Waller FFA Chapter
Departmental Rules and Policies

Active Membership

Membership in the Waller FFA Chapter shall be as follows:
High School: Student must be enrolled in an agricultural science course at Waller High School during the semester(s) of membership and pay dues according to the following schedule:
Local………………………………….. $ 12.00
District……………………………………$ 1.50
Area……………………………………$ 1.50
State……………………………………$ 5.00
National……………………………….$ 5.00

Total annual dues…………………………$30.00 (with t-shirt)
Fall Membership Deadline: September 25th
Spring Membership Deadline: Feb 15th
All students are required to pay dues in order to participate

FFA Privileges
FFA Membership privileges are but not limited to the following:
a.) Exhibition of Livestock and Poultry (Local, County, State)
b.) FFA Team Competition (Example: LDE, CDE, Speaking, Ag Mechanics)
c.) FFA Award and Degree Programs (Example: Scholarship, Star, Proficiency)
d.) Leadership Opportunity Local and Above (Officer, Camp, Meeting, Convention)
e.) Regularly scheduled meetings.
f.) Participation in chapter fundraising activities.
g.) Participation in the chapter banquets.
h.) Participation in Community Service

FFA Expectations
Active FFA members must adhere to the policies set forth in the local constitution and bylaws, as well as, the rules and policies set forth in this document.

Meetings will be held on the 2nd Tuesday of each month in the Waller High School Ag Room during SETT. The meeting day on these two months will be subject to change due to Major Stock Shows. Parents are not required to attend.

Active members must attend 7 of the 9 regularly scheduled meetings throughout the year in order to participate in ANY chapter activities. (See above FFA Privileges)
Junior FFA Membership

Student must attend school in the Waller I.S.D., grades (3-8); be at least 8 years old and must meet at least one of the following eligibility requirements:

a.) They must fit the age and grade requirements as mentioned above, or
b.) Older brother or sister is a high school FFA member (If that student graduates after they are already a member of the Waller Jr. FFA then they are still eligible to be in the program), or
c.) Parent, grandparent, or aunt/uncle is an employee or school board member of the Waller I.S.D.

Annual fees will be collected for junior membership.
Dues will be $30.00, and must be collected by Oct. 7.

Junior FFA Privileges

Jr. FFA Membership privileges are limited to the following:

a.) Exhibition of Livestock and Poultry above the local level.
b.) Livestock Evaluation Team Competition.
c.) Regularly scheduled meetings.
d.) Participation in chapter fundraising activities.
e.) Participation in the chapter banquets.

Jr. FFA Expectations

For those students that choose to exhibit their livestock or poultry projects through Waller Jr. FFA, the following is required.

a.) If the student is part of both Waller Jr. FFA and a 4-H club, then they must declare which organization they will exhibit their livestock or poultry projects under at the time of any county or major show validation.

b.) It is expected that students exhibiting livestock or poultry projects through the Waller Jr. FFA Program must attend at least 7 Jr. FFA meetings throughout the year in order to show. Meetings will be held on the 2nd Tuesday of each month in the Waller High School Ag Room at 6:00p.m. The meeting day on these two months will be subject to change due to Major Stock Shows.
Chapter Officers

Chapter officers serve as a vital part of the Waller FFA program. It should be the officers' goal to lead by example and encourage other members to participate in chapter activities. The following positions will be considered annually on the local level. (See Constitution for selection procedures)

1. Local candidates for state office.
2. Local candidate for area office.
3. Local candidate for district office.
4. Chapter offices: president, vice-president, secretary, treasurer, reporter, sentinel, student advisor. In the event an officer is removed, resigned, or cannot fulfill their duties; roles will be absorbed within the team.

Eligibility and term limitations for local officers shall be as follows

1. Officer candidate must have fulfilled all requirements for the Greenhand degree; must have participated on at least one of the following: Texas FFA L.D.E. or Texas FFA C.D.E., and have an SAE that is fully recorded in the AET Record book.
2. Officer candidates must fill out and return an officer contract to apply and participate in an interview, exam, essay, and chapter vote.
3. The term limit for any member to hold a chapter office will be no more than three years.

Officer Election Process

1. A committee consisting of three or more individuals will interview and rank all candidates. The interview will be worth 40% of total score.
2. The candidates will take an exam and be ranked based on score. The exam will be worth 20% of the total score. In the event of a tie score, candidates will be given the same ranking. Students will be given 45 minutes to complete the exam.
3. The candidates will write an essay and essay’s will be ranked by a third party. The essay will be worth 20% of the total score. Essay topic will be revealed to all candidates at the same time prior to beginning the writing process. Students will have 45 minutes to complete the essay.
4. In the event of a tie, the student with the highest placing in the interview will receive the position.
5. The members of the Waller FFA Chapter will also conduct a chapter vote on officer candidates that will be worth 20% of the total score.
Team/Individual FFA Competitions

<table>
<thead>
<tr>
<th>Leadership Development Events (LDE)</th>
<th>Chapter Conducting (Jr. and Sr.)</th>
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<tbody>
<tr>
<td></td>
<td>Skills Demonstration (Jr. and Sr.)</td>
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<td></td>
<td>FFA Quiz Contest (Jr. and Sr.)</td>
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<td></td>
<td>FFA Creed Speaking (Jr. and Sr.)</td>
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<td></td>
<td>Agricultural Issues Forum</td>
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<td>Job Interview</td>
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<td>FFA Radio</td>
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<td>Public Relations</td>
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<td>Ag Advocacy</td>
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<tr>
<th>Career Development Events (CDE)</th>
<th>Livestock Evaluation</th>
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<tbody>
<tr>
<td></td>
<td>Floriculture</td>
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<td></td>
<td>Nursery / Landscape</td>
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<td>Wool / Mohair</td>
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<td>Ag Sales</td>
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<td>Ag Mech</td>
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<td>Poultry Evaluation</td>
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<td>Veterinary Science</td>
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The following, is a list of contests in the FFA that the Waller chapter may compete in annually. Team member selection/appointment will be based on criteria developed by the team coach, or advisor.

Selection Criteria

a.) Students will sign up for the event that he/she is interested in.
b.) Once signed up students will be given scripts/study material in which they are expected to review/memorize by a deadline given by the coach.
c.) Students will be given practice and competition dates. Any student who does not feel that he/she can be there those dates will be asked to step down from their respected contest.
d.) In the event more than the required number to fulfill a team tryout, then it will be the coaches discretion on final team participants.
e.) Students may be moved from a specific position or team at any time.
f.) All final placement decisions will be made by the Ag Teachers as they see fit.

Eligibility/Dress for team/individual participation

a.) All students, regardless of grade-level or contest event, must be academically eligible to compete in FFA contests.
b.) LDE participants are expected to conform in official dress at each contest above the local level that the LDE team participates in. Official dress will be as described in the current FFA Manual.
Project Procurement and Management
The SAE is a vital part the FFA Program. The local chapter encourages students to become involved by participating in an SAE. One example of an SAE is a livestock project for exhibition at livestock shows. The FFA advisors are available to help students with the selection and management process.

Guidelines to be followed for this process
1. The FFA member shall sign up for whatever specie that they are interested in exhibiting for certain shows by a date selected by the advisors.
2. If the student needs assistance with the selection of the project then the parent/guardian must make contact with the advisor to discuss budget, quantity, and facility. (ex. John Ford- two sheep at 800.00)
3. The Waller FFA Chapter does not have a project barn for students to keep projects at for the duration of the feeding period.
4. Projects selected/purchased by the advisor will be handled through the Waller FFA Department. FFA members will be required to pay the breeder of the project at the time of purchase.
5. Feed and medicine costs may be added to the cost of the project if needs be. (ex. Overnight feeding/weekend at the school barn)
6. Project visitations will be coordinated by the advisor and student.
**County & Major livestock show exhibition/participation**

Approved livestock show list where members can expect advisor supervision.

<table>
<thead>
<tr>
<th>Show Name</th>
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<tbody>
<tr>
<td>Waller County Fair</td>
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<tr>
<td>State Fair of Texas (Dallas)**</td>
</tr>
<tr>
<td>Southwestern Expo. &amp; Livestock Show (Ft. Worth)</td>
</tr>
<tr>
<td>San Antonio Livestock Expo.</td>
</tr>
<tr>
<td>Houston Livestock Show and Rodeo</td>
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<tr>
<td>Star of Texas Fair and Rodeo</td>
</tr>
</tbody>
</table>

**Only if dates do not conflict with the Waller County Fair.**

1. Advisor will be available for supervision when **3 or more projects of the same species** are exhibited in the show's breeding or market division.

2. In the event there is conflict between shows, the advisor will attend the show with the greater participation and representation of the chapter. If this occurs the parent would be expected to handle show arrangements.

**Entry requirements and chapter guidelines**

1. FFA members exhibiting a project as a part of their SAE, under the supervision of the local advisor at the county or major show level, must adhere to the policies stated in the show's premium book or list of rules. Exhibitors failing to comply with the show's rules can be suspended indefinitely.

2. Parents will be required to print, fill out, and submit completed Major show entry forms with proper signatures and notary to the Ag Science Dept. no later than November 8th. No entries will be accepted by the advisor after the deadline date set by the chapter. Parents/students will also be required to complete the quality counts test as needed. Go to [http://agrilife.org/qualitycounts/verification/](http://agrilife.org/qualitycounts/verification/) Click on “Take a test and become verified” enter name and DOB and select Waller FFA. Then take test and keep Quality Counts Number for entry forms.

3. The advisors will coordinate a schedule of show related guidelines for exhibitors to adhere to (ie.--feeding times, clean-up shifts, etc.) while at the livestock show. Exhibitors failing to comply with those guidelines will be suspended from further project exhibition as a part of the Waller FFA.

3. Waivers for substitute exhibitors at major stock shows will only be allowed to those students experiencing illness, family business, or varsity athletic competition (participation in games that determine team advancement). Conflicts due to other non-district/team advancement games in varsity athletic competition will not justify the use of a waiver.

**Student/SAE transportation and overnight accommodations**

1. Hauling arrangements to the livestock show will be coordinated by the advisors. Parent and/or guardians of students exhibiting an SAE will be asked to
transport livestock. Use of the school stock trailers will be available upon request. See trailer request policy.

2. Overnight accommodations will be coordinated by the advisor/parents. Students will be responsible for all of their expenses incurred.

TJLA (Texas Junior Livestock Association) disclaimer statement

1. Waller FFA members participating in TJLA activities will do so with the understanding that:
   a.) Advisors are not required to supervise their project(s) while at a TJLA sanctioned event (other than the fore-mentioned major shows).
   b.) The Waller FFA chapter will not be held responsible participating in a TJLA event (with the exception to the fore-mentioned shows).
   c.) Use of the school stock trailers will not be available for TJLA shows

**Fundraisers**

FFA members will be called upon periodically to assist the chapter’s treasury by participating in fundraisers.

1. Examples: Meat, Cookie, Fruit Sales.
2. All members are encouraged to participate.
3. High School FFA members See “Waller FFA Show Rules” for minimum sale requirements. ($250)

Deposit and use of funds

1. Funds will be deposited into the following: Waller FFA Activity Account
2. The FFA advisors will determine the needs of the chapter and its members, and will decide on how funds generated from fundraisers will be disbursed.

**Travel to State & National Convention**

Member selection process for travel to state and national FFA convention

The following criteria will be used to determine candidate qualifications for travel to the state and national convention. Priority status will be awarded for criteria noted with the symbol (+)

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>Level of Participation</th>
<th>Status</th>
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<tbody>
<tr>
<td>Award finalists or winners</td>
<td>State and National</td>
<td>(+)</td>
</tr>
<tr>
<td>(Lone Star, American, etc)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>District and Area officers</td>
<td>State and National</td>
<td>(+)</td>
</tr>
<tr>
<td>Chapter officers</td>
<td>State and National</td>
<td></td>
</tr>
<tr>
<td>Chapter Members</td>
<td>National</td>
<td></td>
</tr>
</tbody>
</table>

Academic eligibility/Selection Process for travel to state & national convention

Students planning to travel to the state & national FFA convention must be academically eligible to travel to these conventions. Attendees must go through a selection process. The process will include an essay on the topic “Why I want to attend the National FFA Convention and how I will use this experience to improve the Waller FFA Chapter.” All essays will be ranked by a third party. If necessary potential candidates may be involved in an interview process. Maximum of 8 students will attend. Students wanting to go must sign up by September 2nd and complete essay (on laptops) afterschool on September 11th.
**Waller Advisory Committee and Waller FFA Scholarships**

**Aims and purposes**
1. Assist in planning courses to be offered in the Ag Science department.
2. Plan, implement, and co-supervise activities for the FFA chapter throughout the year.

**Officers and Called meetings**
1. The committee elects the following officer positions for the term of 2 years: president, vice-president, secretary
2. The FFA chapter advisors, the advisory committee president, or any 2 members may call a business meeting with adequate notice prior to the meeting (at least 7 calendar days).

**Scholarships (Olen Gilbert Scholarship)**
1. In order to be eligible for a scholarship from the Waller FFA Advisory Committee, one must meet the requirements set forth by the Waller FFA Advisory Committee’s and Waller FFA Chapter’s annual application. Refer to the scholarship applications for the necessary requirements.

**Waller FFA Livestock Show and Sale**
(Refer to "Annual Waller FFA Livestock Show & Sale Rules")

**Appendix**
See appendix for Greenhand and Chapter Degree Applications, Officer Contract, Trailer and Equipment Usage, and Membership and Rules Acknowledgment Form.

____________________________       ___________________________
Danny Twardowski, Superintendent         Dr. Brian Merrell, Waller HS Principal

____________________________       ___________________________
Kevin Packman, Waller FFA Advisor         Everleigh Hayes, Waller FFA Advisor

____________________________       ___________________________
Joshua Hohertz, Waller FFA Advisor         Barbie Schmidt, Waller FFA Advisor

The Waller ISD Agricultural Science Teachers (AST) shall be the final authorities of these rules and regulations and shall arbitrarily settle and determine all matters, questions, and differences in regard thereto or otherwise arising out of connection with, or incidental to the program.

The Waller Independent School District, as an equal opportunity educational provider and employer, does not discriminate on the basis of race, color, national origin, sex, age, or disability in educational programs or activities that it operates or in employment decisions.
Appendix

Waller FFA OFFICER CONTRACT

Checklist: Please answer Y or N to the following

I have attended at least 7 meetings this year ______
I have fulfilled the requirements for the Greenhand Degree ______
I have competed on an LDE or CDE this year_______
I have plans for or currently have an SAE________
I understand that I will be required to be present at all local meetings, District Camp, and State Convention_______

As a Waller FFA Officer, I will:

1. Be dedicated and committed to FFA and the total agriculture education program.
2. Be willing to commit the entire year to Waller FFA officer activities.
3. Become knowledgeable of agriculture, agricultural education and the FFA.
4. Through preparation and practice, develop myself into an effective public speaker, and project a desirable image of the FFA at all times.
5. Regularly and on time write all letters, thank you notes, reports and other correspondence, which are necessary and desirable.
6. Be willing to take and follow instructions as directed by those responsible for me.
7. Follow the Officer Code of Ethics
   a. To treat all FFA members equally by not favoring one over another.
   b. To conduct myself in a manner that commands respect without display of superiority.
   c. To maintain dignity while being personable, concerned and interested in my contacts with others.
   d. To avoid places or activities which in anyway would raise questions as to my moral character or conduct.
   e. To consider FFA officer activities and school as my primary responsibility.
   f. To use wholesome language in all speeches and informal conversations.
   g. To maintain proper dress and good grooming for all occasions.
   h. Work in harmony with fellow FFA officers, and not knowingly engage in conversations detrimental to other FFA members, officers and adults.
   i. To keep myself up to date on current events.
   j. To be a professional and be on time.

I have read, studied and understand the above points. If elected to Waller FFA office, I will carry out my responsibilities in accordance with these statements and understand that the Waller FFA Advisors can remove me from office if I have not satisfactorily followed these established standards for Waller FFA officers.

Officer Signature: ___________________________
Date: ______________________

Parent/Guardian Signature: ___________________________
Date: ______________________
Stock Trailer Agreement
(To be completed by parent or guardian)

Anyone pulling the Waller FFA stock trailer MUST be 21 years or older. A current driver’s license must be on record and the pulling vehicle must have a current license plate, be approved through the vehicle inspection requirements of the State of Texas, and proof of liability insurance must also be documented. The trailer is to be used for the purpose of pulling livestock related to the Waller FFA Chapter and not used for commercial purposes. It is the parents/guardians responsibility to contact an Ag Teacher if there are any changes to the insurance information provided below.

The Waller FFA states that to the best of their knowledge and belief that the Stock Trailers are in sound and safe condition and free of any known defects or faults, which would affect its safe operation under normal use.

Please provide the information below. The parent and vehicle information MUST be on this form.

Name of Insured Driver: ____________________________________________________

Driver’s License #: _______________________________________________________

Vehicle: Make: ____________________ Model: ______________________ Year: ____________

License Plate #: _____________________________ Registration valid through: _____________

Insurance Provider: _________________________________________________________

Policy #: _________________________________________________________________

I do hereby agree to the following without exception: The trailer(s) will be used for animals relating to the Waller FFA program only. My vehicle insurance is current and covers no less than the minimum coverage of General Liability vehicle insurance as required by the State of Texas. The vehicle in use for towing is current with the Texas vehicle inspection program. I hereby agree that I shall be held fully responsible for any and all loss of or damage to the stock trailer during my use of the stock trailer under this Agreement whether caused by collision, fire, flood, vandalism, theft or any other cause. I accept total responsibility for any and all repairs and/or replacement of the trailer in the event of any damage that occurs for reason by any party. I will make no claim against the Waller FFA Chapter for any damage than may occur as a result of the use of this trailer. I assume all liability associated with the use of the trailer during the time of possession. I will sign out trailer as required for use. I will clean the trailer after each use, and will forfeit further use of the trailer if it was not signed out and used appropriately, or if not cleaned adequately after use.

Parent/Guardian Signature: _________________________________________________

Printed Name: _____________________________________________________________

Date: _________________________________
The Waller High School Agriculture Science department has equipment available to the students and parents of the Schulenburg FFA to groom and fit their show animals. However, this equipment is costly and relatively expensive to replace and repair. It is the responsibility of all parties to maintain and care for the equipment that our department has. Therefore, the following rules apply in order to checkout and use the Ag Department’s Equipment.

1. All equipment checked out is for a 24 hr. period or the next day of class (i.e. weekend use). The Ag Teacher must check out equipment to the student or parent from the Ag Department. It is the student/parent’s responsibility to return this equipment the following day in the same condition that it was checked out in. For example: equipment should be cleaned and free from sand, hair and other contaminants.

2. If equipment is damaged while in the student/parent’s possession, it is their responsibility to inform the Ag teacher of the damaged equipment. Abuse of the equipment leading to breakage will be the student’s responsibility to repair the equipment. Lost or stolen items will be the student’s responsibility to replace items with new equipment.

3. Equipment for use includes: Clippers with blades (5 on hand), blowers (2 on hand), Pig scale (1 on hand), Lamb/Goat Table (2 on hand), gooseneck stock trailer (2 on hand) and truck cage (1 on hand).

4. Any equipment (excluding trailers) on loan will not be used more than 1 period during a 1-week period. Trailers on loan will not be used more than 2 periods during a 2-month period. Further need for equipment during this time will be considered excessive and personal equipment will need to be purchased by the FFA member/parent. This does not include use while at a Major Livestock Show. Jackpot shows are considered a family affair and personal equipment will need to be purchased for such events.

5. Equipment should not be handed over to another student without going through the checkout process or approval of an Ag Teacher. It is intended for the use of Waller FFA members only: This does not allow for the personal use of trailers, or other equipment. Equipment is intended for the care, and management of animals raised through the Waller FFA.

6. An up to date copy of the parents liability insurance must be on file in the Ag office before a trailer can be loaned out. The trailers/cages are for the sole use of transporting animals to the vet, WISD sanctioned shows, overall care of the animal as determined by the Ag teacher, and for the pickup or delivery of a show animal that falls under an WISD sanctioned show.

7. Equipment will be used exclusively for WISD sanctioned shows only: Waller County Fair, State Fair of Texas, Southwestern Expo, SALE, HLSR, Star of Texas and Waller FFA show. Any other shows are considered a personal affiliation and no equipment will be used to prepare or transport animals to these shows.

8. By signing the form below both student and parent agree to abide by the checkout policies and be completely responsible for the equipment in their possession. Failure to abide by the rules will result in loss of privileges for future request of equipment.

9. A WHS Ag teacher will determine if it is appropriate to check out equipment based on the good of the entire Ag Department.

Student Signature: ________________________________ Date: __________
Printed Name: ____________________________________

Parent/Guardian signature: ____________________________ Date: __________
Printed Name: ____________________________________
2016-2017
Waller FFA and Jr. FFA Membership and Rules Acknowledgment
Form

Annual Membership for the Waller FFA and Jr. FFA Chapter runs for September 1 to August 31st each year. Members wishing to join are required to pay annual dues. This form along with dues must be received no later than Oct. 7th, 2016. Make checks payable to Waller FFA.

In the spaces below please provide proper contact information

Parent or Guardian Contact Information

Parents Names:________________________________________________________

Mailing Address:_____________________________________________________

Parent’s Contact Phone Number________________________________________

Current Email Address:_______________________________________________
(Please list both parents email if applicable)

By signing this document, I (we) are acknowledging that we read the Waller FFA Constitution and Waller FFA Departmental rules and agree to follow those rules as printed.

Student Signature:____________________________________________________
Date:__________________________

Parent/Guardian Signature:____________________________________________
Date:__________________________