

Lakeview

AG EDUCATION  
PROGRAM  
HANDBOOK



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# Welcome

Welcome to the Lakeview FFA Agricultural Education Program Handbook. In this, you will find a guide to all things agricultural education at Lakeview High School, including agricultural classes, Supervised Agricultural Experiences, and FFA--our intracurricular student organization. This should address any questions regarding agricultural education, if not, please direct any questions to the Ag Teacher and FFA advisor.





# Meet the Instructor

## MISS KAYDIE BRANDL



Hi, I'm Kaydie Brandl and I am teaching 7-12 Agriculture along with being the Lakeview FFA chapter advisor. I will be starting my third year of teaching, my second year at Lakeview. I'm originally from Humphrey, Nebraska. I graduated from Kansas State University in 2021 with a degree in Agricultural Education and a minor in Animal Sciences and Industry.

Currently, I live near Humphrey on my family farm where I stay quite busy with our herd of crossbred cow/calves, our dogs Bud, Deuce, and Max, and my little white cat named Dolly (Yes, named after Dolly Parton). I'm eager to start this school year here at Lakeview, and I'm excited to share my love and passion for agriculture with everyone who comes into my classroom!

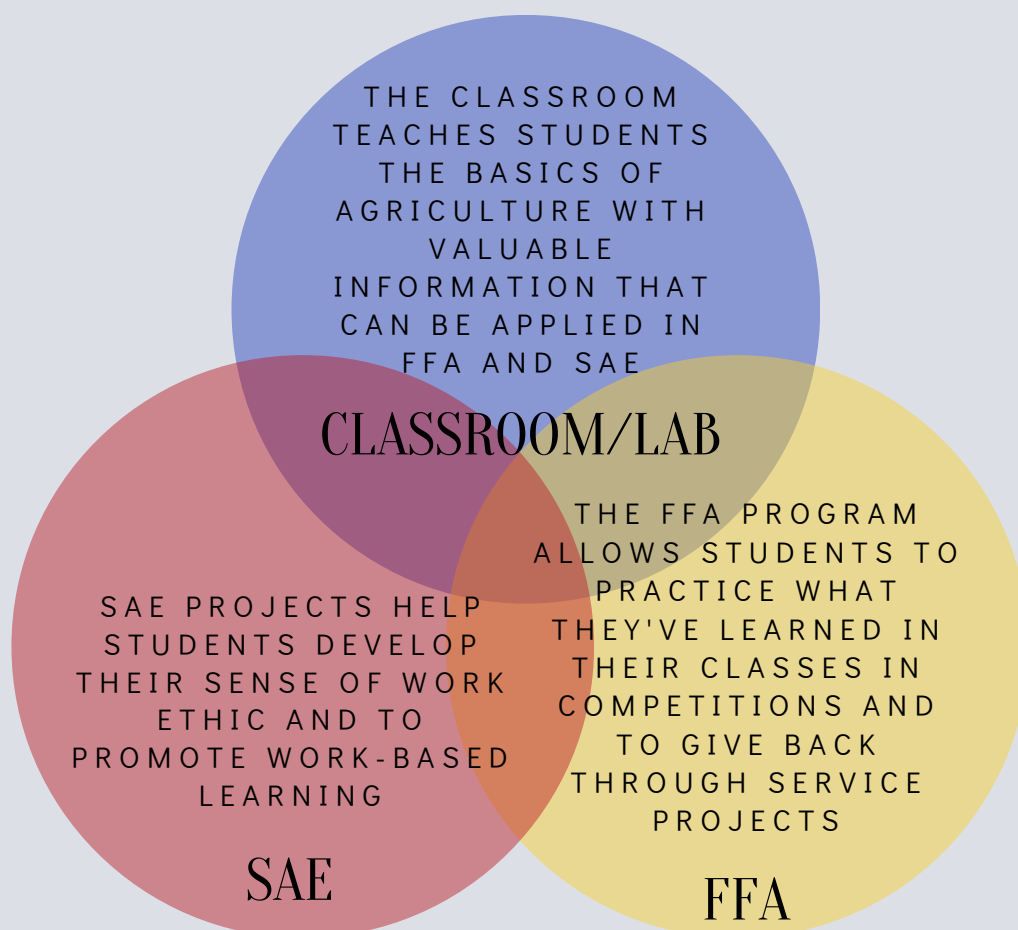
You can contact me at [kbrandl@lakeview.esu7.org](mailto:kbrandl@lakeview.esu7.org).



# Program Description

## THREE CIRCLE MODEL

Agricultural Education is made up of three parts: FFA, SAE, and classroom/Laboratory experiences. Students must be enrolled in agricultural classes taught at Lakeview to participate in FFA. In addition, all students who are enrolled in an agricultural course, regardless of their membership status in FFA, are required to have a Supervised Agricultural Experience.



# Course List

## INTRO TO AFNR

### 9TH GRADE | YEAR

This is the introductory course for the Agricultural, Food and Natural Resources Career Cluster. This course introduces students to the range of agricultural opportunities and the pathways of study they may pursue. Woven throughout the course are activities to develop and improve students' employability skills through practical applications. Students explore career and post-secondary opportunities in each area of the course.

## AGRICULTURAL BIOLOGY

### 10TH GRADE | YEAR

Agricultural Biology is a foundation-level course teaching students the form and function of plant and animal biological systems. Student experiences include the study of plant and animal anatomy and physiology, classification, and the fundamentals of production and harvesting. Students will also go into further detail investigating biological principles of food and environmental science.

# ANIMAL BIOLOGY

## 11TH-12TH GRADE | SEMESTER 1

Animal Biology is a foundation-level course engaging students in hands-on laboratories and activities to explore the world of animal agriculture. During the course, students study animal anatomy, physiology, behavior, nutrition, reproduction, health, selection, and marketing. Throughout the course, students consider the perceptions and preferences of individuals within local, regional, and world markets.

Students investigate, experiment, and learn about documenting a project, solving problems, and communicating their solutions to their peers and members of the professional community.

# VET SCIENCE

## 11TH-12TH GRADE | SEMESTER 12

This course offers students the opportunity to learn about careers and concepts in Veterinary Medicine and Animal Health. Coursework includes units on professions in the animal health industry, veterinary terminology anatomy and physiology of animals; nutrition, handling and restraint, safety, sanitation, and disease.

Students investigate, experiment, and learn about documenting a project, solving problems, and communicating their solutions to their peers and members of the professional community.



# HORTICULTURE

## 11TH-12TH GRADE | SEMESTER 1

This course is designed as an introduction for the Horticulture-Plant Science Pathway Program of Study. The course introduces the major concepts of plant and horticulture science. Classroom and laboratory activities are supplemented through supervised agricultural experiences and leadership programs and activities.

# NURSERY/LANDSCAPE

## 11TH-12TH GRADE | SEMESTER 2

This course is designed to provide students with the basic skills and knowledge utilized by the green industry in nursery production and management and landscape design and management. Classroom and laboratory activities are supplemented through supervised agricultural experiences and leadership programs and activities.

# FLORICULTURE

## 11TH-12TH GRADE | SEMESTER 1

Principles and Elements of Floral Design is designed to give students an understanding of artistic floral design techniques and the floral design industry. Students will identify flowers and plants used in floral design, and demonstrate design elements in relation to specific occasions. The students will explore career opportunities, practice management factors of the floral enterprise, and evaluate arrangements based on the artistic principles and elements of floral design.

# LEADERSHIP

## FFA OFFICERS | YEAR

In Agricultural Leadership, students explore leadership and communication styles, build employability skills and compile a personal portfolio with career exploration information, personal code and job materials.

# AG BUSINESS

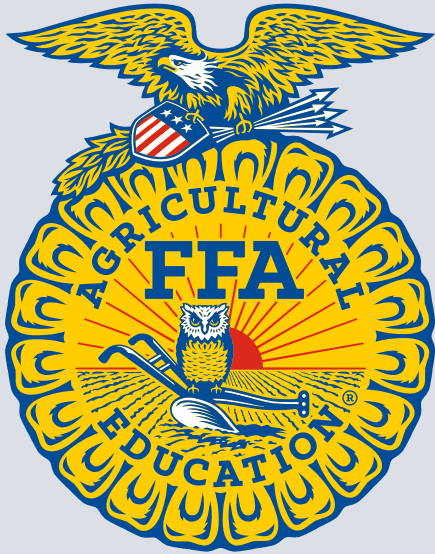
## 11TH-12TH GRADE | SEMESTER 2

This course will provide students with the basic knowledge and skills necessary to manage personal finances and develop into a successful entrepreneur and/or businessperson. Student skills will be enhanced in math, reading comprehension, and writing through agribusiness applications.

# EXPLORATORY AG

## 7TH-8TH GRADE | SEMESTER 1 OR 2

Exploring Agricultural Education analyzes the different aspects of the agricultural industry. This course is designed to introduce students to the vast opportunities available in Agricultural Education. Students will be given the opportunity to learn how agriculture and agribusiness affects their daily lives. Students will also have the opportunity to participate in FFA activities.



# Ag Ed Classroom Expectations

## Learning to Do

Students are expected to participate in all classroom activities.

## Doing to Learn

Students are required to be prepared for all classroom activities.

## Earning to Live

In this classroom, everything is earned. This includes grades, privileges and respect.

## Living to serve

Students are expected to respect their fellow classmates and display characteristics of a leader.



# SAE

## WHAT IS SAE?

SAE is an integral part of the three-circle model in agricultural education. This is an experience outside of class time where students learn new skills or develop skills related to agriculture. Students are supervised by agricultural education instructors primarily and other adults such as parents, industry leaders, and mentors.

SAE can vary from student to student. They can include but are not limited to, jobs, internships, community service, entrepreneurial experiences, research, or projects. They can be paid or unpaid. Utilize National FFA's website found in the appendix portion to gain ideas about potential SAE projects.



# WHAT IS SAE?

While having an SAE is important, the record-keeping and reflection on the experience is critical to success. Students will keep records such as income, expenses, hours, skills, inventory, goals, and others in the Agricultural Experiences Tracker which is found in the Appendix.



By enrolling in an ag class, students will participate in an SAE program and will be graded on record keeping, SAE development, and other personal development in ag classes. Students will have designated time once a week to update records in class and will be graded on the progress and development of their SAE program once a quarter or twice a semester. Informal evaluation will be conducted once a week for each student.



## WHAT IS FFA?

FFA is a dynamic youth organization that changes lives and prepares members for premier leadership, personal growth and career success through agricultural education.

FFA develops members' potential and helps them discover their talent through hands-on experiences, which give members the tools to achieve real-world success.

The official name of the organization is the National FFA Organization. The letters "FFA" stand for Future Farmers of America. These letters are a part of our history and our heritage that will never change.



FFA continues to help the next generation rise up to meet those challenges by helping its members to develop their own unique talents and explore their interests in a broad range of agricultural career pathways. So today, we are still the Future Farmers of America. But, we are the Future Biologists, Future Chemists, Future Veterinarians, Future Engineers and Future Entrepreneurs of America, too.



# WHAT IS FFA?

Today there are over 850,000 members in more than 9,000 chapters in all 50 states, Puerto Rico, and the Virgin Islands. Nebraska boasts more than 12,000 students in 214 chapters.



## FFA Mission Statement:

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 Vision:

FFA provides the next generation of leaders who will change the world.

## FFA motto:

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

# FFA Membership

## HOW TO GET INVOLVED

In order to be a member of Lakeview FFA, according to local, state, and National bylaws, students must be enrolled in at least a semester of agricultural education class every year. High school graduates who were active for two years in high school can maintain membership for up to four years.

Members must pay dues to be in FFA each year. Membership dues are \$20 and are due by Oct. 1st to Ms. Brandl. Part of the money (\$7) goes to Nebraska FFA programming. Another part (\$11) goes to National FFA to provide programs. Lakeview FFA will also give students a chapter t-shirt upon payment of dues.

Students will be expected to maintain sufficient academic and behavior standards listed in the Lakeview School Handbook. If a student is ineligible according to student activity, the student will be ineligible for FFA events as well.

# FFA Official Dress

## FFA OFFICIAL DRESS for MEN



official FFA jacket  
zipped to the top



white collared shirt



official FFA necktie



black slacks



black socks



black dress shoes

## FFA OFFICIAL DRESS for WOMEN



official FFA jacket  
zipped to the top



white collared  
blouse



official FFA  
blue scarf

black skirt  
(no more than 2 in.  
above the knee)



black nylon  
hosiery

black dress shoes  
(closed heel & toe)





# HOW DO I GET OFFICIAL DRESS?

Official jackets typically cost \$60 paid for by students through a variety of funding. There are scholarships, grants, and fundraising opportunities for students to get their jacket paid for. In the fall, Ms. Brandl will submit a jacket order for all students needing an FFA jacket.



# FFA Events

## LEADERSHIP DEVELOPMENT

Nebraska FFA's Leadership Development Events (LDEs) are designed to help members prepare for careers in agriculture. Classroom instruction comes to life as students compete and showcase their skills in public speaking, parliamentary procedure and demonstration. FFA members compete at district-level LDEs in order to qualify for competition at the State FFA Convention in the spring. Each District may qualify three students/team per event. Contact your district's FFA Board Representative for district-level event questions.

For those LDEs which are national-qualifying, the state-winning individual or team will represent Nebraska at the National FFA Convention the following October.

Individual	Team	Middle School
Cooperative Speaking Creed Speaking Employment Skills Extemporaneous Speaking Junior Public Speaking Natural Resources Speaking Senior Public Speaking	Agricultural Demonstration Conduct of Chapter Meetings Parliamentary Procedure	Agricultural Literacy Speaking Discovery Speaking Conduct of Chapter Meetings People in Agriculture Poster Quiz Bowl

# CAREER DEVELOPMENT

There are 25 Career Development Events FFA members can participate in on the local, district, state and some on the national level. CDEs typically cover technical skill areas related to agriculture, food and natural resources career field.

District events are organized within each FFA district, and some are held collaboratively with regional sites.

The majority of the State CDEs are hosted and coordinated by UNL's CASNR and occur during the Nebraska State FFA Convention each spring. There are some additional CDEs that happen at other times and locations throughout the year.

State-winning CDE teams in areas that are national qualifying earn the privilege of competing at the National FFA CDEs each fall.



# CAREER DEVELOPMENT

Agriscience	This event is for first year members to test their broad knowledge of AFNR principles.	District Event: Held in February Automatic State Bid
Agronomy	In this contest, students understand and demonstrate the many ways that science and technology grow the world's major food crops.	District Event: Held in January Qualify for State
Ag Biotechnology	Students explore the diversity of the Biotechnology Industry, in terms of basic knowledge, skills and applications of biotechnology to the workplace.	District Event: Held in January Qualify for State
Ag Communications	Students interested in journalism, broadcasting, web design and more learn to communicate effectively while advocating for agriculture.	No District Event Qualify for State
Ag Issues	Students develop technical knowledge and an ability to work with others to solve complex agricultural problems.	No District Event Automatic State Bid
Ag Sales	This event is for students who work as a team to build a sales plan and demonstrate skills in customer relations	District Event: Held in February Qualify for State

Ag Technology & Mechanics	Students demonstrate knowledge in Small Gas Engines or Hydraulic/Pneumatic. Electrical, and Machines in this contest.	District Event: Held in February Qualify for State
Environmental & Natural Resources	Students gain awareness and demonstrate knowledge in areas that affect our air, soil, and water.	No district Event Automatic State Bid
Farm & Agribusiness Management	Students learn business skills and apply economic principles to agricultural businesses.	District Event: Held in February Qualify for State
Floriculture	Students identify plants, judge flower arrangements and solve problems using skills important to horticulture and floral careers.	District Event: Held in January Qualify for State
Food Science & Technology	Students display an in-depth understanding of food product and development, food presentation and food safety issues.	District Event: Held in January Qualify for State
Livestock Evaluation	Participants in this contest classify livestock for market and breeding purposes.	District Event: Held in November Qualify for State



Livestock Management	Students are tested over six different species-based (beef cattle, dairy cattle, horse, poultry, sheep, and swine) regarding nutrition, breeding, genetics, and reproduction, quality assurance and herd health management, and business management.	District Event: Held in February Qualify for State
Marketing Plan	Participants in this CDE present a marketing plan for an agricultural product, supply, or service.	No district Event Automatic State Bid
Meats Evaluation & Technology	Students develop the skills needed for careers in the meat animal industry.	District Event: Held in February Qualify for State
Nursery/Landscape	This contest tests student's skills in horticultural principles, from landscape design to nursery propagation.	District Event: Held in February Qualify for State
Poultry Evaluation	This contest tests students' skills in the production, processing, and marketing of chickens, turkeys, processed poultry products and eggs.	District Event: Held in February Qualify for State
Veterinary Science	Students develop technical knowledge and demonstrate practical skills in the field of Vet Science.	District Event: Held in February Qualify for State

Welding	Students prepare for employment in the broad field of welding, including agricultural and industrial welding.	District Event: Held in February Qualify for State
Dairy Cattle Handler's	Handlers earn recognition for their ability to present dairy animals.	No district Event Automatic State Bid
Dairy Cattle Evaluation	Students develop skills important to dairy cattle selection and herd management.	No district Event Automatic State Bid
Forestry	Students demonstrate their skills in diagnosing forest disorders, managing forests and forest inventory and applying approved silviculture practices.	No district Event Automatic State Bid
Horse Evaluation	Students who participate in this contest gain new insights into equine science.	No district Event Automatic State Bid
Milk Quality Products	Participants in this contest demonstrate their knowledge about quality, production, processing, distribution, promotion and marketing of milk and dairy foods.	No district Event Automatic State Bid

# Proficiency Awards

## WHAT ARE THEY?

Proficiency Awards recognize the development of technical knowledge and skills that students develop through their Supervised Agricultural Experience programs. Based on a calendar year of SAE documentation, students may begin applying for this award program during their freshman year through one year after graduation.



# PROFICIENCY AREAS

Proficiencies can fall into one of four categories before being further divided into award areas.

## ENTREPRENEURSHIP

Supervised Agricultural Experiences related to the ownership of an agribusiness or agriculture-related enterprise. The member plans, implements, operates and assumes financial risks of ownership.

## PLACEMENT

Supervised agricultural experiences that include non-ownership, agriculturally-related paid or unpaid employment and/or volunteer work.

## COMBINED

Award area for supervised agricultural experiences that are not split between entrepreneurship or placement. Applicants can combine both placement and entrepreneurship records if both are included in the SAE

## RESEARCH

Supervised agricultural experiences that involve planning and conducting an agriculturally based scientific experiment based on hypothesis and the use of the scientific methods of investigation on the hypothesis.

# PROFICIENCY AREAS

National Qualifying	Nebraska Only
<ul style="list-style-type: none"> <li>• Agricultural Communications</li> <li>• Agricultural Education</li> <li>• Agricultural Mechanics Design and Fabrication</li> <li>• Agricultural Mechanics Repair and Maintenance</li> <li>• Agricultural Processing</li> <li>• Agricultural Sales</li> <li>• Agricultural Services</li> <li>• Agriscience Research</li> <li>• Beef Production</li> <li>• Dairy Production</li> <li>• Diversified Agricultural Production</li> <li>• Diversified Crop Production</li> <li>• Diversified Horticulture</li> <li>• Diversified Livestock Production</li> <li>• Environmental Science and Natural Resources Management</li> <li>• Equine Science</li> <li>• Fiber and Oil Crop Production</li> <li>• Forage Production</li> <li>• Forest Management and Products</li> <li>• Fruit Production</li> <li>• Goat Production</li> <li>• Grain Production</li> <li>• Landscape Management</li> <li>• Nursery Operations</li> <li>• Outdoor Recreation</li> <li>• Poultry Production</li> <li>• Service-Learning</li> <li>• Sheep Production</li> <li>• Small Animal Production and Care</li> <li>• Specialty Animal Production</li> <li>• Specialty Crop Production</li> <li>• Swine Production</li> <li>• Turf Grass Management</li> <li>• Vegetable Production</li> <li>• Veterinary Science</li> <li>• Wildlife Production and Management</li> </ul>	<ul style="list-style-type: none"> <li>• Automotive Technology</li> <li>• Health and Human Services</li> <li>• Home and Occupational Safety Training</li> <li>• Hospitality, Restaurant, and Tourism Management</li> <li>• Residential Construction/Technology</li> </ul>



# Agriscience Fair

## FOR STUDENTS INTERESTED IN SCIENCE AND RESEARCH.

The purpose of the Nebraska FFA Agriscience Fair is to build awareness of science through research of current and diverse agricultural issues and to cultivate career readiness skills through the interaction of students, educators, the public and the research community

Categories	Divisions
<ul style="list-style-type: none"><li>• Animal Systems</li><li>• Environmental Services/Natural Resource Systems</li><li>• Food Products and Processing Systems</li><li>• Plant Systems</li><li>• Power, Structural and Technical Systems</li><li>• Social Science</li></ul>	<ul style="list-style-type: none"><li>• 1 – Individual member in grades 7 and 8</li><li>• 2 – Team of two members in grades 7 and 8</li><li>• 3 – Individual member in grades 9 and 10</li><li>• 4 – Team of two members in grades 9 and 10</li><li>• 5 – Individual member in grades 11 and 12</li><li>• 6 – Team of two members in grades 11 and 12</li></ul>

# FFA Degrees

## WHAT IS IT?

The FFA Degree Program represents a member's progress in leadership development, agricultural education classes and SAE. To earn each degree a student must complete the requirements outlined for that degree. Students can begin their journey at the chapter level with the Discovery, Greenhand, and Chapter FFA Degrees. They can apply for the State FFA Degree from the state association and work toward the American FFA Degree after graduating from high school.



# DISCOVERY

To be eligible to receive the Discovery FFA Degree from a chapter, the member must meet the following minimum requirements:

- Be enrolled in an agricultural education class for at least a portion of the school year while in grades 7 – 8.
- Have become a dues paying member of the FFA at local, region, state, and national levels.
- Participate in at least one local FFA chapter activity outside of scheduled class time.
- Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
- Be familiar with the local FFA chapter Program of Activities.
- Submit written applications for the degree.



# GREENHAND

To be eligible to receive the Greenhand FFA Degree from the chapter, a member must meet the following minimum qualifications:

- Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience.
- Learn and explain the FFA Creed, motto, salute and mission statement.
- Describe and explain the meaning of the FFA emblem and colors.
- Demonstrate a knowledge of the FFA Code Of Ethics and the proper use of the FFA jacket.
- Demonstrate a knowledge of the history of the organization, the chapter constitution and bylaws and the chapter Program of Activities.
- Personally own or have access to the Official FFA Manual and the Official FFA Student Handbook.
- Submit written application for the Greenhand FFA Degree.



# CHAPTER

To be eligible to receive the Chapter FFA Degree from the local chapter, a member must meet the following minimum qualifications:

- Must have received the Greenhand FFA Degree.
- Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the ninth-grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an agriculture course.
- Have participated in the planning and conducting of at least three official functions in the chapter's Program of Activities.
- A student after entering agricultural education must have:
  - Earned and productively invested at least \$150 by the member's own efforts; or worked at least 45 hours in excess of scheduled class time; or a combination thereof; and
  - Developed plans for continued growth and improvement in a supervised agricultural experience program.
- Have effectively led a group discussion for 15 minutes.
- Have demonstrated five procedures of parliamentary law.
- Show progress toward individual achievement in the FFA award programs.
- Have a satisfactory scholastic record.
- Have participated in at least 10 hours of community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid supervised agricultural experience hours.
- Submit a written application for the Chapter FFA Degrees.



# STATE

All items the Nebraska FFA State Degree Candidate Checklist must be answered “Yes” for the candidate to qualify for the degree.

- Candidate must have been an active FFA member for at least the immediate past 24 months
- Candidate must hold the Greenhand and Chapter FFA Degrees.
- Applicant must have completed at least two full years/four semesters (360 hours) of agriculture classes or all of the agriculture classes offered at the school last attended.
- Candidate has a record of at least 25 hours of community service in at least two different activities.
- Student must qualify for the degree with earnings, productively invested and hours.
  - A student must have productively invested at least \$1,000 and must show SAE earnings of at least \$3,000
  - OR A student must have productively invested at least \$3,000 and must show SAE earnings of at least \$1,000
  - OR A student must have productively invested at least \$1,200 and must show SAE earnings of at least \$1,200 and must show that  $[(3.56 \text{ factor} \times \text{quantity of unpaid hours}) + \text{value of productively invested assets}] = \text{at least } 5,000$  and must show that  $[(3.56 \text{ factor} \times \text{quantity of unpaid hours}) + \text{SAE earnings}] = \text{at least } 5,000$ .
- Candidate must have performed at least 10 procedures of parliamentary law.
- Candidate must have presented at least a six-minute speech on a topic relating to agriculture or FFA.
- Candidate must have participated in planning and completing the chapter Program of Activities.
- Candidate must have earned at least 500 points for FFA activities.
- Candidate must have earned at least 150 points for FFA activities above the chapter level.
- A minimum of two years of consecutive records for a comprehensive SAE which correlates to a current proficiency award area and must accompany the application, all in the AET.
- Interview and pass the State FFA Degree Assessment with a minimum of 70%.





# AMERICAN

To be eligible to receive the American FFA Degree from the National FFA Organization, the member must meet the following minimum qualifications:

- Have received the State FFA Degree, have been an active member for the past three years (36 months) and have a record of satisfactory participation in activities on the chapter and state levels.
- Have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in an agricultural education program, or have completed at least the equivalent of 360 hours of systematic secondary school instruction in agricultural education and one full year of enrollment in a postsecondary agricultural program, or have completed the program of agricultural education offered in the secondary school last attended.
- Have graduated from high school at least 12 months prior to the national convention at which the degree is to be granted.
- Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience program, through which the member has exhibited comprehensive planning and managerial and financial expertise.
- A student after entering agricultural education must have:
  - Earned at least \$10,000 and productively invested at least \$7,500; or
  - Earned and productively invested \$2,000 and worked 2,250 hours in excess of scheduled class time. Any combination of hours, times a factor of 3.56, plus actual dollars earned and productively invested must be equal to or greater than the number 10,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
- Have a record of outstanding leadership abilities and community involvement and have achieved a high school scholastic record of “C” or better as certified by the principal or superintendent.
- Have participated in at least 50 hours of community service, within at least three different community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid supervised agricultural experience hours.
- Applicants must complete and submit the current version of the American FFA Degree application authorized by the National FFA Organization.



# FFA Points

## HOW TO BE INVOLVED

Each year, the chapter officers track participation in chapter activities through the points system, which can be found in the ag classroom. By participating in any number of events, students are able to earn awards in the chapter, go on lucrative trips, and more. For a full list of chapter events with more information, check the school calendar or the activity calendar in the ag room.



# Conventions

## NEBRASKA STATE FFA CONVENTION

In order to attend the Nebraska State FFA convention, students must at least one of the following criteria:

- Qualified in a competitive event (CDE, LDE, Agriscience Fair, Proficiency, Star, etc.)
- Will Recieve State Degree that year of convention
- Selected for State Choir or Talent
- Selected for a Ladrship Academy
- Selected for Chapter Voting Delegate responsibilities

## NATIONAL FFA CONVENTION

The National FFA Convention & Expo is all about growing the next generation of leaders. No matter where you are in FFA, you'll find inspiration and direction to become a leader and influencer, ready to make an impact. During this event, find out who you are, who you want to become and how you can change how the world grows.

Lakeview FFA attends National FFA Convention in Indianapolis, Indiana every school year. Students are selected to attend based on an application process. Students who are selected will be responsible for covering the cost of food, housing, and registration.

# FFA Officers

## DUTIES AND ROLES

The officers of the Lakeview FFA Chapter shall consist of a President, Vice President, Treasurer, Reporter, and Sentinel. Other officers may be elected as deemed appropriate by the FFA advisor and/or executive/advisory committee. The teacher(s) of agricultural education shall be the FFA advisor(s).



## SELECTION

Selection of the Lakeview FFA officer Team is based on the following criteria:

- 1.20% Application and Resume
- 2.20% Test on general FFA knowledge and Parliamentary Procedure
- 3.20% Popular Vote
- 4.20% Interview
- 5.20% Participation in chapter activities

# Nebraska FFA Association Medical Release Form

I, \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_  
 Parent/Guardian Name Address City  
 \_\_\_\_\_, am the \_\_\_\_\_ of \_\_\_\_\_, born \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_.  
 State Zip Relation Member's Name Month/Date/Year

I hereby give my consent, in the event all reasonable attempts to contact me have been unsuccessful, for immediate medical treatment as required in the judgment of the attending physician while \_\_\_\_\_ (member) is absent from home from \_\_\_\_\_ (beginning date) to \_\_\_\_\_ (ending date).

## Parent/Guardian Contact Information

	Name	Home Number	Work Number	Mobile Number
Guardian 1:				
Guardian 2:				

## Emergency Contacts (if a parent/guardian cannot be reached)

	Name	Relationship	First Number	Second Number
Choice 1:				
Choice 2:				

## Medical Provider Information

	Physician	Dentist
Name:		
Practice Name:		
Address:		
City/State/Zip:		
Work Phone:		
Home Phone:		

Medical insurance company \_\_\_\_\_ Policy number \_\_\_\_\_

Name of insured \_\_\_\_\_

**The following information is needed by any hospital or practitioner not having access to a medical history:**

Allergies \_\_\_\_\_ Date of last tetanus shot \_\_\_\_\_

Medication being taken \_\_\_\_\_

Physical impairments \_\_\_\_\_

Other pertinent facts to which physician should be alerted \_\_\_\_\_

In a medical emergency, I consent to the local/state advisor or appointed agents, his/her or their discretion in using, taking, arranging for or consenting to the procedures or treatment. I agree to indemnify and hold harmless the Nebraska Department of Education, the Nebraska FFA Association to indemnify members, agents, employees and representatives thereof, for any and all claims, arising from or on account of said procedures and/or treatment rendered in good faith and according to accepted medical standards. I assume the total financial responsibility for the above-named member and will not hold the Nebraska Department of Education, the Nebraska FFA Association responsible in the event of medical emergency.

\_\_\_\_\_  
 Printed Name (Parent/Guardian)

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date



**Nebraska FFA Association**  
**Personal Conduct Agreement and Photo/Video Release**  
**Leadership Conferences and Activities General Behavioral Expectations**

While participating in Nebraska FFA conferences and activities sponsored or managed by the Nebraska FFA Association, you not only represent Nebraska FFA but also your school and community. Nebraska FFA Association has, therefore, established certain behavioral expectations that must be observed by all participants to maintain good standing with the Nebraska FFA Association and participation in these programs. Nebraska FFA expects our members to respect each other, guests, and leaders at all Nebraska FFA events held at the district and state levels.

All participants in an event or activity sponsored by the Nebraska FFA Association are prohibited from involvement in unsafe, irresponsible, and/or illegal conduct. In addition, you must abide by the following rules and regulations established by the Nebraska FFA Association:

1. I promise that my attitude, conduct and appearance will be such to reflect credit on my chapter, school, community and Nebraska FFA.
2. As a representative of Nebraska FFA, I will be well groomed and dress appropriately. I will not wear distasteful/suggestive clothing or shirts with beer/tobacco advertising on them.
3. I will not be in the hotel/sleeping room of a member of the opposite sex. Failure to abide by this rule will result in immediate dismissal from the conference/activity.
4. I will not have in my possession or use drugs, alcohol or tobacco at any time during the conference/activity.

By Department of Education policy, the Nebraska FFA Association and the Nebraska Department of Education do not assume supervisory responsibility of any students during this activity. Supervision is the sole responsibility of the local school and its appointed representatives.

**The Nebraska FFA Association reserves the right to immediately terminate from the conference/activity, anyone who is found to have violated these behavioral expectations. Students terminated from the conference/activity will be sent home at their own expense and will be responsible for all other expenses associated with their termination. Registration fees will not be reimbursed. My advisor, school administrator and parent(s)/guardian(s) will be notified.**

**Personal Conduct Agreement**

1. I agree to participate in the Nebraska FFA conference/activity according to the guidelines set forth in this Personal Conduct Agreement and other applicable Nebraska FFA Association publications.
2. I understand that the Nebraska FFA Association reserves the right and I agree that the Nebraska FFA Association has the right to immediately terminate my participation at the sole discretion of the Nebraska FFA Association, through its representatives, if I engage in behavior that is unsafe, irresponsible, illegal or otherwise contrary to the Nebraska FFA Association policy as expressed above.
3. I further understand and agree that if my participation is terminated pursuant to the preceding paragraph, (a) I will be solely responsible for all costs associated with my early termination, including travel expenses, and (b) I will not be entitled to any refund or money I have paid to the Nebraska FFA Association for participation fees.
4. I agree to allow the Nebraska FFA Association and its representatives to make reasonable, unannounced searches of my living quarters and personal belongings if the Nebraska FFA Association reasonably suspects that I am violating the behavioral expectations set forth in this Agreement and other applicable Nebraska FFA Association publications.

By signature below, I acknowledge that I have read this Personal Conduct Agreement understand the behavioral expectations and agree to abide by those behavioral expectation, and agree to each of the above paragraphs.

**Photo/Video Release**

Nebraska FFA Association may on occasion take photographs and /or video of its members or program participants for use in print materials or by electronic methods. Your entry into and participation in Nebraska FFA affiliated programs or events grants permission for the Nebraska FFA Association to use these photographs and/or videos in marketing and public relations efforts.

\_\_\_\_\_  
Printed Name (Participant)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**If the participant is not 21 years of age, a parent or legal guardian of the participant must sign below.**

In exchange for my child or ward being allowed to participate in the Nebraska FFA Association conference/activity and as the custodial parent(s) or legal guardian(s) of the above mentioned individual, I verify that I fully understand, agree to, and accept all provisions and obligations set forth in this Personal Conduct Agreement and Photo/Video Release.

\_\_\_\_\_  
Printed Name (Parent/Guardian)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Lakeview FFA Chapter Constitution

## ARTICLE I - Name, Mission and Strategies

**Section A.** The name of this organization shall be the Lakeview FFA Chapter of the National FFA Organization.

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

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

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

## ARTICLE II - Organization

**Section A.** The Lakeview Chapter of FFA is a chartered local unit of the Nebraska Association of FFA, which is chartered by the National FFA Organization.

**Section B.** This chapter accepts in full the provisions in the constitution and bylaws of the Association of FFA as well as those of the National FFA Organization.

## ARTICLE III - Membership

**Section A.** Membership in this chapter shall be of three kinds: (1) Active; (2) Alumni; and (3) Honorary, as defined by the National FFA Constitution.

**Section B.** The regular activities of this chapter shall be carried on by the active membership.

**Section C.** Honorary membership in this chapter shall be limited to the Honorary Chapter FFA Degree.



**Section D.** Active members in good standing may vote on all business brought before the chapter. An active member shall be considered in good standing when:

1. While in school, be enrolled in at least one agricultural education 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 preparation for an agricultural career.
2. Show an interest in the affairs of the organization by attending meetings, striving for degrees of membership, and participating in other organized activities of the chapter.
  - a. He/she attends 2/3 of the local chapter meetings.
  - b. He/she shows an interest in and takes part in the affairs of the chapter.
  - c. He/she participates in chapter fundraising activities including fruit sales and annual worker auction.
3. Pay all current chapter, state, and national dues by the date determined by the chapter.
4. Display conduct consistent with the ideals and purposes of the National FFA Organization.
5. Involvement and participation shall be considered for awards and special recognition by the chapter. Membership points shall be compiled by the chapter secretary.

**Section E.** Names of applicants for membership shall be filed with the membership committee.

## **ARTICLE IV - Emblems**

**Section A.** The emblem of the FFA shall be the emblem for the chapter.

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

## **ARTICLE V - Degrees and Privileges of Active Membership**

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

**Section B.** Greenhand FFA Degree. Minimum qualifications for election:  
(Refer to National Constitution.)

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the meaning of the FFA Creed, Motto, and Salute.
3. Describe and explain the meaning of the FFA emblem and colors.

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

**Section C.** Chapter FFA Degree. Minimum qualifications for election:  
(Refer to National Constitution.)

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program and be enrolled in an agricultural education course.
3. Must have participated in the planning and conducting of at least three official functions in the chapter Program of Activities.
4. Must have earned and productively invested at least \$150 by the member's own efforts or worked at least forty-five hours in excess of scheduled class time, or a combination thereof, and have developed plans for continued growth and improvement in a supervised agricultural experience program.
5. Must have effectively led a group discussion for 15 minutes.
6. Must have demonstrated five procedures of parliamentary law.
7. Must show progress toward individual achievement in the FFA award programs.
8. Must have a satisfactory scholastic record.
9. Must submit a written application for the Chapter FFA Degree.

**Section D.** State FFA Degree. Minimum qualifications for selection:

1. Qualifications for the State FFA Degree are those set forth in the constitution of the state FFA association and National FFA Organization.

**Section E.** American FFA Degree. Minimum qualifications for selection:

1. Qualifications for the American FFA Degree are those set forth in the constitution of the National FFA Organization.

## **ARTICLE VI - Chapter Officers**

**Section A.** The offices of an FFA chapter shall be: president, vice president, secretary, treasurer, reporter and sentinel. Other officers may be elected as deemed appropriate by the local advisor and/or governing body. The teacher of agricultural education shall be the FFA advisor. Chapter officers shall be elected annually or semi-annually by the members present at any regular meeting of the chapter.

**Section B.** Officer Selection Process

Selection of the Lakeview FFA Officer team is based on the following criteria:

- 20% Application and Resume
- 20% Test on general FFA knowledge and Parliamentary Procedure
- 20% Popular Vote
- 20% Interview
- 20% Nominating Committee and Ballot Placement

**Section C.** Executive Committee

The officers of the chapter shall serve as the chapter executive committee. This committee shall have the full power to act as necessary for the chapter.

**ARTICLE VII - Dues**

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

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

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

**ARTICLE VIII - Meetings**

**Section A.** Chapter meetings shall be held according to officer's agenda. There shall be an officers meeting before each regular meeting. Special meetings shall be called at any time. All proposals must be submitted in writing one week prior to the chapter meeting date – motion proposal forms are available from the chapter officers and chapter advisor. Meeting agendas will be posted before the meetings and available to all members and guests.

**Section B.** A majority of the active members listed on the Secretaries membership roll shall constitute a quorum. A quorum must be present at any meeting which business is transacted or a vote is taken committing the chapter to any proposal or action.

**ARTICLE IX – Code of Conduct**

While participating in FFA conferences and activities sponsored or managed by Lakeview FFA Association, you not only represent FFA but also your school and community. FFA has, therefore, established certain behavioral expectations that must be observed by all participants to maintain good standing with FFA and participation in these programs.

All participants in an event or activity sponsored by FFA are prohibited from involvement in unsafe, irresponsible, and/or illegal conduct. In addition, you must abide by the following rules and regulations established by FFA:



1. I promise that my attitude, conduct and appearance will be such to reflect credit on my chapter, school, community and State FFA Association.
2. I promise to abide by the National FFA Code of Ethics and the FFA Dress Code.
  - i. Official Dress shall consist of:  
*Males:* Black slacks, white collared shirt, official FFA tie, black shoes and socks, and the official FFA jacket zipped to the top.  
*Females:* Black knee level skirt, white blouse, official FFA scarf, black shoes, and the official FFA jacket zipped to the top.  
**Official dress must be worn at special FFA meetings and designated activities.**
1. As a representative of Lakeview FFA, I will be well groomed and dress appropriately. I will not wear distasteful/suggestive clothing or shirts with beer/tobacco advertising on them.
2. I will not be in the hotel/sleeping room of a member of the opposite sex. Failure to abide by this rule will result in immediate dismissal from the conference/activity.
3. I will not have in my possession or use drugs, alcohol or tobacco at any time during the conference/activity.

**Lakeview FFA reserves the right to immediately terminate from the conference/activity, anyone who is found to have violated these behavioral expectations. Students terminated from the conference/activity will be sent home at their own expense and will be responsible for all other expenses associated with their termination. Registration fees will not be reimbursed. School administrators and parent(s)/guardian(s) will be notified.**

## **ARTICLE X – Chapter Program of Activities**

The Chapter Program of Activities shall consist of the three main areas designated by the National Chapter Program guide. Main committees include: Student, Chapter and Community. Each main committee may have subcommittees assigned below it to meet the chapter and activity needs. Committees assist the chapter in completing the Program of Activities and accomplishing goals.

### **Section A.** Committee Chairs

The chair for each committee may volunteer; if there are not enough volunteers – the executive committee will select chair people.

### **Section B.** Committees and Member Involvement

Each member must be involved with at least one committee. Members may volunteer for a committee of their interest – if the member has not volunteered they will be placed within a committee.



## **ARTICLE XI - Amendments**

**Section A.** This constitution may be amended or changed at any regular chapter meeting by a two-thirds vote of the active members present providing it is not in conflict with the state association constitution or that of the National FFA Organization.

**Section B.** Bylaws may be adopted to fit the needs of the chapter at any regular chapter meeting by a two-thirds vote of the active members present providing such bylaws do not conflict in any way with the constitution and bylaws of either the state association or the national organization.

*Application Due Date: Friday April 10th 2023*

## **Lakeview FFA Officer Duties & Selection Process**

**(as taken from a portion of the Lakeview FFA Constitution/By-Laws)**

### **ARTICLE 1. DUTIES OF THE LAKEVIEW FFA OFFICERS.**

#### **ARTICLE V. OFFICERS**

**Section A.** The officers of the Lakeview FFA Chapter shall consist of a President, Vice President, Treasurer, Reporter, and Sentinel. Other officers may be elected as deemed appropriate by the FFA advisor and/or executive/advisory committee. The teacher(s) of agricultural education shall be the FFA advisor(s).

**Section B.** Selection of the Lakeview FFA officer Team is based on the following criteria:

1. 20% Application and Resume
2. 20% Test on general FFA knowledge and Parliamentary Procedure
3. 20% Popular Vote
4. 20% Interview
5. 20% Participation in chapter activities

**Section C.** Executive Committee

The officers of the chapter shall serve as the chapter executive committee. This committee shall have the fullpower to act as necessary for the chapter.

**Section D.** Officer elections shall be held during a special FFA meeting and will follow this procedure:

1. All potential officers will submit a written application by the designated deadline.
2. All potential officers will participate in an interview by the nominating committee, which will be made up of 2-6 individuals (made up of FFA Alumni, graduating Senior officers, Advisory committee members, teachers, administration, or area agriculture teachers, etc.)
3. All potential officers will complete an FFA knowledge exam.

**Section A.** President.

It shall be the duty of the President to preside over all meetings of the Lakeview FFA Chapter and over all the meetings of the Executive Committee. The President shall have the power to call special meetings of the chapter when requested to do so by majority vote of the Executive committee. The President shall appoint all committees and may serve as an ex-officio member of these committees.

**Section B.** Vice-President.

It shall be the duty of the Vice-President to assume the duties of the president if it becomes necessary, to supervise all chapter committee operations, and to assist in coordinating activities of the Lakeview FFA Chapter. The Vice-President directs all committees and the Program of Activities.

**Section C.** Secretary.

It shall be the duty of the secretary to perform the duties common to such an office, such as keeping an accurate record of the meetings of the chapter, and Executive Committee, one copy shall be given to the FFA Advisor for the permanent files. The Secretary shall also help maintain

***Application Due Date: Friday April 10th 2023***

FFA points for the chapter. The Secretary shall perform such other duties as directed to perform by the Lakeview Executive Committee.

**Section D.** Treasurer.

It shall be the duties of the treasurer to receive and deposit chapter funds, to collect chapter dues and assessments, and prepare and submit the membership roster and budget to the State Office.

**Section E.** Reporter.

It shall be the duty of the Reporter to assist the Chapter FFA administration staff in planning and conducting public information programs, providing news and information to local media. The Reporter shall organize the chapter scrapbook.

**Section F.** Sentinel.

It shall be the duties of the Sentinel too prepare the meeting room and care for chapter equipment, to attend the door and welcome visitors, to kept the room comfortable, to assist with special features and refreshments, and to assist the President in maintaining order.

**Section G.** Parliamentarian.

It shall be the duties of the parliamentarian to advise the chapter members and officers of correct and proper parliamentary terms and procedures so that the meetings will run efficiently. The Parliamentarian is expected to act as a student coach to the Junior Parliamentary Procedure team, and to participate on the senior team.

**Section H.** Historian.

The Historian shall organize the chapter scrapbook, and research and maintain accurate historical records of chapter accomplishments and membership.

**Section I.** Junior Officers.

It shall be the duties of the Jr. Officers to fill in for officers who are absent from meetings, to help the secretary complete the roll call at meetings, and to assist the officer team in completing the works of the FFA Chapter.

*Application Due Date: Friday April 10th 2023*  
**2021-2022 Lakeview FFA Officer Application**  
*This application must be typed*

**Name:** |

**Grade in 2022-2023 (indicate one):** 9    10    11    12

**What Ag class are you currently in?**

**Rank the following offices that you are most interested in.**

**(1=most desired, 10=least desired)**

President	Vice President	Secretary
Treasurer	Reporter	Sentinel
Parliamentarian	Historian	Jr. Advisor    Jr. Officer

**Are there any offices that you are not willing to commit to?** YES    NO

**If yes, which office(s):** \_\_\_\_\_

**Are you willing and able to perform all duties required of your appointed office?** YES    NO

**Do you own official dress?** YES    NO    **Are you willing to purchase official dress?** YES    NO

Being an Officer is a very important position within the local Chapter, one which should be taken *very* seriously. An Officer candidate should examine his/her commitment towards being a Chapter Officer in terms of time, effort, as well as financial sacrifices. Officers are expected to set a good example in all aspects of their life and in FFA, as well as attend/participate in almost all FFA Events and Activities.

Please make sure your response is NOT in BOLD, and that you leave 1 line space between your response and the next question. Answers should be 4-6 sentences.

- 1) Why do you want to serve the Lakeview FFA Chapter?**
  
  
  
  
  
  
  
  
  
  
- 2) What other school and community activities are you involved with? Of these activities, where would FFA fall as a priority?**
  
  
  
  
  
  
  
  
  
  
- 3) List AND describe three strengths (qualities) you can bring to the officer team.**
  
  
  
  
  
  
  
  
  
  
- 4) What is your definition of leadership?**
  
  
  
  
  
  
  
  
  
  
- 5) How would you explain agriculture to an uninformed individual?**

*Application Due Date: Friday April 10th 2023*

6) If you were a candy bar, what kind would you be and why?

7) List three Lakeview teachers who could give you a positive recommendation. (Yes, please ask if they are willing to serve as a reference)

If I were to earn an FFA Office, I would attend all FFA meetings and communicate if not. I would also carry out ***all responsibilities*** of my office, and if I do not know my responsibilities, I will research it and discuss it with my advisor so there is ***no uncertainty***. I understand that as an officer, I will have to contribute time to the organization in order to properly serve others.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Appendix

## USEFUL LINKS

- [NeAged.org](http://NeAged.org)
- [FFA.org](http://FFA.org)
- [Lakeview.esu7.org](http://Lakeview.esu7.org)
- [TheAET.org](http://TheAET.org)