



**Itasca ISD
Agricultural
Science
&
FFA Student
Handbook**



Agricultural Sciences and FFA Student Handbook 2020-2021

Table of Contents

Mission Statement	3
FFA Departmental Policy & Membership Information	4
FFA Official Dress	6
Chapter Officer Elections and Competitive Events	6
IISD Project Center Rules & Guidelines	7
Project Management	9
Project Care	10
Itasca ISD Livestock Show Rules & Guidelines	12
Terms, Conditions and Consequences	13
Receipt of Itasca FFA Student Handbook	14
MS Hammack Project Center Agreement	15

Agricultural Department Policy and FFA Membership Information

The following policies and guidelines apply to the Itasca ISD Agricultural Department and Itasca ISD FFA Chapter. As a leadership organization, students must be in good standing in and out of school and are subject to dismissal from the organization for problems in any of the following areas: insubordination, ISS placement, AEP placement, suspension, expulsion, truancy, cheating, drinking, drugs, violations of the Student Code of Conduct or major breaches of the FFA Code of Ethics.

The Ag Science teacher and the IHS principal reserves the right to add to or amend these guidelines and rules as deemed necessary.

All Itasca ISD FFA student activities are an extension of Itasca ISD; therefore, all rules and regulations found in the student handbook, Student Code of Conduct and School Board Policy apply.

Mission of the National FFA Organization:

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.

FFA Code of Ethics:

- FFA members conduct themselves at all times to be a credit to their organization, chapter, school, community and family.
- Develop my potential for premier leadership, personal growth, and career success.
- Make a positive difference in the lives of others.
- Dress neatly and appropriately for the occasion.
- Respect the rights of others and their property.
- Be courteous, honest and fair with others.
- Communicate in an appropriate, purposeful and positive manner.
- Demonstrate good sportsmanship by being modest in winning and generous in defeat.
- Make myself aware of FFA programs and activities and be an active participant.
- Conduct and value a Supervised Agricultural Experience Program.
- Strive to establish and enhance my skills through Agricultural Education in order to enter a successful career.
- Appreciate and promote diversity in our organization.

Itasca ISD FFA Membership

Itasca ISD adheres to guidelines and policies provided by the National FFA Organization & Texas FFA Association.

Texas FFA Association Policy Handbook

Section 1: Active Membership Eligibility

1.1 Operational Premises

(a) The FFA Organization is an integral part of Agricultural education, a leadership development program for students of Agriculture, food and natural resources programs. FFA programs are intended to be applied activities related to the classroom and laboratory instructional programs, individual supervised Agricultural experience programs and the leadership, personal and career development component of the Agricultural education delivery model. Thus, membership guidelines should reflect this philosophy and support enrollment in Agriculture, Food and Natural Resources courses.

1.2 Constitutional Authority

National FFA Constitution, Section C: To be eligible for active membership in a chartered FFA chapter, a student must be enrolled in a secondary Agricultural Science and Technology program. To retain membership, a student must:

- 1) Be enrolled in at least one Agricultural Science and Technology course 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 to gain experience in Agriculture related careers.
- 2) Show an interest in the affairs of the Association by attending meetings, striving for degrees of membership, and participating in other organized activities of the chapter.
- 3) Pay all current Districts, Area, State and National dues by the date determined by the chapter.
- 4) Display conduct consistent with the ideals and purposes of the Texas FFA Association/Texas Association of Future Farmers of America.

Section 2: Junior Membership

2.1 Operational Premises

(a) The FFA Organization is an integral part of Agricultural education, a leadership development program for students of Agriculture, Food and Natural Resources instructional programs. FFA programs are intended to be applied activities related to the classroom and laboratory instructional programs. Thus, membership

guidelines should reflect this philosophy and support enrollment in Agricultural science courses. The organization of a Junior FFA chapter is entirely optional, with the need of such an organization to be determined by the local FFA chapter.

2.2 Constitutional Authority

Texas FFA Constitution, Article V. Section B.- *Junior Membership* --Active chapters of the Texas FFA Association/Texas Association of Future Farmers of America may form Junior FFA Chapters for the purpose of enhancing and encouraging the education of younger students who are interested in the Agricultural industry. Membership in the Texas Junior FFA organization shall consist of students enrolled in public schools or accredited private schools who are in the third grade and eight years old and may continue until they become eligible to enroll in the Agriculture, Food and Natural Resources instructional program. Junior members must be affiliated with a chapter in the school district in which they are enrolled or with a duly chartered chapter in an accredited private school in which they are enrolled as a full-time student unless the school district approves a waiver for out of district students. School superintendents must approve and certify in writing out of district students to participate in the junior FFA program(s) of their district. Such waivers must be submitted annually. Each Junior FFA Chapter shall submit yearly a roster to the State FFA Association that includes the name, date of birth, age, grade, and address. Each local chapter can set and collect dues. State dues in the same amount as active FFA membership dues shall be collected.

2.3 Membership Opportunities

- a) The membership year begins September 1 and ends August 31. Students initiate Junior membership by participating in whatever location function is designated by the local advisor as a qualifying activity or event to initiate membership. (Examples: attend meetings, validate livestock under auspices of chapter) Local chapters may develop requirements in excess of state requirements for students to remain in good standing with the local chapter. Once a student is eligible to enroll in an Agriculture, Food and Natural Resources class of any kind, he or she is not eligible for Junior membership. Middle school students enrolled in Agriculture, Food and Natural Resources classes must be submitted as active members (Discovery Degree members for local credit classes).
- b) Junior FFA members are not eligible to participate in events in which Texas FFA Association has direct oversight including but not limited to leadership development events, career development events, speaking development events, state FFA rodeo, talent and AgriScience fair. Junior membership activities shall include exhibition of livestock and poultry projects. Local, county, regional and statewide shows and other Agricultural Education partners may include junior members in other events such but not limited to agricultural mechanics shows and judging competitions.

FFA Official Dress

Female Official Dress

- 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.*
- White collared blouse and official FFA blue scarf.
- Black dress shoes with a closed heel and toe (No boots, sandals, open-toed shoes, or tennis shoes.)
- Black nylon hosiery.
- Official FFA jacket zipped to the top.

Male Official Dress

- Black dress pants. (No jeans - blue or black, leather, pleather, etc.)
- White dress shirt and official FFA tie
- Black dress shoes with a closed heel and toe solid black boots are acceptable. (No sandals, open-toed shoes, tennis shoes.)
- Black socks
- Official FFA jacket zipped to the top.

Chapter Officer Elections and other FFA Competitive Events

Students are encouraged to participate in all that the FFA has to offer. Students have the opportunity to do more than just show animals. They can run for leadership positions and compete in numerous FFA competitive events.

Chapter Officer Elections

- The Itasca ISD FFA Chapter Officer Contract will be used when selecting Chapter FFA Officers.

Career Development, Leadership Development, and Speaking Development Events

- These events are the connection between high school and the real world. These events are truly competitions that teach students current trends in the AgriScience industries as well as critical thinking and communication.
- Leadership Development Events are contests that occur during the fall semester. Career Development Events and Speaking Developments Events are contests that occur during the spring semester. Itasca ISD FFA Chapter will compete in contests that best fit the needs and interests of its FFA members.

Itasca ISD Project Center Rules & Guidelines

The project center is a classroom facility and ALL SCHOOL RULES will apply for students and adults, as well as approved visitors. Only Itasca ISD students who are Itasca FFA members in good standing are eligible to stall animals at the project center. All projects housed at the project center MUST be part of an approved Supervised Agricultural Experience Program.

Open Communication

- Please maintain open respectful communication with the Ag Science teacher regarding your participation in the program.
- Questions and communication should be through email unless there is an emergency and then you may call an AST for assistance.
- Communication should be conducted from 7:00am to 5:00pm, Monday through Friday unless an emergency is present.

Respect ALL Property and Project Center Facilities

- If you choose to keep your animal(s) at the Project Center Facility or to use Itasca ISD equipment (clippers, pens, etc.), you will need to respect and take proper care. Please report any damages to the AST.
- Any equipment owned by Itasca ISD is to be used by IISD Ag Science Teachers or under the direct supervision of an AST and is not to leave the Project Center facilities unless the AST has granted student permission to remove the equipment. This may include but is not limited to show boxes, fans, stall set-ups, blowers, hoses, dividers, pig boards, etc.

Visitors

- Any visitor accompanying a Itasca Independent School District FFA student and/or parent and attending a IISD sponsored event or activity, must adhere to appropriate conduct guidelines outlined in this document.
- Any visitors accompanying a student to the barn that is not family should be approved by the AST. This is for the safety of other students and their animals.

Liabilities: Animal Projects

- No animals will be housed at the Project Center facility without a current signed receipt of this document.
- All animal projects to be housed at the Project Center must be owned by or loaned to Itasca ISD enrolled students and must be exhibited as an Itasca FFA exhibit.
- Itasca ISD, IISD AgriScience program, district employees, or volunteers will assume NO responsibility for accidents or injuries to students, parents, visitors, livestock, or personal property resulting from the use of the facilities or equipment, as well as livestock owned by other persons.

Consignment and/or Leased Projects

- Any leased or contracted animal will be under the written contract of the parent/student and owner and/or breeder of that animal. Itasca Independent School District and/or IISD Ag Science teacher will not be responsible for lease or consignment agreements.
- A copy of all signed official agreements between student and breeder **MUST** be provided to the Ag Science teacher and kept on file during the duration of the contract period.

Facilities Usage

All Itasca ISD policies will be followed at all times. (See Student Code of Conduct and Student Handbook).

- No alcoholic beverages, tobacco products, or controlled substances will be allowed. No persons under the influence of alcohol, tobacco or other controlled substances will be allowed on the premises at any time. At stock shows there will be no alcoholic beverages, tobacco products, or controlled substances around the stall areas, including but not limited to inside coolers. This includes vapes. **FAILURE TO ABIDE BY THESE RULES WILL RESULT IN IMMEDIATE EVICTION OF THE STUDENT'S ANIMAL(S).**
- Safety for self and the project is the sole responsibility of the student. Any damage to the facility or injuries occurring at the facility should be reported to an AST immediately.
- For the safety of students, parents, and guardians, the facilities hours are from 5:00 am to 11:00 pm. No unauthorized personnel shall feed or be at the Project Center facility for any reason before 5:00 am or after 11:00 pm without permission from an AST. Anyone present during closed hours will be considered trespassing. If there are extenuating circumstances, please contact the supervising AST.
- *IISD will not be held liable for injury, loss or theft of a project or other property.*
- The supervising AST will make stall/pen assignments as well as storage area assignments for each student project. *The assignments should not change without AST approval.*
- All animals occupying the facility must be entered and shown in at least one show throughout the project year.
- Animal ownership may not change without teacher approval.
- No male breeding animals will be allowed at the facility.
- All market animals must be removed from the project center at the end of the show season.
- The Project Center facility is to be used only for feeding and caring for livestock projects. It is not a student hangout location, and loitering will result in a campus discipline referral.
- All vehicles must drive and park in the designated areas only.
- No unleashed pets are allowed on the facility grounds for any reason. This is for the safety of pets, animal projects, and persons at the project facility.

- Gates and doors should always be shut and locked, even when the facility is occupied. All facility gates should be closed at all times.
- No structural additions or changes to the facility will be allowed without Itasca ISD approval.
- Absolutely no chemicals, pesticides, sprays, etc. or other forms of pest removal products are allowed. If there is a need to remove pests, report this to the AST.
- Students should report any needed repairs to the AST immediately so that repairs can be done in a timely manner.
- Students housing animals at the facility may be assigned duties or responsibilities for the care and maintenance of the facility as determined by the AST.
- No cords shall lie within reach of any animal and must be properly secured. Animals can chew on the cord and be electrocuted. Use of any electrical devices and extension cords must be approved by supervising AST.
- NO unauthorized trailers or other items will be allowed to be parked/stored at the facility.

Project Management

- The Supervised Ag Experience Project is the student's responsibility. This also applies to all required record keeping and documentation. All project management decisions will be made by the student/parent in cooperation with the supervising AST. The student & parent will closely monitor all show rules and will be responsible for compliance.
- The student's AST must approve all projects **before** purchase, including personally owned animals, if the animal is to be shown as an Itasca FFA exhibit. The instructor must be actively involved in the selection process, or the project will not be eligible to be an FFA exhibit.
- Any animal that is raised as a project at the facility and enters a show under any group other than Itasca FFA will lose their facility privileges (unless permission is granted and is issued in writing by the AST). If a student wishes to attend a show without the FFA they must follow proper protocol.
- The supervising AST will provide the following for parents and students:
 - Lead the selection & purchasing process for student animal projects.
 - Provide advice on feeding, grooming, equipment, and other necessary purchases.
 - Provide instruction and recommendations to help students properly groom animals. for show, train their animals prior to show.
 - Provide students with entry forms for all school sponsored livestock shows.

Project Care

All rules, care of projects and feeding procedures apply also to summer, holidays and weekends.

- Cruelty to animals will not be tolerated and is cause for immediate eviction of the animal as well as the student. This includes but is not limited to: neglect, abusive training, malicious actions, using electronic devices without permission, or administering unapproved drugs.
- Animals must enter the facility only after visual inspection by the AST or a veterinarian issued health check.
- All projects must be fed at least *twice per day* unless otherwise instructed by an AST.
- In the event a student must go out of town or have someone other than a family member feed the animal(s), the supervising AST must be notified as early as possible.
- Students or family members should not make it their business to discuss other students' SAE projects. Please do not feed other SAE projects because you do not know their specific diets. The AST will monitor all projects.
- PENS- Wet sand, shavings and feces are to be removed daily. Sand/shavings are an expense of the student/parent. All animal feces and shavings need to be dumped in the designated location. Shavings are required for pig pens.
- AISLES- The aisles are to remain clean and free of trash, hoses, carts, shovels, rakes, etc. This is the responsibility of all exhibitors.
- WATER- Fresh, clean water should be supplied daily to your project. Empty or dirty water buckets are unacceptable; they should be cleaned & filled every day.
- EXERCISE- Exercise programs will be on a per-species basis and will be given to the student/parent from the species AST. These programs can change as needed.

Veterinary Care Procedures and Expectations

All Project Center residents are responsible for all veterinary care for their animal project(s). This includes regular immunizations, hoof trimmings, castrations, dehorning, parasite control, medications to treat illness, and emergency treatment deemed necessary by AST.

***PLEASE NOTE:** If, at any time, an AST believes an animal to be in a state that emergency care is necessary, the owner must agree immediately and seek veterinary treatment. If the owner cannot be reached or the owner refuses to seek immediate veterinary treatment, the AST has the right to seek emergency treatment for the animal at the owner's expense.

Medication to Animals

- All projects and animals under the Itasca FFA are the responsibility of the supervising AST. ALL forms of medication or substances or any other treatment MUST be approved by the teacher.
- We will follow all major show rules regarding feed and drug residue restrictions. The supervising AST will not knowingly give animals any illegal drug or substance. The rules regarding substances change regularly, so do not depend upon what you could or could not do when you were showing previous to the current situation. If you have a question about

anything that you may want to give your animal, please check with your supervising AST first.

- Successful programs will be tested, and if an exhibitor is found in violation, a stock show may ban them from ever participating again.
 - **NO** medication, including but not limited to, off-label or extra-label vaccine, medication, spray, feed additive, over the counter medication and/or vaccinations or other substances will be given internally or externally to any livestock project without approval of the AST. All established withdrawal times for any administered product must be strictly followed.
 - Ag science teachers will seek veterinarian assistance if any questions arise pertaining to administering medication.
 - **In the event an animal tests positive before, during or after a major event, the student and/or parent must inform the supervising AST immediately.**
- All animals shown under the Itasca FFA Chapter or housed at the facility must follow these guidelines regardless of whether they are owned, leased or consigned.

REMOVAL OF PROJECTS

- The student is to remove all projects from the Ag Barn facility within two (2) weeks after the last sponsored show.
- Market animals cannot stay at the barn after their last show. Breeding animals can stay until they are aged out and can no longer show.

PROJECT DEATH

- If an animal project dies at the project center, it is the student's/parent's responsibility to contact the AST immediately..
- It is the student's/parent's responsibility to remove the project.

SCRAMBLE ANIMALS

- Any Itasca ISD FFA student that wishes to participate in any calf scramble at any show or event must have approval and permission from the supervising AST **prior to** the student signing up to participate in the event.
- Students and parents are responsible for reading and meeting the rules and expectations of the scramble shows. It will also be the responsibility of the student/parent to have the scramble student to the appropriate show, location, and time as required by the show.
- Scramble participants must meet all expectations as written out by the Scramble Office from the prospective show. If expectations are not met, their sponsorship will be at jeopardy. Reports are the responsibility of the student. If reports are not kept as they should be, the student will forfeit their animal.

Itasca Independent School District Livestock Show Rules & Guidelines

Membership on the Itasca ISD FFA Show Team is considered a privilege; therefore, the following rules must be followed.

The stock show experience is fast-paced and requires a lot of hard work on the part of everyone involved. To have a successful, positive experience, everyone must work as a team.

Itasca ISD Livestock Shows

For 2020-2021 school year, parents/students can attend additional "Jackpot Shows" on their own but will need to comply with the following:

- Gain permission from campus school administration and from the AST prior to entering the show.
- If proper notice is not given, the administration has the right to refuse to excuse the absence.
- Supply your own means of transportation; truck, trailer, cage, etc.

All entry forms for Major Shows the school will attend will be filled out at the Parent/Exhibitor Show Meetings held by the AST. This is also when payment for registration fees should be made.

The AST will not be responsible to hold original registration papers. Registration papers will be the sole responsibility of the exhibitor and their parents. If an exhibitor does not have papers present at a show, they will not be able to exhibit their animal.

The AST reserves the right to deny stock show attendance and the showing of a project animal if that animal does not meet expectations. These expectations include but are not limited to: the animal is unsafe to handle, failing a visual inspection by an AST, being underweight, overweight, or showing symptoms of contagious illness/disease.

The ASTs will not provide school transportation for students or animals to open shows.

STUDENT ELIGIBILITY TO PARTICIPATE IN LIVESTOCK SHOWS

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

- UIL eligibility guidelines will be followed to determine eligibility.
- If a student is ineligible to show due to UIL ineligibility, the animal is ineligible as well.
- All FFA or Junior FFA membership dues are paid and the student is in good standing with the IISD FFA chapter.
- Students will be allowed to participate in only those shows approved by the supervising teacher.
- Attend all mandatory livestock meetings for the specific livestock project.
- Have paid entry fees on time and meet show requirements. Entries will not be submitted without payment.

Terms, Conditions And Consequences

REMINDER: Terms, conditions and rules are subject to change. All contents of this manual are at the sole discretion of the Ag science teachers and campus administration. This document will be kept updated and located on the district website. *It will be the responsibility of students and parents to utilize the district website to obtain and/or refer to the most current version of this document.*

The Agriculture Program reserves the right to remove any animal from the facilities if any one of the following conditions exists, including but not limited to:

- Animal abuse or neglect in any form
- Diseased or infected animals
- Animals that are unsafe to handle
- Students and/or parents failing to observe rules
- Animals not being fed for show purposes as requested by the ASTs
- Student is no longer involved in the program
- Student has excessive disciplinary issues
- Student verified use or possession of drugs, alcohol, tobacco or any other controlled substance whether the offence occurs on or off campus
- Student has excessive ISS placement or a DAEP placement
- Student is expelled or withdrawn from IISD

Parents and students should remember that being a part of the Itasca FFA is a privilege. Being a part of such a large leadership organization makes you a leader at school, in the organization, and the community.

- Any negative public comments (Facebook, Twitter, Instagram, etc.) posted by students or parents/guardians may result in removal from the barn and/or the program
- Gossip, negative comments and conversation, and assumptions can be very detrimental to all and will not be tolerated.

If the student fails to abide by any of the above-mentioned rules or guidelines set forth in this document and other Itasca ISD district policy, actions can be taken to remove the animal and/or any future Agriculture facility privileges. The student is subject to disciplinary action for failure to comply with these rules/guidelines.

Failure to abide by all rules can result in the following consequences. Unless an offense is cause for immediate removal.

OFFENSE	CONSEQUENCE
1st OFFENSE	Student will receive a verbal warning from the AST.
2nd OFFENSE	Student will receive a written warning and a detention to be served on the student's home campus.*
3rd OFFENSE	Student will receive a written warning and be placed on a growth plan. Growth plan will include additional barn duties as directed by the AST, as well as an essay assigned by the AST.
4th OFFENSE	Student and animal(s) will be evicted from the barn and the program.

*If detention is not available at home campus, student will be required to serve detention with AST in the Ag Building.

RECEIPT OF FFA STUDENT HANDBOOK

**ACKNOWLEDGMENT OF 2020 - 2021
ITASCA ISD FFA STUDENT HANDBOOK**

Student Name (please print)

IISD Student ID#

Student Signature

Campus

Parent Signature

Date

My student and I accept responsibility for reading and following the guidelines in the Itasca ISD FFA Student Handbook.

All students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the document. If I have questions regarding the Itasca ISD FFA Student Handbook, or the Student Code of Conduct, I should direct those questions to the principal.

Student signature

Date

Parent/guardian signature

Date

***An electronic copy of the handbook can be found at itascaffa.ffanow.org
If you need a paper copy please see Ms. Chapman***

Itasca FFA
Project Center General Rules & Regulations
2020-2021 Barn Agreement

My son/daughter and I have read the above rules and regulations and agree to abide by them at all times. We have been given a copy of these rules and regulations to refer to as needed. We understand that any/all issues with the Project Center facilities will go through the AgScience Teacher. We also understand that violation of these rules and regulations will result in loss of Project Center use privileges.

Student's signature _____ Date _____

Student's address _____

Parent's signature _____ Date _____

Parent Cell _____ Student Cell _____

Other Emergency Contact #'s _____

Date _____

Project Type _____