

FFA Policy Handbook

2014-15



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2014-15

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FFA Information

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.

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.

FFA Dues

Annual Denton FFA dues are \$20.00. This includes dues for Local, District V, Area V, 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. According to Texas FFA guidelines, members must be enrolled in an Agricultural Science Class to participate in activities.

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.

Denton Junior FFA

Jr. FFA membership is open to Denton ISD students in grades 3-8. Dues for Jr. Members will be \$5.00. Joining the Jr. FFA allows the member to participate in local meetings as well as showing at major stock shows under the supervision of the Denton Independent School District Agriculture Teachers. Since they are not enrolled in a high school Agriculture class they are not allowed to participate in LDE's or CDE's.

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

The FFA CREED

- I believe in the future of agriculture with a faith born not of words but of deeds - achievements won by the present and past generations of agriculturists; in the promise of better days through better ways even as the better things we now enjoy have come to us from the struggles of former years.
- I believe that to live and work on a good farm, or to be engaged in other agricultural pursuits, is pleasant as well as challenging; for I know the joys and discomforts of agricultural life and hold an inborn fondness for those associations which, even in hours of discouragement, I cannot deny.
- I believe in leadership from ourselves and respect from others. I believe in my own ability to work efficiently and think clearly, with such knowledge and skill as I can secure, and in the ability of progressive agriculturists to serve our own and the public interest in producing and marketing the product of our toil.
- I believe in less dependence on begging and more power in bargaining; in the life abundant and enough honest wealth to help make it so - for others as well as myself; in less need for charity and more of it when needed; in being happy myself and playing square with those whose happiness depends upon me.
- I believe that American agriculture can and will hold true to the best traditions of our national life and that I can exert an influence in my home and community which will stand solid for my part in that inspiring task.

FFA Motto

Learning to Do
Doing to Learn
Earning to Live
Living to Serve

FFA Code of Ethics

We will conduct ourselves at all times in order to be a credit to our organization, chapter, school and community by:

- Dressing neatly and appropriately for the occasion
- Showing respect for others and being courteous at all times
- Being honest and not taking unfair advantage of others
- Respecting the property of others
- Refraining from boisterous talk, swearing and other unbecoming conduct
- Demonstrating good sportsmanship
- Attending meetings promptly
- Taking pride in our organization and its functions
- Sharing with others experiences and knowledge by attending state and national meetings

Official Dress

The uniform worn by FFA members at local, district, area, state, and national functions is called official dress. It provides identity and a distinctive, recognizable image to the organization.

Female members should wear:

White collared blouse
Black skirt – hem below the knee
Official FFA Scarf
Black Nylon hosiery
Black dress shoes
Official FFA Jacket – zipped to top

Male members should wear:

White collared shirt
Black pants or slacks
Official FFA Tie
Black socks
Black Shoes (low top dress shoes)
Official FFA Jacket – zipped to top

CDE Dress for Contests

- Buttoned down, collared shirt
- Nice Jeans or Slacks that fit at the waist and are free of fading or holes.
- Closed Toe Shoes are required
- No Caps or Hats (*except hard hats in meats contest*)

Official Dress for Livestock Shows

- Buttoned Down, Collared Shirt, tucked into pants
- Nice Jeans that fit at the waist and are free of fading or holes.
- Closed Toe Shoes are required – NO Tennis Shoes.
- Belt should be worn
- No Caps or Hats
- Hair should be pulled away from face and look orderly.

In addition to the previous guidelines, the Denton ISD Student Dress Code is in effect at all FFA activities and competitions. If it is inappropriate to wear to school, it is inappropriate to wear to an FFA activity.

Denton FFA Alumni

The mission of the Denton FFA Alumni is to support and advocate for agricultural education and FFA through gifts of time, talent and financial resources at the local, state and national levels.

Membership to the Denton FFA Alumni is \$20. Prior membership in the FFA is not a requirement for membership in the Denton FFA Alumni; anyone wanting to support the FFA, agricultural education and the future of agriculture is welcome.

Denton County Livestock Association

The purpose of the Denton County Livestock Association is to promote the breeding, improvement, and sale of purebred and commercial livestock; to encourage producers to produce the highest quality of livestock; to establish and maintain a friendly spirit between members of the Association by a friendly exchange of information and ideas on all subjects pertaining to livestock, poultry and their products.

This organization sets policy for the Denton County Youth Fair. All parents with children participating in the youth fair are encouraged to become active members of this organization. Dues must be paid by the September meeting.

Blue Ribbon Club

The Blue Ribbon Club is the support group for FFA and 4-H members in Denton County who participate in the Denton County Youth Fair. The Blue Ribbon Club adds money onto animal that do not make the premium sale. Any parent wishing to participate in this organization is encouraged to do so.

FFA Letter Jacket Program

Students of Denton ISD FFA are eligible for letter jackets. The Denton FFA Alumni is kind enough to sponsor these jackets. A student may earn a letter jacket by meeting the following criteria:

- 1) Have a minimum of 3 years of FFA membership
- 2) Accumulate a minimum of 275 points from participation in various FFA activities. All activities have a point value, depending on the level of participation.

Local/chapter activities	5 points/activity
District/County activities	10 points/activity
Area activities	15 points/activity
State activities	20 points/activity
National activities	25 points/activity
Invitational contests	10 points/activity
Community Service activity	5 points/activity
Maximum of 50 points/year on livestock shows (Jackpot=local; County=district)	
CDE/LDE practices	10 points for perfect attendance
SAE project: 1 project/year	25 points (Students with multiple projects can only count one)

Supervised Agricultural Experience Programs

A unique aspect of the Agricultural Science Program is the Supervised

Agricultural Experience Program (SAEP). It enables students to feed and exhibit livestock projects, develop agricultural crop or horticultural enterprises or experience the other aspects of the agricultural industry. The SAEP is a powerful tool that teaches responsibility, time management, commitment, teamwork and sound financial practices.

Estimated Cost of Livestock Projects

Species	Time	Duration*	Cost**	Feed/Tack**
Cattle	12 months	Feb.-March	\$2000**	\$1000
Swine	5 months	Nov. – March	\$400**	\$400
Sheep	9 months	July-March	\$400**	\$200
Goats	9 months	July-March	\$400	\$200
Broilers	3 months	Jan – March	\$1.25/head	\$150
Rabbits	2 months	Feb-March	\$150	\$50

NOTES:

**All time durations will vary depending on the shows being purchased for and the locating of the project.*

***Costs for animals may vary depending on quality of livestock and location purchased.*

****Animals are not required to be kept at the DISD Project Center. The above costs do not reflect any charges that can occur for veterinarian fees, medication, validation, entry fees, etc. These would be additional expenses for the project.*

Policy and Guidelines

Information

The following policies and guidelines apply to the Denton ISD Agricultural Department and Denton ISD FFA Chapters (Denton High School, Guyer High School, Ryan High School). As a leadership organization; students must be in good standing in and out of the school and are subject to dismissal from the organization for problems in any of the following areas: insubordination, truancy, cheating, drinking, drugs, and violations of the DISD student code of conduct or major breaches of the FFA code of ethics.

The FFA advisor and/or Director of Career and Technical Education reserve the right to add or amend these guidelines and rules as deemed necessary. This document will be kept updated and located on the DISD district website. *It will be the responsibility of FFA advisors, students and parent to utilize the district website to obtain and/or refer to the most current version of this document.*

Agricultural Department and FFA Membership

Denton ISD adheres to guidelines and policies provided by the Texas FFA Association. Texas FFA allows local discretion of the school district to adopt more stringent membership guidelines as deemed necessary.

Texas FFA Guidelines: <https://www.texasffa.org/>

National FFA Guidelines: <https://www.ffa.org/About/WhoWeAre/Pages/The-Official-FFA-Manual.aspx>

Liabilities

Animal Projects

No animal, including but not limited to personally owned animals, consigned or leased animals, will be housed at the Ag Barn facility without a current signed receipt of this document and a signed "DISD student co-curricular / extracurricular contract" on file with the Campus Ag Science Teacher. The required document is located at the back of this manual.

All animal projects must be owned, consigned or leased by Denton ISD enrolled students to be housed at the Ag Barn facility.

The Denton ISD, Agriculture Program, Denton FFA Alumni, 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.

Insurance for animals kept at the facility is not maintained by the school district, Agriculture Departments or FFA Chapter. It is the responsibility of the student to provide any insurance coverage on his/her animal deemed necessary. The loss of an animal, or expenses incurred as a result of loss, injury, illness, etc., including veterinary bills, is the sole responsibility of the student and will not be the responsibility of the Denton Independent School District, Agriculture Departments, Agriculture Teacher, Career and Technical Education Department, or FFA Chapters.

Consignment and/or Leased Projects (For the 14-15 School year only)

- All animals or projects consigned or leased by Denton FFA students are under the sole determination, approval, and supervision of the Denton ISD Ag science teacher.
- Any leased or consigned animal will be under the written contract of the parent/student and owner and/or breeder of that animal, Denton Independent School District and/or DISD Ag science teacher will not be responsible for leased or consigned Agreements.
- Once a student completes the contracted term, it is the parent and student responsibility to return the animal back to the owner and/or breeder in healthy condition. The Ag science teacher can assist with travel arrangements if necessary.
- All responsibilities for the maintenance and care of the animal are the responsibility of the student.
- A copy of the signed Agreement between student and breeder must be provided to the Ag science teacher.
- All Agreements must have a minimum term of three (3) months and must be approved by the Ag Science Teacher a minimum of 2 weeks prior to showing under Denton FFA.
- All consignment or leased animals housed at the Ag Barn facility will be kept under the direct supervision of the Ag science teacher and will not leave the Ag Barn facility grounds without the Ag science teacher approval.
- At the conclusion of the consignment project (last show sponsored by the Ag Science teacher) or removal of student from the program the consignment animal will go back to the breeder/owner within 2 weeks.

Travel for School Activities

Before students can travel to any school sponsored activity the teacher must have on file a field trip release form, and extracurricular medical permission form.

Visitors

Any visitor accompanying a Denton Independent School District FFA student and/or parent and attending a Denton ISD sponsored event or activity, must adhere to appropriate conduct outlined in this document.

Misconduct

Any infraction of district rules, policies or guidelines as set forth in the DISD Student Code of Conduct, DISD Student Co-Curricular/Extracurricular Contract, and/or the DISD FFA Policy Handbook will result in disciplinary action and may cause immediate removal from the program. The Ag science teacher(s) in collaboration with campus administration will have the authority to suspend or remove any member for any infractions. All content of this document is at the discretionary interpretation of campus administration and Director of CTE for determining consequences for inappropriate behavior.

Eligibility to Participate

Eligibility in the Denton ISD FFA organizations is based on the UIL eligibility standards found in TEA code 33.081 “no pass, no play.”

However, eligibility waivers for International Baccalaureate, Advanced Placement, honors, or dual credit classes are accepted for only one grading period during the school year for any FFA events above the chapter level. In order to be eligible for a waiver in these classes the following criteria must be met:

- 1) One failing grade 50 or above OR 2 failing grades 60 or above
- 2) There can be no zero's or missing assignments during that grading period.

Problems and Chain Of Command

When a problem or concern arises, the best way to resolve it is by following a set “chain-of command.” Always begin with the supervising teacher.

- Ag Science teacher
- Assistant Principal
 - GHS: Gene Terronez
 - DHS: TBD
 - RHS: Darrell Weyman
- Principal
- Director of CTE

Denton Independent School District Agriculture Science Ag Barn Facility Rules & Guidelines

The following guidelines are effective immediately. Notification of changes will be sent to campus administration and Ag Science Teachers. All content within this document is at the discretionary interpretation of Denton ISD campus administration and Director of CTE. This document will be kept updated and located on the DISD district website. *It will be the responsibility of teachers, students and parents to utilize the district website to obtain and/or refer to the most current version of this document.*

The Denton ISD Ag Barn Facility is the property of Denton ISD and is provided for the convenience of Denton ISD student FFA members choosing to participate in an animal Supervised Agriculture Experience Program (SAEP). Utilizing the Denton ISD Ag Science Ag Barn Facility is a privilege and not a right and is only for Denton ISD enrolled students.

In order for all parties to best utilize the Denton ISD Ag Barn facility there are rules and regulations which must be observed. This document outlines the expectations, regulations and rules that must be adhered to so that everyone involved can have a positive experience in the program.

Everyone must do their part to see that the DISD Ag Barn facility and projects are taken care of and a positive image is portrayed to the public.

To ensure compliance, Denton ISD employees including Agriculture science teachers, facility managers, maintenance workers, and administrators will monitor and manage the facility (both physically and via security cameras).

The purpose of the DISD Ag Barn facility is to provide an extension to classroom instruction, to maximize learning, and to allow FFA members to utilize the complex for their animal Supervised Agriculture Experience Program (SAEP).

General Expectations

Access to Denton ISD Ag Barn Facility

To protect the safety and security of DISD students and animal projects, all individuals seeking access to the Ag Barn Facility will be required to complete a Volunteer Application with the Denton ISD Central Office Administration. NO PERSON will be allowed access to this facility without a security pass from our local application process. Only individuals with direct connection to a Denton FFA student will be granted permission to access the facility and have passed the application process and criminal background check. **This application is located at <http://www.Dentonisd.net/parents/volunteer/>.**

Open Communications: Please maintain open communication with your Ag Science teacher regarding your participation in the program. Every effort will be made to insure consistent communication with everyone in the program. First and foremost the goal is to make sure the students have a positive learning experience, and it is encouraged that you to bring any situations or problems that are negatively impacting our students through the proper chain of command. Gossip and assumptions can be very negative and it is encouraged for everyone to avoid both.

Social Media: Any negative public comments (Facebook, Twitter, Instagram, etc.) may result in removal from the barn and/or the program pending any possible disruption to the school setting. This decision shall be made by campus administration.

Conflict Resolution: Personality conflicts and personal disagreements will arise, but we encourage adults to resolve their issues between themselves in a mature manner. Public arguments at Denton ISD FFA functions and facilities (meetings, stock shows, Ag barn, etc.) will not be tolerated. Such situations may result in one or both parties being ejected from the area and the future participation of that person and/or the student may be in jeopardy. Please refer to the Chain of Command when needing to address any conflicts that arise.

Facilities Care and Respect: We have been provided very nice and very expensive facilities and equipment. If you choose to keep your animal(s) at the Denton ISD Ag Barn Facility or to use Denton ISD equipment (clippers, pens, etc.), you will need to respect and take care of it. Persons responsible for intentional damage/vandalism (to the property or equipment of the facility, district or other students) will be held financially responsible for repair of the damage, disciplinary actions will be taken, and project removal from the barn will occur.

Denton ISD Equipment: Any equipment owned by Denton ISD is to be used by DISD Ag science teachers or under the direct supervision of DISD Ag science teacher. Equipment is not to leave the Ag Barn facilities unless being used by the Ag science teacher or a student has been granted permission to use the equipment off site. This may include but is not limited to: trailers, show boxes, fans, stall set-ups, blowers, hoses, dividers, pig boards, trim tables, chutes, etc.

Animal Selection: All projects kept at the Ag Barn facility must be approved by the Ag Science teacher. If a student wishes to select their own animal they must receive pre-approval from the Ag Science teacher. This will be allowed only under certain circumstances and is up to the Ag Science teacher's discretion. If you wish to keep your project at an outside location, approval and a signed agreement between the parent/student and Ag Science teacher must be made. NO PROJECT will be shown under any Denton ISD FFA chapter without the consent of the Ag Science teacher.

Number Of Projects At DISD Ag Barn Facility: Students will be limited to a maximum number of animal projects that will be housed at the DISD Ag Barn Facility. Students will be allowed the following animals per species subject to Ag Science Teacher Approval:

- I. Swine – up to a maximum of 2 projects subject to Ag Science teacher approval/facility space availability.
- II. Goats/Lambs - up to a maximum of 2 animals subject to Ag Science teacher approval/facility space availability

Costs: While showing animals is a positive experience, it is not a cheap one. You will incur costs for the animal, feed, entry fees, passes, transportation, hotels, vet bills, etc. Any expenses are to be paid at the time of service or deadline set forth for the event by the species Ag Science teacher. NOTE –students will be required to pay a one-time fee to house an animal at the DISD Ag Barn Facility. This will help cover costs associated with maintenance of the facility.

This fee is \$30.00

Outstanding Debts: All outstanding debts, i.e., vet bills, feed bills, etc. incurred by the student in the raising of the project must be paid before the instructors can release payment from the sale of the project.

DISD Student Handbook and Student Code of Conduct: The DISD Agriculture Science Ag Barn Facility is an extension of Denton ISD; therefore, all rules and regulations found in the DISD student handbook, and the Student Code of Conduct apply. This includes during the summer months, holidays and weekends.

Project Management

The animal Supervised Ag Experience Project (SAEP) is the student's responsibility. All project management decisions will be made by the student/parent in cooperation with the supervising Ag Science teacher. The Ag Science teacher will closely monitor all show rules. Ethical treatment of projects is required at all times and rule violations will not be tolerated. Any unethical treatment to an animal will result in immediate removal of the student from the Denton ISD FFA program.

The student's Agricultural Science teacher must approve all projects before purchase including personally owned animals. The instructor must be *actively involved* in the selection process, or the project will not be eligible for the following:

- to participate in livestock shows sponsored by Denton ISD
- to be housed at the Denton ISD Ag barn facility
- to be affiliated with any Denton ISD FFA program.

Any animal that is raised as a project at the Ag Barn facility and enters for a show under any group other than Denton ISD FFA will lose their facility privileges.

The Ag science teacher will provide the following for parents and students:

- Lead the selection & purchasing process for student animal project.
- 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, learn animal anatomy and facts necessary for showmanship, and exhibit their animals successfully in the show ring
- Provide students with entry forms for all school sponsored livestock shows and will provide tags for animals for state shows in accordance with State Validation Procedures and Regulations.
- Provide transportation for livestock to and from school-sponsored livestock shows decided by Ag science teacher based on DISD approval.

Facilities Usage

Facility usage is to be used for Denton ISD actively enrolled agriculture students and/or paid members of the Denton FFA program who own or lease an animal project. All projects housed at the DISD Ag Barn facility must be owned and cared for by actively enrolled Denton ISD students.

Each student is responsible for the feeding and care of his/her project on his/her own time without the assistance of anyone, other than the student's immediate family or the Agricultural instructor, without prior approval by the instructor. **No visitor or guest of the student will be**

allowed at the DISD Ag Barn Facility. Reminder, the facility is strictly for Denton ISD FFA students with animal project(s) and parents with an approved Volunteer Application on file at central office.

Students are expected to provide their own transportation to and from the Ag barn facility. For the safety of students, parents, and guardians, the Ag Barn facilities hours are from 5:00 am to 11:00 pm. No unauthorized personnel shall feed or be at the Ag Barn facility for any reason before 5:00 am or after 11:00 pm without permission from an Ag Science teacher. Anyone present during closed hours will be considered trespassing. If there is extenuating circumstances please contact your AST (Ag Science Teacher) whom will inform Director of CTE.

The Ag Barn facility is to be used only for feeding and caring for the livestock projects. It is not a hang out location and loitering will result in a campus referral.

No pets are allowed on the Ag Barn facility grounds for any reason. This is for the safety of pet, species projects, and persons at the Ag Barn facility. No structural additions or changes will be allowed without Denton ISD approval.

Non-approved additions or changes will be removed immediately. Absolutely no chemicals, pesticides, spray, etc. or other forms of pest removal products are allowed at the Ag Barn Facility. If there is a need to remove pests, ag science teachers need to report the issue to the Director of CTE immediately.

Students should report any needed repairs to an Ag Science teacher immediately so that repairs can be done in a timely manner. It is not the students or parents responsibility to repair area and/or equipment belonging to Denton ISD.

The appearance of the Ag Barn facility is a priority; there will be 3 scheduled "Ag Barn facility cleanups" which are mandatory for students with animal projects housed at the Ag Barn facility. If a student is unable to attend for any reason, they are responsible for finding a suitable replacement deemed appropriate by the Ag Science teacher.

Students housing animals at Denton ISD facilities may be assigned duties or responsibilities for the care and maintenance of the facility as determined by the Ag science teacher. Failure to maintain Denton ISD facilities in clean and proper order or complete duties assigned may result in the dismissal of the student and the removal of his/her animal from the facility.

No additions, subtractions, modifications, or construction relating to electricity, carpentry, plumbing, or location may be made. The use of electrical devices or extension cords must meet NEC and UL electrical codes. 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 Ag Science teacher.

Due to limited space, only authorized trailers or other items will be allowed to be parked/stored at the Denton ISD Agricultural facility. **Vehicles not authorized by the instructor or the district, are prohibited from entering the facility.**

All rules, care of project and feeding procedures apply to holidays and weekends

Care of 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. 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 Denton FFA Chapter including owned animals.
 - 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.
 - If at any time a student and/or parent does not agree with the Ag Science teacher regarding care of an animal, please contact the appropriate campus administration to resolve the conflict.
 - DHS:
 - GHS: Gene Terronez
 - RHS: Darrell Weyman
- 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. If any project is found to be in need of immediate emergency care, the DISD Agricultural science teachers reserve the right to seek treatment for that project at owner's expense, when owners are unable to be contacted.
- **PENS-** Shavings and feces are to be removed daily. The shavings should be replaced as needed are an 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.
- **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 wheel barrow to the front of the barn and dump it in the designated area and not outside our barn doors or in the drive way. 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 CONSISTANT. It is recommended that feeding should be done before 10am and 10pm. 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 bases 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 Denton 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.
- **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 communicate through the Ag Science teacher.

Medication to Animals

- All projects and animals under the Denton FFA are the responsibility of the sponsoring Ag science teacher; therefore 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 Ag Science teachers will not knowingly give your child's 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 Ag Science teacher first. Projects are subject to testing, and if an exhibitor is found in violation, a stock show may ban them from ever participating again. Students and parents will be required to sign an affidavit stating you have not given anything not approved by the FDA or USDA for that particular animal. All major show rules regarding feed and drug restrictions will be followed.
 - **NO** medication including but not limited to off-label or extra-label medications, sprays, feed additives, over the counter medication and/or other substances will be given internally or externally to any livestock project without approval of the Ag Science teacher. All established withdrawal times for any administered product must be strictly followed.
 - The Ag science teacher will notify students and/or parents if medication must be administered to any animal
 - Ag science teachers will seek veterinarian assistance if he or she has 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 Ag Science teacher immediately.**
- All animals shown under the Denton FFA Chapter or housed at the DISD Ag barn facility must follow these guidelines regardless of ownership.

Pen Assignments

- Due to space restrictions and equipment costs, the number of animals a student may raise at the Denton 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 species Ag Science teacher will devise an appropriate plan of action that best fits the needs of said species.
- Pens are reserved for Denton 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.
- High School FFA members have priority over Jr FFA members.

Senior Students:

- No senior student may start a project that will not finish before the end of school year.
- Graduated seniors will not be allowed to utilize the Denton ISD Ag Barn Facility. Animals will be removed from the project center within 2 weeks of last show sponsored by the Ag Science teacher.

Removal of Projects

- The student is to remove all projects from the Ag Barn facility within two (2) weeks after the last sponsored show. NO ANIMAL will be allowed to show after this deadline. If the project is not removed by the two-week period, the animal will be removed at the students/parents expense and sold at a local auction facility. The proceeds of the sale will be used to offset the expenses incurred due to the removal. After expenses have been covered the remaining balance (if applicable) will be mailed to the student/parents.
- Any student who is required to remove a project due to disciplinary actions will be required to leave within a 5-day period. In addition, departing student must clean stall.
- Students, who have failed two consecutive grading periods, will be expected to remove all animal projects from the facility.
- Graduating seniors and/or students not intending to feed a livestock project for the following school year must remove all personal belongings (feed, storage containers, etc.) from the DISD Ag Barn facility within two weeks from the last DISD sponsored livestock show of that Ag Science teacher, that the student participates in.
- Failure to comply will result in the forfeiture of personal belongings to the DISD Ag Barn facility.
- Purchasing and housing animals at the barn without prior permission from Ag science teacher is prohibited.
- Students are required to be paid FFA or Junior FFA members, failure to do so will result in the student not being eligible to show and therefore the project does not need to be housed at the DISD facility.

Project Death

If a project dies at the project center, it is the student's/parent's responsibility to contact the Ag Science teacher or if he/she cannot be reached another Ag Science teacher for Denton ISD.

- The Ag science teacher will provide information to students/parents about removal process
- It is the student's/parent's responsibility to remove the project within twenty-four (24) hours after being notified.
- The removal of a deceased animal is at the expense of the student/parent.

Junior Members

- Dues are to be paid to the FFA chapter of the receiving feeder high school Ag science teacher the junior member is zoned to attend.
- If showing multiple the Ag Science teachers of those species will discuss and devise a plan of action.
- Ag science teachers are responsible to communicate information to junior FFA members

Scramble Animals

- Any Denton ISD FFA students that are to participate in any calf scramble at any show or event must have prior approval and the permission from the Ag Science teacher 2 weeks prior to the scramble event.
- Scramble forms and certificates must be signed and approved by the Ag Science teacher overseeing the species being shown.
- Student 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 show.
- All general rules and expectations apply to scramble animals. If a student does not meet DISD or the scramble show rules, DISD FFA will drop sponsorship of the scramble animal.

Denton Independent School District Livestock Show Rules & Guidelines

All entry forms for Denton ISD sponsored shows will be filled out at the Major Livestock Show Meeting.

Membership on the Denton ISD FFA Show Team is considered a privilege; therefore the following rules must be followed. Any Denton ISD FFA member is expected to follow the guidelines of this handbook, student code of conduct, and extracurricular guidelines. Any FFA event is considered an extension of the Denton Independent School District and therefore all participating students must be actively enrolled in a DISD school to participate.

Any Ag Science Teacher supervising a species has sole discretion to adjust, amend or add additional expectations as deemed important for the success of his or her program and upon approval from the Director of CTE.

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.

Denton ISD Sponsored Livestock Shows

DISD sponsored shows for 2014-2015 will be limited to no more than 5 shows. All of these are school sponsored and will be at the discretion of the species Ag Science teacher. The AST **must accompany students to all sponsored DISD livestock events and shows.**

NOTE: DISD sponsored shows are **for Junior Market and Junior Breeding shows only.** The DISD sponsored shows for 2014-15 school year are as follows by species:

- **Steers:**
 - Fort Worth
 - Houston
 - San Antonio
 - Denton County
 - Weekend Show – TBD
 - **Swine**
 - Ft Worth
 - San Antonio
 - Denton County
 - Weekend show – TBD
 - **Heifers**
 - State Fair
 - Fort Worth
 - San Antonio
 - Denton County
 - Houston
 - **Rabbits**
 - Denton County
 - **Lambs/Goats**
 - Austin/Star of Texas
 - San Antonio
 - Denton County
 - State Fair
 - Weekend Jackpot - TBD
 - **Broilers**
 - State Fair
 - Houston
 - Denton County
- For the 2014-15 school year, students may participate in additional shows with prior approval from AST.
 - For 2014-15 school year, parents/students can attend additional “Jackpot shows” on their own but will need to comply with the following if showing under Denton ISD FFA chapter:
 - Gain permission from campus school administration and from Ag Science teacher at least 2 weeks in advance
 - If proper notice is not given, the Ag Science teacher has the right to refuse.
 - Must have shown the animal at least once with the Ag science teacher present
 - Supply your own means of transportation: truck, trailer, cage, etc.
 - The use of DISD equipment such as fans, blower, show boxes, drench guns, mats, etc. must have approval from the Ag science teacher.

Student Eligibility for Livestock Shows

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

- Be actively enrolled at a Denton ISD school High school students must be enrolled in an approved Agriculture, Food and Natural Resources class to participate in Denton ISD FFA chapters.
- If a student is ineligible to show due to UIL ineligibility, the animal is also ineligible to show.
- UIL eligibility guidelines will be followed to determine eligibility.
 - However, eligibility waivers for International Baccalaureate, Advanced Placement, honors, or dual credit classes are accepted for only one grading period during the school year for any FFA events above the chapter level. In order to be eligible for a waiver in these classes the following criteria must be met:
 - One failing grade 50 or above OR 2 failing grades 60 or above
 - There can be no zero's or missing assignments during that grading period.
- Comply with National FFA and Texas FFA member guidelines
- Must be in compliance of Denton ISD compulsory attendance (FEA Legal and FM Local)
- All FFA or Junior FFA membership dues are paid and student is in good standing with DISD 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.
- Students will be responsible for all personal travel to and from all livestock shows.
- Substitute exhibitors for any animal species must be approved and coordinated by the Ag science teacher in conjunction with livestock show rules.

General Expectations

- All students are expected to follow the Denton ISD student code of conduct and any co-curricular or extracurricular guidelines set forth by Denton ISD.
- All students showing with the Denton ISD FFA are expected to follow the rules and guidelines of the major stock shows. All shows provide a catalog/guidelines book via their website. Should you violate a rule, you will be subject to the consequences.
- All Denton ISD policies regarding travel, transportation and student behavior will be enforced.
- Everyone is expected to work as a team to load and unload animals, set up and tear down pens, weigh animals, etc. Denton ISD FFA works as a team to encourage and help one another, which means you are expected to watch other the students show, etc. We will travel as a group as much as possible and work together to make it a positive experience for all the students. If there are extenuating circumstances where you cannot work with other FFA members, please communicate with the sponsoring Ag science teacher.
- All animals must be validated and all validation rules must be followed. It is the responsibility of the student and/or parents to check the accuracy of the validation.
- All species will pen together at major shows. Meaning your animal will be penned with Denton ISD animals and are not allowed to be moved to another area of the show to be penned with others. This is to assist monitoring of animals at all times by DISD teachers.

- Animals should be clipped and groomed as much as possible before they leave for the shows. Each Ag Science teacher will give instructions for their procedures and sign-up times.
- All families are expected to make their own hotel arrangements.
- Payment for stock show registration is expected at the time of registration. Your registration will not be submitted until payment is made. Denton ISD FFA will hold a Major Show meeting in October for all species, this is mandatory for you to attend and all payment and paper work is to be completed at this time or the student will not be entered for the show(s).
- If you are not present to assist with loading or unloading, or to show or sell your animal, then your animal will not be shown or sold. The Ag Science teacher must approve any exceptions.
- Substitutions for showing animals must follow the guidelines of the major stock show. Any substitutions must have prior approval from species Ag Science teacher.

Other

- If an exhibitor is unable to be present for loading of tack and animals yet still wishes to show they will be responsible for transporting animal and tack on their own using personal vehicles unless prior arrangements are made with the Ag Science teacher.
- Students are expected to perform duties at the livestock show. This includes but is not limited to set-up, cleanup, etc. as set forth by Ag Science teacher.
- Parents/students may be asked to leave any DISD FFA sponsored event for any behavior misconduct including but not limited to aggressive or disrespectful behavior towards advisors, other parents, or students, or any behavior that brings discredit to our organization.
- Students who choose to attend livestock shows outside of the designated school shows must follow all Denton ISD FFA, and show team guidelines as they still represent our organization.
- Any decisions or instructions made by the Ag Science teacher at a school-sponsored show are final. Any concerns should be addressed through the chain of command prior to leaving for an event or upon immediate return following an event.

Parent Responsibility and Expectations

Denton ISD and campus administration reserve the right for discretionary interpretation of the contents in this guide. Any disciplinary action or violation of this document will be at the sole discretion of Denton ISD and campus administration.

Parent Responsibilities: Your assistance as a parent of the livestock show team is very important and valued. To help promote teamwork, good showmanship and success the following must be adhered to:

- Review show team guidelines, show rules, and contents of the DISD FFA handbook with your child frequently.
- Ensure your child accurately completes and turns in all registration paperwork and other required forms on time.
- Refrain from the use of tobacco, alcohol, and profanity at all FFA and livestock events.
- Support the decisions and instructions given by FFA advisors, show judges, and other officials at all FFA and livestock events.
- Provide positive support of your child and the entire FFA livestock team.
- Ensure that your student is on time to all required meetings and that they follow all show team contract guidelines.
- Provide transportation and accommodations for your student at all stock shows.
- All animals must be validated and all validation rules must be followed. It is the responsibility of the parents to check the accuracy of the validation.
- Use of alcoholic beverages is forbidden on school property, including the Denton ISD Ag barn facility. In addition, please remember that stock shows and other FFA events are family experiences and also an extension of school grounds when attending under Denton ISD FFA. Adults are not allowed to consume or have in their possession alcoholic beverages in or around the primary/general areas of the livestock show team, including animal pens.
- Parents/students may be asked to leave any DISD FFA sponsored event for inappropriate misconduct, aggressive or disrespectful behavior towards advisors, other parents, students, or any behavior that brings discredit to our organization.
- Any decisions or instructions made by the Ag Science teacher at a school-sponsored show are final. Any concerns should be addressed through the chain of command prior to leaving for an event or upon immediate return following an event.

Terms, Conditions and Consequences

REMINDER: ALL terms and conditions are subject to change. The contents of this manual are at the sole discretion of campus administration and Director of CTE. This document will be kept updated and located on the DISD 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:

- 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
- Student is no longer involved in the program
- Student expelled or withdrawn from DISD
- Student Place in DAEP (Alternative Education Program)
- ***If the student fails to abide by any of the above-mentioned rules or guidelines set forth in this document and other Denton ISD district policy, actions will be taken to remove the animal and/or ban any future Agriculture facility privileges. The student is subject to disciplinary action for failure to comply with these rules/guidelines.***

DISD Ag Science Teacher Guidelines And Expectations

All DISD Ag Science Teachers (AST's) will be responsible for following all district policies, including expectations and guidelines listed in the DISD Employee Handbook, Career and Technical Education Employee Handbook, DISD FFA Handbook, and policies and protocol listed in the Student Code of Conduct. All Ag Science teachers are under direct supervision of campus administration.

The following guidelines are currently in force. **Any new rules that may become necessary will be effective immediately** upon notification to campus administration and Ag Science Teachers.

FFA Competitions and Travel Guidelines

- Each DISD AST will be responsible for sponsoring FFA projects.
- The AST is responsible to ensure FFA students follow District policy FM (LOCAL) regarding student extracurricular activities. Students are allowed a maximum of 17 absences per school year associated with extracurricular activities.
- The home campus AST will ensure all students participating in any FFA event are eligible to participate under the University Interscholastic League (UIL) Side by Side Eligibility Rules and district policy FM(LEGAL).
- The sponsoring AST must confirm all eligibility on all students prior to participating in any FFA competition and ensure all participating students are actively enrolled in a Denton ISD school
- AST's need to adhere to the maximum instructional days DISD will support for attending livestock and/or judging competitions. It will be the responsibility of the AST to inform parents of which shows the AST will sponsor to coordinate the purchasing of animals accordingly.
- Denton ISD sets a maximum number of paid instructional days that may be missed by a DISD AST for school business; these days may include livestock shows, LDE and CDE competitions, and project delivery, purchase or pick up.

This includes livestock shows, judging competitions, and any project delivery, purchase or pick up

- It is the responsibility of the AST to plan their calendar accordingly with parents and students to adhere to maximum instructional days allowed to be absent.
- In the event an AST cannot pick up or deliver a project outside of the instructional day, the AST must obtain approval from campus administration and Director of CTE prior to making travel arrangements. Trips will not be approved unless funding is available.
- District sponsored shows will be limited to 5 shows.
- AST's will post the 5 shows they plan to sponsor each May prior to purchasing projects for the next school year.
- Purchasing of projects needs to be planned appropriately to minimize travel costs. These requests will be at the discretion of the Director of CTE. The AST with animal project duties shall send a calendar of expected travel for the school year to their campus administration with a copy to the CTE Director.
- The AST must get campus administration approval and Director of CTE approval prior to making all travel arrangements.
- All travel and/or sub requests must be submitted and received to central office (Director of CTE office) at least 1 week prior to departure date.

- Any days over the maximum district allowed, must be approved by the campus principal and will be at the expense of the campus
- Any out-of-state travel by DISD AST shall be approved by the principal, Director of CTE, and the DISD School Board prior to making any travel arrangements. Out-of-state travel should be limited to one trip not to exceed 3 instructional days in a row per school year except for extenuating circumstances approved by the campus principal and Director of CTE. All travel arrangements are the responsibility of the AST and must comply with guidelines listed in the DISD Career and Technical Education Employee Handbook and guidelines by the DISD Accounting/Purchasing Procedures.
- AST's must enforce that only DISD enrolled students and DISD staff members can accompany them in any DISD Ag vehicle.
- Both the campus AST and the sponsoring Ag Science teacher must have on file in hard copy and electronic form, the following signed documents:
 - Receipt of this handbook
 - DISD Student Code of Conduct
 - Field trip release form
 - Medical release form
- DISD monies expended for travel or property shall be for authorized use for DISD personnel only and shall not be allowed for personal use or personal gain.
- Campus administration and Director of CTE has the final approval for all FFA all AG Science travel

Selection of Projects and Livestock Show Responsibilities

- AST will take into consideration the maximum number of instructional days allowed to miss during the academic calendar when planning with students and parents regarding show season and selection of projects
- AST will also consider the number of maximum district sponsored shows (5) when deciding on project assignments for students
- All decisions regarding selection of projects are at the discretion of the AST.
- AST's are responsible to manage and assign stalls or locations of all animal project based on space and/or equipment available at the Ag barn and to limit student projects to ensure compliance of attendance guidelines
- The AST will have the final say as to whether an animal will be entered at livestock shows under the Denton FFA Chapter
- Each AST will appoint another AST to answer questions in the event of absence.
- The AST is fully responsible for monitoring and administering all medication for projects at the DISD Ag facility. REFER to the MEDICATION section of this document handbook
If the AST is not confident or comfortable to administer necessary medication, it is the AST responsibility to seek advice from another AST or a veterinarian for assistance
- If an AST does not agree with how another AST is handling the management of project animals, then any disagreement must be brought to the attention of the District CTE Director for resolution.
- The AST will provide the following for parents and students:
 - Lead the selection & purchasing process for student animal project. The AST MUST approve all projects before purchase and before student is eligible to move animal to the DISD Ag barn facility
 - Provide advice on feeding, grooming, equipment, and other necessary purchases
 - Provide a list of equipment and materials to purchase for the species prior to the purchase of the project

- Provide instruction and recommendations to help students properly groom animals for show, train their animals prior to show, learn animal anatomy and facts necessary for showmanship, and exhibit their animals successfully in the show ring
 - Provide students with entry forms for all school sponsored livestock shows
 - Provide guidance and help coordinate procedures to tag animals for DISD approved sponsored shows.
 - Provide transportation for livestock to and from DISD sponsored livestock shows based on DISD approval.
 - Ensure that DISD FFA Ag projects are stalled appropriately.
 - Ensure that all students who are competing have followed the rules and guidelines set forth in the DISD FFA Handbook
 - DISD AST's reserve the right to dismiss any student from the show team on a per show basis based on eligibility, behavior, or improper care of animal
 - DISD AST's reserve the right to dismiss any student from the show for inappropriate behavior of parents
 - DISD AST will contact the campus principal and Director of CTE upon any removal of a student or project from the show team or competition
 - The AST reserves the right to deny his or her signature to any livestock show entry or transportation to livestock shows for violations of the DISD FFA Handbook or DISD Student Code of Conduct.
- If at any time a show project tests positive for a banned substance, the AST must report this immediately to the campus principal and the Director of CTE. AST's must collaborate and agree in writing to grant permission surrounding student participation in Calf Scramble competitions. Students must have approval from the Ag Science teacher prior to competing in any Calf Scramble.
 - AST will enforce rules and regulations set forth by the show committee and inform campus administration and Director of CTE if any violations happen

Animals and/or Monetary Responsibilities

- The purchase or leasing of animals for student projects is the responsibility of the parents and students. DISD personnel are not responsible for monetary transactions.
- Under no circumstance shall a DISD employee be in charge or responsible for collecting money or providing monetary transactions between a owner and/or breeder and parent/student without proper documentation.
- The AST will recommend and provide parents and students breeder contact information and oversee selection. DISD AST shall issue a receipt to a parent and/or student upon receiving any monies not associated with consigned or leased animals. This includes but is not limited to ear tags, medication, supplies, etc.
- No monies shall be funneled through DISD AST's personal financial accounts.
- DISD AST shall not accept checks written to their personal accounts by parents for purchase of any item related to their official job capacities / duties.
- For any purchase of an animal project with assistance by DISD AST, a receipt shall be delivered directly to the parent and student.
- The parents and student(s) shall be given a receipt for any monies paid to any DISD Affiliated programs or DISD personnel for purchase and/or care of an animal as part of the FFA Program such as medication needs, vet bills.
- Any monies owed by the parents and student(s) will be detailed in a written invoice provided by the AST.

- If the parents and student(s) agree to have the FFA Sponsor research and purchase an animal for them, the parents shall sign a written Agreement for the FFA Sponsor to purchase the animal. The parents and the students shall receive a copy of any of the papers provided by the breeder for the purchase of the animal and shall receive a refund for any monies remaining or an invoice for any monies owed for the purchase of the animal.
- If an animal is sold at a show, a statement of sale (as applicable to each show) shall be provided to the parents and student(s) when they receive the payment for the animal.
- The AST is responsible for making sure all applicable information is shared with the parents.
- Parents and the student(s) shall be notified in advance of any procedures required or suggested at animal shows, sales, and contests.
- Any AST engaged in business that may be perceived as a conflict of interest, shall complete the proper conflict of interest form and have it signed by their campus administrator and filed according to DISD policies. This includes sponsors who assist students in any way with the purchase of animals. No animals shall be purchased from relatives of DISD FFA sponsors.
If any monies from an animal sale/purchase are owed to the student or to DISD
- Personnel, said monies shall be deposited into an authorized account and the monies owed to student / DISD Personnel shall be paid from that account, with a receipt and invoice to document the transaction.
- DISD financial assets or property including, but not limited to: trucks, trailers, equipment, gasoline, or tools shall not be used for personal use or personal gain.

Denton ISD Ag Science Project Center (AG BARN FACILITY)

- All AST's are responsible for enforcing rules and guidelines set forth in the DISD FFA Handbook surrounding the use of the Ag barn facility. The guidelines pertain to students, parents, and teachers who are associated with the DISD FFA program.
- AST's are responsible for maintenance and appearance of the Ag barn facility and equipment.
- Any maintenance or repairs needed, must be reported to the Associate Principal at GHS and the Director of CTE immediately.
- AST's must inform students, parents, and Director of CTE of a minimum of 3 "project center cleanup" dates. These dates will be used to clean up and organize the Ag barn facility and all FFA members with animal projects must participate or find a suitable replacement.
- All AST's are responsible to maintain upkeep and cleanliness of the Ag barn facility at all times. If the Director of CTE or other DISD Personnel deem the facility is not kept clean, the AST's will be contacted immediately.
- AST's will enforce the use of DISD large equipment usage; parents and students are not allowed to utilize any DISD large equipment under any circumstance. This includes trucks or other equipment deemed DISD property by Director of CTE.
- Due to safety concerns, the Ag barn facility will be open between the hours of 5 a.m. and 11:00 p.m. All AST's will enforce district Ag barn facility hours of operation with students and parents. Anyone present during closed hours will be considered trespassing.
- All AST's have the authority to remove any parent or student who is in violation of the Student Code of Conduct or the DISD FFA Handbook at any time while at the Ag barn facility. The AST will report the incident immediately to his or her campus administration and Director of CTE regardless of which school the student and/or parent attend.

- Any student and/or parent removed from the Ag barn due to any violations will be permanent pending campus administration investigation of the reported incident.
- AST's must monitor proper care of all animals at all times. This includes, but not limited to, daily maintenance of pen/facility, feeding, watering, hair care, medicating or other practices set forth by the AST.
- It will be the responsibility of the AST to remove or discipline and report to the campus principal and Director of CTE any student or parent who is neglecting an animal or not properly caring for the project. 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 the facility.
- AST will enforce and follow all guidelines and rules listed in the DISD FFA Handbook.

DISD CTE Ag Science Vehicle Usage

- AST's must enforce that only DISD enrolled students and DISD staff members can accompany them in any DISD Ag vehicle.
- All AST's must maintain a clean and safe driving record. Any violations to driving records must be reported immediately to the campus principal and Director of CTE. All AST's must be listed as an approved driver from the DISD Transportation.
- All vehicle usage requests must be submitted by email to Director of CTE and entered on the district Outlook Calendar 48 hours prior to departure or pick up of the vehicle.
- AST's are fully responsible to maintain cleanliness of vehicles. It is the responsibility of the AST to ensure all vehicles are clean. All CTE Ag science trucks will be stored at the DISD Transportation center when not in operation.
- Vehicle usage is subject to the approval of the DISD Director of CTE.
- AST will not be permitted to utilize any DISD owned truck for personal usage.
- AST will communicate and enforce that students and parents are strictly prohibited from the use of DISD CTE vehicles; including but not limited to trucks.
- Each AST will be responsible to ensure each mode of transportation remains in satisfactory and safe working condition. This includes but is not limited to:
 - Trucks:
 - Regular oil changes
 - Reporting tire usage and ensuring safety of tires at all times
 - Windshields not cracked and repaired
 - Breaks are maintained and replace
 - Trailer breaks when attached to the truck are in working condition
 - Diesel exhaust fluids (on appropriate trucks)
 - Lights front and rear are in working condition
 - General wear and tear
- The AST will report any non-working or issues with vehicle maintenance to Director of CTE immediately to be repaired
- The AST will not transport any student or parent in an DISD vehicle if maintenance or repairs have not been completed or if the AST deems the vehicle to be unsafe
- The AST reserves the right to deny any transportation of students or animals if the assigned vehicle is deemed unsafe
- The AST will follow all posted speed limits during operation of any DISD CTE vehicle at all times
- Texting on cell phone while driving with students or in control of a district vehicle is strictly prohibited. Violations will be dealt with in the strictest manor by the campus principal and/or Director of CTE.

Amendments

The Director of CTE and campus administration reserve the right to change or amend the contents of this document. The contents within this document are at the discretionary interpretation of Denton ISD campus administration and Director of CTE. This document will be kept updated and located on the DISD district website. *It will be the responsibility of teachers, students and parents to utilize the district website to obtain and/or refer to the most current version of this document.*

Student and Parent Acknowledgement

- My student and I accept responsibility for accessing, reading and following the policies in the Denton ISD FFA Policy Handbook on the Denton ISD website.

- I understand that the **Denton ISD FFA Policy Handbook** and **Denton ISD Student Code of Conduct** contain information that my student and I may need during the school year. All students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in both documents. If I have questions regarding the **Denton ISD FFA Policy Handbook**, please contact the high school Ag Science teacher or the CTE Director.

Student Name: _____

Student Signature: _____

Parent Signature: _____

Date _____

Denton ISD FFA

Medical Release Form

This form must be completed by the parent/guardian of each member. This form is required of all members of the FFA. This form must be updated yearly or in the event that any of the information should change. Without this completed form, your child may not participate in the FFA activities.

STUDENT'S NAME _____ GRADE _____

DATE OF BIRTH _____ ID # _____

FFA ACTIVITIES _____

PARENT OR GUARDIAN'S

NAME _____

HOME ADDRESS _____

CITY _____ ZIP _____

TELEPHONE # _____

MOM'S WORK # _____ DAD'S WORK # _____

PARENT'S EMAIL ADDRESS _____

INSURANCE CARRIER _____

PHONE # _____

NAME OF INSURED _____

ID NUMBER _____

GROUP # _____

PLAN # _____

Alternative Emergency Contact

Name and phone number of relative or friend who can be contacted in case of emergency when parent/guardian is unavailable

NAME _____ PHONE # _____

RELATION _____

NAME _____ PHONE # _____

RELATION _____

FAMILY DOCTOR _____ PHONE # _____

DENTIST _____ PHONE # _____

If, in the judgment of any representative of the school, the above student needs immediate care and treatment as a result of any injury or illness, I do hereby request, authorize, and consent such care and treatment as may be given to said student by any medically qualified representative. I do hereby, agree to indemnify and save harmless the school and any school representative from any claim by any such person of such care and treatment of said student.

STUDENT'S SIGNATURE _____

DATE _____

PARENT/GUARDIAN'S SIGNATURE _____

DATE _____

DENTON ISD FFA

FIELD TRIP PERMISSION FORM

FOR PARTICIPATION IN SCHOOL SANCTIONED EVENTS DURING THE 2014 – 2015 SCHOOL YEAR AS A MEMBER OF THE DENTON FFA / AGRISCIENCE DEPARTMENT

STUDENT _____ GRADE _____

PARENT'S NAME _____

The above named student has my consent to travel to and/or from each event participated in by this organization during this school year including all errands and activities related to duties and assignments made to members enrolled in the FFA / AGRISCIENCE CLASS. The mode of transportation will be provided by Denton ISD transportation.

1. All students must abide by state, district and campus policies at all FFA/AGRISCIENCE sponsored events, whether held during normal school hours, after school hours, or on weekends and holidays.
2. I understand that students who violate said policies will be subject to disciplinary consequences in accordance with the STUDENT CODE OF CONDUCT, including possible removal from future participation in FFA events.
3. I understand that infractions to any of these said policies which include theft, vandalism, and possession of illegal substances will result in notification of parent/guardian and my child being returned to school at the parents' expense with no reimbursement of funds.
4. I agree to, and hereby, release Denton Independent School District and its trustees, employees, sponsors and volunteers from all legal responsibility from liability resulting from any activities of this organization, including liability caused by or related to the negligence of any such party.
5. I **agree** or **do not agree** (please circle one) to allow my child to swim at any events that swimming opportunities are available.

This form must be signed and returned to the sponsor before the student will be permitted to participate in any activities of this organization.

Student's Signature

Date

Parent's Signature

Date

Date Received _____