Agriculture Science Education?**

The AISD - Arlington Agriculture Sciences Program is built on the three core areas of classroom/laboratory instruction, supervised agricultural experience programs and FFA student organization activities/opportunities. The program is designed for delivery through the three components as follows:

1. **Classroom/Laboratory Instruction**

Students will receive quality instruction about the agriculture industry that utilizes a “learning by doing” philosophy.

1. **Supervised Agriculture Experience (SAE) Programs**

All students are expected to have an agriculturally related work-based learning experience while enrolled in agriculture education courses. Livestock projects are NOT a requirement.

1. **FFA Student Organization Activities / Opportunities**

FFA activities are an integral part of the agricultural education program that all agricultural education students should participate in if they are to fully benefit from their enrollment in the program.

**Discipline Plan**

The AISD - Agriculture Sciences Program and the FFA Organization demand strong leadership characteristics. In order for each student to take advantage of available learning opportunities and to be a productive member of our community, each student is expected to maintain outstanding conduct as a representative of Arlington Independent School District.

**Program Rules And Procedures**

1. Students will show respect to all adults; teachers, administrators and visitors (community members/guests) animals, and their peers.
2. Students will show respect to personal and department property at all times.
3. Students will demonstrate courtesy and professionalism at all times
4. Profanity has no place in a professional organization and will not be tolerated
5. Students will practice self-discipline on a constant basis. Students will be held accountable for their actions.
6. Students will be on time to all classes and will be prepared by having all necessary and required class supplies. Regular and punctual class attendance is mandatory
7. Students are NOT allowed in the Agriculture Sciences Office without express permission of the Agriculture Sciences teacher.
8. Food and drink are NOT allowed in the Agriculture Sciences Classrooms without express permission of the Agriculture Science teacher.
9. Horseplay will not be tolerated.
10. Students will demonstrate and consistently maintain a positive attitude and a great work ethic.

**Consequences**

Students who fail to abide by The AISD - Agriculture Sciences Discipline Policy will be subject to disciplinary action according to the Arlington Student Handbook and Student Code of Conduct

1. Verbal Warning by way of Teacher – Student Conference.
2. Disciplinary Referral Form accompanied by a telephone conference with parent/guardian.
3. Disciplinary Referral to Principal/Assistant Principal for disciplinary action.
4. Dismissal from the AISD – Arlington Agriculture Sciences Program.

**General Information about FFA**

**The FFA Mission**

The National FFA Organization and the Arlington FFA Chapter are dedicated to making a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agriculture education.

**The FFA Motto**

The FFA motto gives members twelve short words to live by as they experience the opportunities in the organization.

**Learning to Do – Doing to Learn**

**Earning to Live – And Living to Serve**

**FFA Structure**

FFA operates on local, state and national levels. Student members belong to chapters organized at the local school level. The Agriculture Science Teacher(s) serves as chapter advisor(s). Chapters are organized under state associations headed by an advisor executive secretary, often employees of the state department of education. States conduct programs and host annual conventions.

**Programs and Activities**

The FFA programs and activities help members develop public speaking skills, conduct and participate in meetings, manage financial matters, strengthen problem-solving abilities and assume civic responsibility. Degrees earned at local, state and national levels recognize members’ increasing accomplishments.

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

**Official Dress Code Checklist:**

* Official FFA jacket zipped to the top
* Official FFA tie or scarf
* Correct number of pins displayed
* Skirts of appropriate length (knee length or longer)
* Appropriate footwear

**Female Official Dress Code**

* Black Skirt- Skirt is to be at least knee length, hemmed evenly across the bottom, with a slit no longer than 2 inches above the knee, excluding the kick pleat. – Black Slacks may be appropriate for traveling and outdoor activities – at advisors discretion
* White collared blouse & official FFA blue scarf
* Black dress shoes with closed heel and toe.
* Black nylon hosiery
* Official FFA jacket zipped to the top

**Male Official Dress Code**

* Black dress pants (no jeans – blue or black, leather, pleather, etc.)
* White dress shirt & Official FFA tie
* Black dress shoes with closed heel and toe.
* Black socks
* Official FFA jacket zipped to the top

**\*\*\*Note: Sandals, open-toed shoes, and / or athletic shoes are NOT allowed!**

**How To Wear Awards**

Chapter degree, officer and award medals should be worn beneath the name on the right side of the jacket. State FFA Degree or American Degree key should be worn above the name or attached to a standard key chain. ***No more than 3 medals are to be worn on the FFA Jacket***. The medals must represent the highest degree earned, office held and/or the highest award earned.

**Opportunities For Students In FFA**

* **Career Advice And Hands-On Training**

Do you know what you want to do after you finish school? FFA can help you develop the skills you need to get there. Don’t have a clue? FFA can help you figure out which of agriculture’s 300 exciting career options match your interests and skills. If you’re like the 73 percent of FFA members who already plan to pursue a career in agriculture, you know that there are options for almost any interest, whether you want to work indoors or outside, at a desk, or in the lab, in the city or on a farm, with other people or on your own. Even if you don’t choose a career in agriculture, the skills and training you gain through FFA will lead to success in any industry.

* **Leadership**

Leadership . . . Many are not born natural leaders, but FFA can help you become one. FFA members strengthen their personal skills, learn to manage their time, and discover how to respect themselves and gain respect from others. Leadership skills are developed throughout the FFA program including: campus and neighborhood chapter activities; local, state and national projects; leadership conferences and workshops; and career development events. The Arlington FFA Chapter prides itself in developing student leadership through community service.

* **Competitions**

FFA offers a variety of opportunities for recognition at the local, state and national competitive levels. The Arlington Chapter of FFA offers opportunities to gain understanding through knowledge based and skill based learning. You may experience the satisfaction of presenting what you have learned in front of judges on local, state and national competitive levels. Some of the possible rewards for your efforts, besides personal knowledge gained are: potential scholarships to continue your education, cash prizes, field trips, plaques, ribbons and trophies.

* **Money for College**

The National FFA Organization awards more than $1 million in scholarships to over 800 FFA members each year. Many local and state industry partners also offer FFA scholarships. Plus the experience and skill offered to an individual by means of the FFA Organization provides a competitive edge when applying for scholarships.

**Leadership Development Events (LDE’s)**

Leadership Development Events (LDE’s) focus on creating situations for members to demonstrate their abilities in public speaking, decision making, communication as well as their knowledge of agriculture and the FFA organization. Team and individual events are used to reinforce what is taught in agriculture sciences classrooms. In the fall, teams are trained to compete at the district leadership contest in several events.

Some competitions are team based that require practicing with members and some events require solo practice preparation and practice.

* **Jr. and Sr. Chapter Conducting**

A team of 6 to 10 members work to conduct a mock meeting using parliamentary procedure. Students are required to display debate skills, teamwork, and be able to think quickly. This competition may be both fun and challenging as you work with your team to memorize FFA’s Opening and Closing Ceremonies.

* **Jr. and Sr. Skills**

A team of 4 students memorize a how-to script over a certain Agriculture Sciences skill, and then perform the skill in front of a panel of judges. This contest may be perfect for students who memorize information easily and who like to work with their hands.

* **Jr. and Sr. Creed Speaking**

A member presents the FFA Creed from memory and answers questions about its meaning and purpose. This event may offer an opportunity to boost self-confidence, earn recognition, and develop powerful, organized and professional communication skills.

* **Jr. FFA Quiz**

Students prepare for and take an exam over Grays Guide to Parliamentary Procedure for FFA and general FFA information I.e. history, facts, business structure, leadership and programs. Quiz teams may be made of 3 or 4 members.

* **Sr. FFA Quiz**

Students prepare for and take an exam to determine their knowledge of FFA including: agricultural education, current agricultural events and parliamentary procedure. Quiz teams may be made of 3 or 4 members.

* **FFA Radio**

A team of 3 members presents an informative radio program covering one or more agricultural topics which are current in nature and local in content. The competition assumes that the chapter has a regularly scheduled non-commercial radio program once each month over a local station.

* **Agricultural Issues Forum**

A team of 3 to 7 students research and analyze a current agricultural issue. They then create a portfolio, develop and deliver a presentation that stresses both the pros and the cons of their selected agricultural issue. Members have the opportunity to utilize verbal skills and presentation abilities to defend their findings and answer judges’ questions.

* **Public Relations**

A team develops and presents a 5 – 8 minute presentation that provides information on Texas FFA and what it represents. The presentation is developed with the assumption that that the judges have no prior knowledge of the FFA Organization. Team members are asked questions and have the opportunity to respond following their presentation.

* **Job Interview**

Job interview is a solo event that allows one member per chapter to actively participate in the interview process. Competitors will: prepare a resume, interview for an agricultural position of their choice, compete in application skills judging and will participate in a 3 minute telephone interview. This competition also provides an opportunity for a 10 minute personal interview and the preparation of a follow-up letter after the interview is completed.

**Career Development Events (CDE’s)**

Career Development Events build on what is learned in agricultural classes and encourage members to put their knowledge into practice. These events are designed to help a member prepare for a career in career in agriculture by testing and challenging the student’s technical, leadership, interpersonal and teamwork skills as well as their knowledge of the subject matter.

Many CDEs are qualifying events for the National FFA CDE competition and/or offer scholarship opportunities. We participate in several practice contests across the state as well as the Area and State CDE’s. There are 28 Career Development Events that the FFA offers, but we usually train 5 of these teams which include Livestock Judging, Horse Judging, Farm Business Management, Vet Tech, and Wildlife. The chapter is open to competing in other events if there is student interest.

* **Ag Communications**Teams consisting of four members participate in a simulated news conference, then use the information collected to complete practical problems including writing a news story and press release; preparing a radio broadcast; creating a three-page Web site and developing a page layout. Participants also complete a written communications quiz and an editing exercise.
* **Agricultural Technology & Mechanical Systems**

This event tests both technical and agricultural mechanics skills. A team of three or four members must demonstrate their ability to work with others while solving problems. During the event, members complete a written exam and demonstrate problem-solving and hands-on performance skills. The event takes a “systems” approach and emphasizes machinery and equipment systems, related industry and marketing systems, energy systems, structural systems and environmental/natural resource systems.

* **Ag Sales**Three or four member teams demonstrate the professional sales process including customer relations, advertising and promotion, telephone skills and product display. Members also complete an exam, present a project summary and make a sales presentation for an agricultural product. They complete one of four practical problems and cooperatively solve a market analysis problem.
* **Agronomy**Participants complete a 50-question written exam; identify seeds, insects, soils and crops; demonstrate knowledge of agronomic management to solve a practical problems. Teams consist of three or four members and the top three scores are tabulated for the final team score.
* **Cotton**Team members evaluate 50 cotton samples and class each sample as to color grade and leaf grade.
* **Dairy Cattle**During this event, team members complete a written exam, evaluate dairy cattle on physical characteristics and analyze cows based on pedigree and herd record. Teams consist of three or four members and the top three scores are compiled for team results.
* **Entomology**Students apply the fundamentals of entomology and develop skills in identifying common insects and their significance to people and agriculture.
* **Environmental & Natural Resources**Environmental and natural resource education has a responsibility to ensure an educated public and provide students prepared to enter careers in environmental and natural resource industry. The purpose of the environmental and natural resource career development event is to stimulate student interest and to promote environmental and natural resource instruction in the agriculture food and natural resource curriculum and to provide recognition for those who have demonstrated skills and competencies as a result of environmental and natural resource instruction.
* **Farm Business Management**Management skills and economic principles are applied to agriculture and agribusiness situations as team members complete a written exam and solve farm analysis problems.
* **Floriculture**Classroom knowledge and skills are applied as students identify and evaluate cut flowers, house plants, flowering plants, floral designs and complete an exam that tests their knowledge of floral design, propagation as well as preparation of floral and foliage products for sale.
* **Food Science**A four member team designs a new food product or re-designs an existing one using a marketing scenario, as they covers product development and presentation, along with food safety issues. Participants use their sensory skills to evaluate and solve problems while applying sound principles in a decision making process.
* **Forage**Students apply their knowledge of various forage species to evaluate hay based on physical properties, identify species common to pastures and complete quiz that tests team members’ knowledge of different aspects of forages. Teams consist of 3 or 4 members.
* **Forestry**

Identification of both hardwood and pine species, teams evaluate sites for best management practices based on environmental factors, analyze plots, product volume and identify plant species and their effects on timber-forage-wildlife relationships.

* **Homesite Evaluation**It has long been said that soil is our most basic natural resource. Not only agriculture, but also life on earth is dependent upon the wise use of soil. The Home Site Evaluation Career Development Event introduces students to non agronomic use of land including, but not limited to, the suitability of various types of land for building sites, home sanitation systems, impoundment structures, lawns and other construction considerations.
* **Horse**This CDE allows members to observe and evaluate in order to rank horses based on breed characteristics and conformation. Performance classes are evaluated within various equestrian styles. American Quarter Horse standards are used in performance classes. Three or four member teams with the top three scores counting toward team score.
* **Land**Members of land evaluation teams judge sites based on characteristics of the soil and observations of landscape conditions, then recommend land treatments considering factors such as soil characteristics, vegetative conditions and planned use for the site.
* **Livestock**Beef cattle, sheep and swine are evaluated for market values and desirable physical traits. Team members also rank livestock for breeding purposes, using observed physical characteristics and performance data.
* **Marketing Plan**A team of three members apply practical skills in the marketing process by developing and presenting a marketing plan. The plan promotes a current or proposed agricultural product, supply or service. In competition, the team presents its plan and answers judges’ questions.
* **Meats**Students develop skills for careers in the meat animal industry as they complete a written exam; evaluate beef carcasses for quality and yield grade; identify various meat cuts, place beef, lamb and pork carcasses, and place wholesale and/or retail cuts.
* **Milk Quality**As a result of event outcomes, members develop a greater understanding of quality production, processing, distribution, promotion, marketing and consumption of dairy products. Team members complete a written exam, evaluate milk samples, identify cheeses and distinguish real and artificial dairy foods. Teams are composed of three or four members. The top three scores are tabulated in the team score.
* **Nursery/Landscape**This CDE encourages members to apply their landscaping, marketing and service skills as they complete a written exam, identify various landscaping plant materials and evaluate plant materials and landscape plans.
* **Plant ID**Contestants identify samples of grasses, forbs, legumes, and woody plants and for each indicate length of life, season of growth, origin, and the economic values of the species on wildlife and grazing.
* **Poultry**Students apply classroom knowledge to evaluate production, processing, marketing and consumption of chickens, turkeys, processed products and eggs. Participants complete a written exam, solve a management problem, evaluate animals and products, as well as identify various poultry products.
* **Range**An actual pasture is evaluated on the basis of characteristics of the soil exposed and observations of landscape conditions- slope, gullies, etc. Team members make pasture management recommendations using information provided on a "pasture condition sheet" and by observing landscape and vegetative features. The range evaluation portion of the competition requires members to record the degree of utilization, kind of site, range condition and the predominant decreaser, increaser, and invader plant species while also recommending range management practices.
* **Tractor Technician**In this three part competition, team members appraise components and parts of tractors and agricultural implements and make recommendations for services needed and not needed, complete a written exam and finally the team of three members, working as a group, will compete in locating and correcting five deliberately placed malfunctions in diesel fueled tractors and safely navigate the repaired tractor through a driving course within the 25 minute time limit.
* **Veterinary Science**To promote career and postsecondary readiness by providing opportunities to develop knowledge and demonstrate skills in the field of veterinary science.
* **Wildlife**Students apply the information gained through enrollment in the agricultural science wildlife management course to demonstrate and identify plant species, proper habitat management practices, safety procedures, game laws, management techniques as well as compass and pacing skills.
* **Wool**

Members within a team each evaluate fleeces for fineness, length and yield, rank fleeces within a group and give reasons for their placing of those classes. Contestants must be very familiar with all grading standards and evaluation techniques because no measuring devices are to be used during the contest.

**Speaking Competitions**

Speaking Development Events are designed to develop the ability of FFA members to express themselves on any given subject. Students are encouraged to develop their communication skills and learn to formulate their remarks for presentation in a variety of situations. The state finals of the speaking development events are held in conjunction with the Texas FFA convention.

* **Extemporaneous Public Speaking**

Members learn how to think and prepare an argument quickly and persuasively. Competitors have 30 minutes to prepare a presentation on one of three randomly selected agricultural topics. After delivering the oration, contestants may be asked questions about their presented topic.

* **Senior Prepared Public Speaking**

Each competitor will write and deliver a 6 – 8 minute presentation about a current agricultural topic of their choice. Participants are judged based on written notes, presentation delivery and for adequately answering questions from the judges.

* **Junior Prepared Public Speaking**

Each competitor will write and deliver a 4 – 6 minute presentation about a current agricultural topic of their choice. Participants are judged based on written notes, presentation delivery and for adequately answering questions from the judges.

* **Soil Stewardship Prepared Public Speaking**

Contestants prepare and deliver a 6 – 8 minute presentation based on the current year’s theme as established by the Texas State Soil and Water Conservation Board. Prior to competition, presentations must be presented to members of the local chapter and to at least one civic or school group.

* **Agriscience Fair**

Students use the scientific process as they reinforce skills and principles they have learned in agriscience courses. They conduct research projects and prepare a scientific report and display for judging at the state level.

**Supervised Agricultural Experiences (SAE’s)**

The Supervised Agricultural Experience (SAE) program is education. SAE offers an opportunity for hands-on, real-life agricultural career preparation. SAE’s relate to agricultural science curriculum including student aptitude assessments, agricultural interests, career choices and educational goals of the industry. SAE’s tie together the entire agricultural education experience. Every student of the Agricultural Science discipline is offered the opportunity to experience an SAE. SAE’s require documentation logged in an approved record book. A majority of the Arlington FFA Student SAE’s result in the production type category and are pursued through the means of preparing animals, plants, and agricultural mechanics projects for show and/or youth fair projects.

* **Production Entrepreneurship**

Production-oriented entrepreneurial enterprises may include breeding or market animals, crops, and youth fair projects.

* **Agribusiness**

Entrepreneurial projects that focus on agricultural sales, services or other entrepreneurial endeavors. Horticultural production enterprises fall under the agribusiness category.

**Livestock Project Information**

**Possible Projects Include: Beef Cattle, Market Sheep, Market Goats, Breeding & Market Rabbits**

* **Record Keeping Requirements**

All students exhibiting an animal MUST keep an approved record book through the Agriculture Experience Tracker.

* **Animal Validations**

All animal projects are subject to validation by county and/or state guidelines. All animals shown at major stock shows (Fort Worth, Houston, etc.) must be state validated. State Validation dates vary by species. Dates will be announced by the Agriculture Sciences Teacher as soon as formal notification has been received from the venues. The following information is being offered based on historical data:

* Heifers: Mid June & End of October.
  + - Heifers must be registered and correspond with show ownership dates.
* Steers: Mid – Summer
* Sheep & Goats: End of October
* **Tarrant County Validation**

Market animals that are not state validated must be county validated prior to showing at the Tarrant County Junior Livestock Show. The validation dates are set by the Livestock Board and can be found in the Tarrant County Junior Livestock Association (TCJLA) handbook.

* **Quality Counts**

Students are required to complete the Quality Counts program and pass the certification test before entering any major show. There is no cost involved and students may repeat the examination process as necessary. For more information visit: <http://qualitycounts.tamu.edu/>

* **Major Stock Shows**

Arlington FFA could participate in the following major stock shows:

* Fort Worth Livestock Show: January 18 – February 9, 2019. Entry Deadline- Nov. 1
  + For more information visit: www.fwssr.com
* San Antonio Stock Show: February 7-24, 2019. Entry Deadline- Nov. 1
  + For more information visit: http://www.sarodeo.com/
* Houston Livestock Show: February 25 – March 17, 2019. Entry Deadline- Nov. 1
  + For more information visit: http://www.rodeohouston.com/
* Austin Livestock Show: March 16-30, 2019. Entry Deadline- Nov. 1
  + For more information visit: [www.rodeoaustin.com](http://www.rodeoaustin.com)

* State Fair of Texas: September 28- October 21, 2018. Entry Deadline- Aug. 25
  + For more information visit: [www.bigtex.com](http://www.bigtex.com)

* Heart of Texas : October 4-13, 2018. Entry Deadline- Sept. 15
  + For more information visit: www.hotfair.com

* Other smaller shows (jackpot or buckle shows) could be attended as well
  + Arlington Winter Classic- January 12th, 2019. Entry Deadline- Nov. 1

* **Major Show Entries**

All major shows must be registered for as a group by the Agriculture Sciences Teacher. The following is required in order for the process to be successful: entries must be completely filled out in advance, all signatures obtained, social security numbers recorded, “Quality Counts” certification number documented and all fees paid in advance. “Major Show Sign-up Night” is scheduled for the first week of November. Students wishing to exhibit their animal any of these shows must attend this meeting.

* **Major Show Transportation**

All Arlington FFA Show Team Projects will be transported by the Agriculture Sciences Teacher(s) or a AISD Career and Technical Education (CTE) designee employed by Arlington ISD. Drivers of any and all AISD vehicles must be approved by the CTE Office and completed the necessary paperwork. Livestock must be clean prior to departure from The AISD Agriculture Science Facility.

**Livestock Code Of Ethics**

The following is a list of rules and guidelines established by The AISD - Arlington Agriculture Sciences Program regarding livestock exhibition. It is mandatory that each FFA member be familiar with and put into constant practice the Livestock Code of Ethics.

1. The livestock exhibitor must be a paid member of the Arlington FFA Chapter in order to exhibit a project under the Arlington FFA.
2. The livestock project will be under the **direct care and ownership** of the exhibitor. The livestock project will be under **direct supervision** of the agriculture sciences teacher.
3. The livestock project will be worked with daily. This includes being properly fed/watered on a regular schedule as determined by the student, parent/guardian, and the Agriculture Sciences Teacher. The livestock exhibitor will be responsible for maintaining good health and nutrition of their livestock project.
4. The livestock project will be kept in the appropriate pen which must remain clean at all times. It is the responsibility of the student to clean the animal pen daily.
5. The livestock exhibitor will demonstrate good sportsmanship at all times. This includes at Stock Shows as well as at The AISD Agriculture Sciences Facility.
6. The use of illegal drugs on livestock is NOT permitted under any circumstances. Animals under the influence of illegal substances are banned from being shown as an AISD - Arlington FFA Project.
7. Students will follow all rules of each and every livestock show and event attended as a member of the Arlington FFA Organization.
8. Students must be passing to show their animal project. If a student fails 1 or more classes in one 6 week grading period they will lose eligibility and be placed on probation from the Arlington ISD show program. The student must pass all classes by the next progress report to become eligible to show.
9. All students will work as a team to keep the exhibit are clean. All students will split the cost of any bedding materials at livestock shows.
10. Mistreatment of animals will not be tolerated. Possible examples of mistreatment are, but not limited to; failure to treat open wounds, not deworming the animal on a regular basis, failure to provide food or water for longer that a 24 hour period.

**The above rules apply to all projects for show utilizing the AISD – Arlington FFA name and likeness. An infraction of any of the above rules could result in immediate removal of student and animal from the FFA Show Team. Arlington FFA members who exhibit a livestock project must sign a contract agreeing to the Livestock Code of Ethics. Violations of this code will result in contract termination.**

**AISD – Arlington Agriculture Sciences Facility**

**Rules, Fees And Guidelines Contractual Agreement**

1. **Scope**

The AISD Agriculture Sciences Facility is a part of the AISD and therefore, all rules and regulations found in the student handbook and code of conduct apply.

1. **Liability disclaimer**

AISD, Arlington High Schools, its employees, volunteers, and/or the FFA Organization cannot be held responsible for damages including loss of personal property, injury, illness and/or death to members, guests or animals.

1. **Eligibility**

Only FFA members in good standing with AISD and the FFA Organization will be allowed to utilize the AISD Agriculture Sciences Facility.

1. **Guests**

Only one guest, non-relative, under 18 years of age is allowed to accompany a student to the facility to care for an animal project, unless a parent or legal guardian of the student is present at the facility.

1. **Sequence of events**

A student must meet the following criteria prior to bringing an animal onto AISD Agriculture Sciences Facility grounds:

* Obtain permission from the Agriculture Sciences Teacher
* Attend a meeting with parents/guardians and Agriculture Sciences Teacher
* Read, understand and sign the facility agreement
* Pay, in advance, all associated fees
* Actively participate in all mandatory barn cleaning days

**Note**: Adherence to this sequence of events is mandatory for all students. Non-compliance will result in student and animal removal from program.

1. **Facility Hours**

Gates and doors will remain closed and locked at all times. No unauthorized person(s) are allowed to be present on facility grounds for any reason during hours of non-operation without the express knowledge and permission of an Agriculture Sciences Teacher and/or a campus or district administrator. The AISD Agriculture Sciences Facility hours of operation are as follows:

* Weekdays: During School Year 6:00 AM – 9:00 PM
* Weekdays: Summer Break and Holidays 6:00 AM – 9:00 PM
* Weekends: 6:00 AM – 9:00 PM

1. **Gate Access**

Students with one or more animals at the Agriculture Sciences Facility will be issued a key card for the gate (limit two per student). If a key card is lost, stolen, or damaged students will be held responsible for a replacement cost of $5.00 per card.

Never force the gate open. If force has been applied to open the gate, the cost for repairs will be the responsibility of the person(s) involved as determined by security cameras. In the event the gate will not open with the key card, contact one of the Agriculture Sciences Teachers for further directions.

1. **Animal Expenses**

The exhibitor is responsible for all expenses incurred for or by the animal(s). Expenses incurred may include but are not limited to: initial purchase, regular feeding, pen bedding, everyday care and grooming, exhibition costs/fees, major and minor medical expenses (i.e. surgery, veterinarian bills, etc).

1. **Animal Care**

The exhibitor is responsible for the proper animal care including: adequate nutrition and hydration for proper growth, show ring development of the animal(s), cleaning of pen(s) and maintenance of the surrounding area of the facility. Animals may only be washed in designated areas of the facility.

No one is ever allowed to feed another person’s animal, unless doing so with the express request of the project owner and with the permission and notification of the Agriculture Sciences Teacher. Animals may be under special diets. Any and all concerns about animal care (or lack thereof) must be brought to the attention of an Agriculture Sciences Teacher.

1. **Facility Care Of Stalls And Pens**

Students are responsible for supplying and maintaining pens with adequate and approved bedding. The bedding must be changed on a regular basis (at least once a day) for the health and well being of the animal. Soiled bedding must be promptly and properly disposed of in designated areas. Wheelbarrows must be emptied by student(s)/parent(s) after every use. Failure to clean and maintain pens will result in disciplinary action from teachers and administrators.

1. **Summer Occupation Of Pens**

Animal projects are not allowed to occupy facility pens and stalls during the summer break months without the direct consent and express permission of the Agriculture Sciences Teacher(s). This facility is operated and provided by AISD and Arlington Agriculture Science Programs and is NOT intended for use during the summer months or for animals not eligible for show.

1. **Pen Assignments**

Only members of Arlington FFA Chapter may utilize this facility for their animal projects. Pens will be assigned as projects are brought to the facility. Animals must be kept to their designated and assigned pens. Only the Agriculture Sciences Teachers are authorized to make necessary changes to original assignments. Student(s)/parents(s) are not authorized to move, modify, or expand pens for any reason without the written approval of the Agriculture Sciences Teacher. No mechanical, wooden, electrical, metal structures or additions may be placed in pens without the written approval from the Agriculture Sciences Teachers.

1. **Removal Of Animals After Shows**

The exhibitor will remove all animal projects from the facility within the two weeks following their final show. This applies to all animals, excluding breeding projects. Breeding projects that extend into another show season must receive a written directive which may only be issued by the Agriculture Sciences Teacher.

1. **Animal Death**

In the event of an animal project death at the facility, it is the exhibitor’s responsibility to remove the animal within two hours of notification. If the animal cannot be removed, this service will be provided at the request of the facility at the expense of the animal projects owner.

1. **Project Responsibility**

Animal projects are the responsibility of the owner. Management decisions for the animal projects will be made by the student/parent owner. The Agriculture Sciences Teacher is available to assist and aid a student requesting assistance in the decision making process.

Animal project owners and the Agriculture Sciences Teacher are jointly responsible for the close monitoring of ALL show rules. Ethical treatment of animals is required at all times and rule violations will not be tolerated.

1. **Student Behavior**

Students will act in a mature, professional manner while at the Agriculture Sciences Facility. Primary responsibility over behavior, discipline and supervision rests on the student’s parent/guardian when the Agriculture Sciences Teacher (or designee) is not present at the facility during early morning hours and after school hours. Loitering at the facility will not be tolerated.

Students and visitors/guests alike will be held financially and legally accountable for destruction and vandalism to any portion of the facility. Glass containers are NOT allowed at the facility for the safety of the animals. Activity or behavior that may endanger the health and/or physical well being of students, parents, teachers, visitors or animals, will not be tolerated.

1. **Feed And Tack Areas**

The safety, sanitation and the appearance of The AISD Agriculture Sciences Facility are a priority.

* Feed and tack areas are to be clean and free of loose hay and open feed. A lockable container with lid is provided and required to be used by each student to store feed and hay.
* No show boxes are allowed without permission.
* Valuables should be brought to and from home, not remaining at the project center.
* AISD and its employees are not responsible for the theft or damage of any personal items.
* Feed and tack areas are to be kept clean and neat.
* Students will not be permitted to bring in tack not approved by the agriculture teacher.
* No feed barrels or tack is permitted in the aisles.
* If not kept in the feed/tack area the student must keep it in the pen with their animal.

1. **Mandatory Facility Clean - Ups**

The appearance of The AISD Agriculture Sciences Facility is a top priority. Periodic “facility clean-ups” will be held and attendance is mandatory for all students with animal projects housed at The AISD Agriculture Sciences Facility. In the event of an absence the student is responsible for finding a replacement to stand-in i.e. parent or sibling.

1. **Agriculture Sciences Teacher Use Of Animals**

The Agriculture Sciences Teacher may utilize a student’s animal project for teaching purposes i.e. practice in livestock judging and livestock management skills such as weighing, leading, or vaccination.

1. **Student Eligibility For Livestock Shows**

In order to be eligible to participate in any livestock show as an FFA student, students must meet the following requirements:

* Be enrolled in an agriculture science class.
* Have approval of supervising teacher.
* Be a member in good standing of the Arlington FFA Chapter.
* Attend all mandatory livestock meetings for the specific livestock project.
* Be passing ALL subjects at the time that eligibility is determined per UIL guidelines. If a student is ineligible to show due to grades, the animal is also ineligible to show.
* Have paid entry fees on time and meet show requirements.

1. **Problems And Chain Of Command**

When a problem or concern arises, the best way to resolve it is by following the established “chain-of-command.” Always begin with the agriculture science teacher of your specific species.

Breeding Rabbits- Ms. Clark: 214-668-9159 Heifers- Mr. Durr: 817-688-0398

Market Rabbits- Ms. Morse: 972-345-0911 Goats- Mr. Smith: 817-925-8721 Lambs- Ms. Wood: 254-366-2367 Alvarado Vet Clinic: 817-783-2257

1. **Terms, Conditions, Consequences**

The AISD Agriculture Sciences Facility reserves the right to refuse facility access and use for any of the following reasons:

* Animal abuse or neglect in any form
* Animals with disease or infection
* Animals that are dangerous and/or unsafe to handle
* Animals not being fed for show purposes
* Non – FFA Show Animals being kept at the facility
* Students failing to observe rules
* Students no longer involved in program
* Parents/Guardians confronting other adults or student in an unprofessional manner

If the student fails to abide by any of the above-mentioned rules or guidelines, actions can be taken to remove the animal or/ban any future agriculture facility privileges. The student is subject to disciplinary action or fines for failure to comply with these rules/guidelines.

1. **Notice of eviction will proceed as follows**

* Teacher/Student conference
* Teacher/Student/Parent conference
* Referral to school administrator for disciplinary action
* Immediate removal of project from the agriculture facility and sale

Major infractions of school, facility or student code of conduct rules while at agriculture facility may result in immediate eviction, as deemed appropriate by AISD administration.

If it becomes necessary to remove an animal project, the owner will have 3 days to remove it. If the animal is not removed by this time, it will be taken by the authorized agent of the school administration and marketed at the at the nearest commercial livestock market. The remainder of the money from the sale of the animal will be sent to the owner after deductions for any outstanding balance owed to the FFA chapter.

1. **Transportation**

Students and parents must arrange transportation to and from the barn unless for class.

1. **Prohibited substances**

Alcoholic beverages and tobacco use are prohibited on the premises at all times.

1. **Trespassing**

A student shall not be in another student’s pen unless the agriculture teacher, responsible parent or student whose project is to be looked after gives permission.

1. **Firearms**

NO FIREARMS will be allowed on the premises of the project center at any time.

1. **Pets**

No pets, dogs, or other domestic non-farm animals will be allowed on the premises of the project center except for classroom activities explicitly expressed by a agriculture science teacher.

1. **Removal of Project**

If it becomes necessary to remove an animal project, the owner will have 3 days to remove it. If the animal is not removed by this time, it will be taken by the authorized agent of the school administration and marketed at the at the nearest commercial livestock market. The remainder of the money from the sale of the animal will be sent to the owner after deductions for any outstanding balance owed to the FFA chapter.

1. **Breeding Animals**

No male breeding animals are allowed at The AISD Agriculture Sciences Facility. Heifer’s no longer eligible to compete at approved shows must be removed from The AISD Agriculture Sciences Facility within two weeks after the last show for which they are eligible to compete.

1. **Vandalism**

The student is expected to respect the value of The AISD Agriculture Sciences Facility. Any defacing of property or equipment will mean dismissal from the facility **IMMEDIATELY**. Students will be held financially accountable for willful vandalism or destruction of any property on the part of the student(s) who commits the act.

1. **Equipment**

Livestock management equipment (clippers, blowers, etc.) will be provided for student use but must be treated with care and respect. All broken or stolen equipment is to be reported immediately. All equipment is to be cleaned and returned to the proper storage area after each use. Willful misuse or damage may result in fines or loss of use privileges as well as replacement of broken equipment.

1. **Penalties**

Students who fail to abide by the above guidelines, or fail to maintain their pens may forfeit the privilege of keeping projects at the project center in the future.

**The AISD - Arlington Agriculture Sciences Facility Agreement – Part I**

The purpose of The AISD Agriculture Sciences Facility is to provide an extension to the classroom instruction and maximize learning for FFA members who utilize the facility for their Supervised Agriculture Experience Programs (SAEP’s) or animal project.

In order for all parties to best utilize the barn, there are rules and guidelines, which must be observed and complied with. To ensure compliance, AISD employees, including the agriculture science teacher and administrators, will monitor and manage the facility. Due to the uniqueness of the needs of the individual students, the Agriculture Science teacher may make decisions based on the best interests of the District, the school, the student and the animal(s).

Directions for Agriculture Science Rules, Fees and Guidelines Agreement

1. Read the entire agreement completely for comprehension.
2. Completely fill out the cover sheet.
3. Sign and date the Facility Usage Agreement on last page.
4. Turn in the signed facility agreement and all fees to an Agriculture Science teacher.
5. Student will receive a copy of the completed agreement.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade:\_\_\_\_\_\_\_\_\_\_

Mother/Legal Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father/Legal Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Animal Project(s): Write number of animals that will be housed at Agriculture Science Center.**

**Steer \_\_\_\_\_\_\_ Heifer\_\_\_\_\_\_\_ Lamb \_\_\_\_\_\_\_ Goat\_\_\_\_\_\_\_**

**The AISD - Arlington Agriculture Sciences Facility Agreement – Part II**

* I have read and agree to abide by The AISD Agriculture Sciences Facility Use Agreement.
* I have read and understand the Project Commitment Guidelines for my livestock project.
* I agree to comply with all posted project center hours of operations.
* I agree to attend and participate at all announced AISD Agriculture Sciences Facility workdays. In the event that I cannot attend, I must notify the agriculture science teacher in a timely manner.
* I agree to the following discipline management policy:
  + Teacher/Student conference
  + Teacher/Student/Parent conference
  + Referral to school administrator for disciplinary action
  + Immediate removal of project from the agriculture facility and sale

Major infractions of school, facility or student code of conduct rules while at agriculture facility may result in immediate eviction, as deemed appropriate by AISD administration.

If it becomes necessary to remove an animal project, the owner will have 3 days to remove it. If the animal is not removed by this time, it will be taken by the authorized agent of the school administration and marketed at the at the nearest commercial livestock market. The remainder of the money from the sale of the animal will be sent to the owner after deductions for any outstanding balance owed to the FFA chapter.

**NOTE**: Only those students who are actively enrolled in Agriculture Science classes and/or members of the Arlington FFA are permitted to use the barn.

**3**

**Handbook Acknowledgement**

I have received a copy of The AISD – Arlington FFA Student Handbook and The AISD Agriculture Sciences Facility Agreement. I understand the rules and guidelines set forth by Arlington Independent School District and The Arlington Agricultural Sciences Department and The Arlington FFA organization.

**Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent/Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

For AISD Use Only

Project Animal Type: Number of Animals:

**Permission to Travel with Arlington FFA**

Possible FFA trips your student could travel and participate in:

* District Greenhand Camp- Arlington Agriculture Science Center
* Animal Selection/Treatment Trips
* Other Jackpot Buckle Shows- Statewide
* Stock Shows- State Fair of Texas, Waco, Ft. Worth, San Antonio, Houston, Austin, Winter Classic
* Aggie Fest Judging Clinics – Texas A&M University
* State Goat and Heifer Validation- Crowley High School and/or Grapevine High School
* District/Area/ State/National Level LDE completions- Plano West/ Bells/Sam Houston State University
* District/Area/ State/National Level CDE completions- McClennan College, Tarleton State University, Texas A&M Commerce, Texas Tech University, Sam Houston State University
* District/Area/ State/National Level Banquets and Conventions- Prosper/Texas A&M Commerce
* Chapter End of Year Fishing Trip- Lake Whitney

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, give my student, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ permission to travel with Arlington FFA to the above list of events and destinations. By my signature below, I acknowledge that I am the Parent/Guardian of this student and I have the authority to consent to these activities.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature Date