

SINTON FFA POLICY MANUAL



REVISED AND APPROVED
AST 7/2023
ADMIN 7/2023
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FFA Mission

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.

The following policies provide guidance for the governing of the Sinton FFA and Ag program:

Travel

Any event where the Sinton FFA advisors are acting as chaperones, FFA members must travel with the chapter in district vehicles. Parents may pick up or drop off members from events, but the members must check in or out with an advisor. Students may not drive themselves unless parents give written permission in advance that releases Sinton ISD, Sinton FFA, and the Sinton FFA advisors from liability. Students will be allowed to travel with Ag teachers to and from all major livestock shows provided parents have made previous lodging arrangements for their son/daughter. When traveling with Sinton FFA, members are to remember they are representing the chapter, district and community. Members are to be on their best behavior, and remember traveling with FFA is a privilege.

Dress

Official dress must be worn to LDE contests, State Convention, Area Convention, District Convention, and any other event requiring official dress. Members are encouraged to wear official dress to the banquet, officers must. CDE contest dress is long pants, shirt with collar, unless the CDE event has specific dress, for example vet tech requires scrubs. Dress for travel must follow the Sinton ISD dress code (school dress).

FFA Jackets

Sinton FFA will not pay for any member's jacket. Arrangements may be made with Sinton FFA Alumni if a large order is to be made, but all jackets must be prepaid. Individuals are free to order their jackets at shopffa.org, as long as they are FFA members in good standing. When an FFA member wears their FFA jacket they are wearing the most recognized symbol of the FFA and must act appropriately. We encourage FFA members to donate their old jackets to the chapter to help the chapter and less fortunate members. Any member wishing to have an FFA jacket but can not afford one please contact an advisor privately as there are programs to help.

FFA Graduation Regalia & Letterman Jacket

To earn FFA Graduation Regalia in the Sinton FFA, members must have already or are in the process of earning:

Sash: Lonestar Degree

Cord: 4 year member and meets 2 out of the following

- State Qualifier
- Chapter Officer
- Participated in LDEs/CDEs/SDEs for 3 or more years

To earn a Sinton ISD Letterman Jacket/Letter Patch a Sinton FFA Member MUST:

-Complete 2 years in an AFNR Course and meet 2 out of the following:

- State Qualifier
- Chapter Officer
- Participated in LDEs/CDEs/SDEs for 2 or more years

Stock Shows

Hotels

Ag teachers will inform parents of available hotels for all major livestock shows at the September FFA meeting. If a parent chooses to stay in the same hotel, reservations and payment for those rooms will be the responsibility of the parent. The Ag teachers will not be responsible for making hotel or payment arrangements.

Under extenuating circumstances (to be determined by Ag teachers and SHS administration) hotel rooms may be furnished by the Sinton FFA student travel account. Parents will not be allowed to stay in a room furnished by Sinton ISD unless they are an employee of the district and prior approval has been granted by Sinton ISD administration.

According to the SISD Administration, students that have previously violated rules on any school sponsored overnight trip will not be allowed to be under the supervision of the Ag teachers. These students will be required to be accompanied by a parent/guardian and are responsible for making their own hotel and travel arrangements.

Transportation

~~Ag teachers will be responsible for making transportation arrangements for all livestock projects entered under Sinton FFA. If a student has made other~~
Transportation arrangements are the responsibility of the student/parents and arrangements made must be shared with the Ag Science Teachers. Ag Teachers can assist with arrangements with prior notice.

Sinton FFA will transport projects to the San Patricio/Aransas County A&H Show, San Antonio Livestock Exposition, and Houston Livestock Show. Other shows the ag teachers and SHS administration will make the determination.

Students will be allowed to travel with Ag teachers to and from all major livestock shows provided that their parents have made previous lodging arrangements for their son/daughter and are present and accompanying their child.

According to SISD policy, parents are not allowed to be transported in a school vehicle unless they are a school employee.

Meal Money

Students are expected to provide their own meal money and additional spending money while attending any major livestock show.

Supervision

Any student traveling with the Ag teachers to any major livestock show will be expected to follow all Sinton ISD rules and regulations. Failure to comply with these rules will result in the student being sent home. Members who are not traveling or staying with advisors are not the responsibility of the advisors. However, these members must uphold the FFA Code of Ethics.

Checks

All livestock show checks (including A&H Show) will be held if money is owed to the Sinton FFA. Notices will be sent out by Ag Science teachers in March alerting members of any outstanding fees owed to Sinton FFA.

Selection of Competitive Events

CDE/LDE Teams

District, Area, and State rules state that each chapter can only declare 1 team per contest at each of these events: The number of members allowed on a District, Area or State CDE/LDE team will be determined by the Texas FFA rules and guidelines.

Each student will have to qualify to be on the final Area/ State contest team. Those members chosen for the Area team are set to continue as the chosen State team, no changes can be made unless there is prior approval of extenuating circumstances.

The teams will consist of the top performing students with the highest averages of scores acquired throughout the contest season. Contests that count towards the averages will be determined by the Ag Science Teachers and posted to the teams in a timely manner. Any practice/invitational contests (contest prior to Area) that requires team declaration will be at the discretion of the Advisors and/or based on previous participation in that event.

If the student competes as a 4-H member at a contest where Sinton FFA is also competing we will include that score in the overall scoring process.

For a student to be considered for the final FFA team they must compete in a minimum of 1/2 contests with the Sinton FFA chapter. These averages will show consistency and skill in order to determine the final 4 students for the team for each contest.

Students must also attend after school practices to participate in contests. A student must attend 1 practice a week when they are scheduled and shall not miss more than 3 practices. There will be a sign-in sheet for every practice. If a student misses more than the allotted amount of practices they will not be able to attend any of the contests after that.

All final determinations of team members/participation is at the discretion of the Ag Science Teachers. Reasons for elimination from the final Area/State team may include but are not limited to the following:

- highest averages at set contests
- participation at contest
- knowledge and skill attainment/ competency
- practice attendance

SDE/ Single LDE/CDE Events

All individual events will consist of a maximum of 1 member per team. District, Area, and State rules state that each chapter can only declare 1 individual per contest at each of these events. Each student will have to qualify to be on the final District/Area/ State contest team.

To qualify for a District/Area/State spot the member must be the only candidate vying for that position. If there is more than one member wanting to compete in that particular contest, they will be required to compete in an in-house competition to determine the chapter representative. In-house competitions will be judged by a qualified teacher and announced in enough time to prepare for competition.

Membership Behavior

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:

1. Dressing neatly and appropriately for the occasion.
2. Showing respect for the rights of others and being courteous at all times.
3. Being honest and not taking unfair advantage of others.
4. Respecting the property of others.
5. Refraining from loud, boisterous talk, swearing and other unbecoming conduct.
6. Demonstrating sportsmanship in the show ring, judging contests and meetings.
7. Being modest in winning and generous in defeat.
8. Attending meetings promptly and respecting the opinion of others in discussion.
9. Taking pride in our organization, activities, supervised experience program, exhibits, and the occupation of agriculture.
10. Sharing with others experiences and knowledge gained by attending national and state meetings.
11. Striving to establish and enhance my skills through agricultural education in order to enter a successful career.
12. Appreciating and promoting diversity in our organization.

Members are to follow the ethics at all times, failure to do so may result in suspension of privileges, suspension of membership, or termination from membership.

Suspension of Privileges

In the event a member violates the code of ethics but the act does not require suspension or termination of membership. Members may lose travel privileges, for overnight trips, day trips, or the ability to compete in FFA events depending on the offense. Suspension of privileges will be determined by the advisors and SHS administration.

Suspension of Membership

When a member has had their membership suspended, the member will not be able to take part in any FFA event, examples include but not limited to stock shows, LDEs, or CDE's. Grounds for suspension of membership are as follows:

- Any member failing a school drug screening will be held to SISD's Drug Screening Policy as outlined below.
- Any member sent to DAEP will be automatically suspended from membership
- Any member caught with tobacco or alcohol on an FFA trip or event where the advisors are chaperones.
- Cheating at an FFA event
- The use or possession of illegal drugs
- The misuse of prescription drugs
- Being suspended from school twice in a school year.
- Any behavior that the advisors deem inappropriate, examples include but not limited to: trashing hotel rooms, skipping the check on an FFA trip, etc.

Termination of membership

Once a member has been suspended, the advisors and SHS administration will meet to determine if the member will have their membership terminated. If terminated, the student will no longer be a member of Sinton FFA. Re-entry to FFA after membership termination will be considered at the beginning of the semester following termination. Members must hold a parent/advisor conference prior to re-entry consideration. Members allowed to re-enter will be on probationary status for the first nine weeks following re-entry. Re-admittance is allowed at the discretion of the advisors, who will consult the Sinton HS administration.

Management of Other Crimes and Suspicion of Crimes

The Ag Science teacher reserves the right to suspend any FFA member, who is suspected of committing any crime depending on the circumstances. The Ag Science teacher's decisions will not conflict with any state, or federal laws or the State Student Code of Conduct.

FFA Officers

OFFICER ELECTION POLICY AND PROCEDURE

1. Candidates must give a short speech (no more than 3 minutes) in front of all FFA members during an official meeting which explains why they feel qualified for an officer position.
2. Each officer position will be filled by completing all four sections of the election process (ballot, teacher score/application, interview and test.)
3. Each officer candidate and their parents must sign an officer agreement pending their election to office. A copy of this agreement will be kept on file with the Ag Science teacher.

President

1. Must be a junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.
3. Must have been an officer for at least one year.
4. Must have participated in at least one leadership or judging contest.

Vice President

1. Must be a junior or a senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.
3. Must have been an officer for at least one year.
4. Must have participated in at least one leadership or judging contest.

Secretary

1. Must be a sophomore, junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.

Treasurer

1. Must be a sophomore, junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.

Reporter

1. Must be a sophomore, junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.

Sentinel

1. Must be a sophomore, junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.

Student Advisor

1. Must be a sophomore, junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.

District

1. Must be a junior or senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.
3. Must have participated in at least one LDE or CDE.
4. If more than one member is vying for the position at the chapter level the members will need to have the higher score in a FFA/ Parliamentary Procedure Test, Interview and Chapter Vote on Speech.

Area

1. Must be a senior during the year the position is held.
2. Must have had at least one full year of Ag Science courses and FFA membership.
3. Must have participated in at least one LDE or CDE.
4. If more than one member is vying for the position at the chapter level the members will need to have the higher score in a FFA/ Parliamentary Procedure Test, Interview and Chapter Vote on Speech.

State

1. Must be a freshman/sophomore in college the year the position is held.
2. Must have earned the State FFA degree.
3. Must meet all state guidelines.
4. If more than one member is vying for the position at the chapter level the members will need to have the higher score in a FFA/ Parliamentary Procedure Test, Interview and Chapter Vote on Speech.

Area X and State do not have regulations at this time on how many candidates can go to Phase 1 therefore-Sinton FFA will follow the guidelines set forth at the Area and State level on the number of candidates to go past chapter for these officer positions*

FFA Officer Agreement

Sinton FFA officers are required to perform on a very rigorous and continuous basis. Therefore, it is necessary that those aspiring to become officers are highly qualified, able and willing to perform. Please read and study the major qualifications and prerequisites very closely. When you are fully convinced that if elected you will, without any reservations, be fully able to carry out the role and responsibility of an Sinton FFA officer you should sign and return a copy of this agreement to the Agricultural Science instructors.

Role of Sinton FFA Officers

In order for present and future members of the Sinton FFA officer team, as well as representatives of SISD, and the Texas FFA members to have an understanding of the Sinton FFA officer's role, the following major areas of responsibility are assumed by all Sinton FFA officers:

1. The Sinton FFA officer shall be a member of the student board of officers, which fulfills the specific functions of governance of the Sinton FFA chapter.

2. The Sinton officer shall be a disseminator of specific agricultural education and FFA information to the membership.
3. The Sinton officer motivates, inspires, and encourages members to participate in agricultural education and FFA programs.
4. The Sinton officer shall maintain positive relationships with members, Advisors, agribusiness organizations, the public, and others interested in agricultural education.
5. The Sinton officer shall project a positive and cooperative image as a leader among American youth representing those qualities members and society accept as a lifestyle role model.

Rules for the Sinton FFA Officer Team

As a Sinton FFA Officer, I will:

1. be enrolled in an Ag Science class both semesters,
2. be a paid FFA member for the current year,
3. participate in at least **one** Sinton FFA fundraising activity,
4. be on both LDE's and CDE's.
5. be able to perform Parliamentary Law, including reciting opening and closing ceremonies from memory by the 1st FFA meeting,
6. be dedicated to and committed to FFA and the total agriculture education program,
7. be willing to commit the entire year to chapter officer activities,
8. become knowledgeable of agriculture, agriculture education and the FFA,
9. through preparation and practice, develop myself into an effective public speaker, and project a desirable image of the FFA,
10. regularly and on time write all letters, thank-you notes, reports and other correspondence which are necessary and desirable,
11. accept and search out constructive criticism and evaluation of my total performance,
12. be willing to take and follow instructions as directed by those responsible for me,
13. follow the state officer code of ethics (as adopted by the 1990-91 State FFA Officer team):
 - a. forgo all alcohol and tobacco while involved in official and unofficial FFA activities,
 - b. treat all FFA members equally by not favoring one over another,
 - c. conduct myself in a manner which commands respect without display of superiority,
 - d. maintain dignity while being personable, concerned and interested in my contacts with others,
 - e. avoid places or activities which in any way would raise questions as to my moral character or conduct,
 - f. consider FFA officer activities and school as my primary responsibility,
 - g. use wholesome language in all speeches and informal conversations,
 - h. maintain proper dress and good grooming for all occasions,
 - i. work in harmony with fellow FFA officers, and not knowingly engage in conversations detrimental to other FFA members, officers and adults,

- j. serve as a member of the chapter officer team, always maintaining a cooperative attitude,
 - k. keep myself up to date on all current events,
 - l. maintain and protect my health,
 - m. be a professional and be on time
 - n. refrain from using social media to express negative opinions of students, advisors, the school district, or other schools.
14. be on time and present at **ALL** officer meetings and FFA meetings, unless excused by the FFA advisors,
 15. show respect to teachers or administrators from our school or any other school,
 16. do not engage in a fight or harassment at school or any other school function,
 17. have and wear Official FFA Dress to all official FFA activities, unless otherwise instructed by Ag Science teachers,
 18. carry out all duties assigned to your respective office,
 19. be on at least one leadership or judging team,
 20. not be convicted of a MIP (Minor in Possession) or other crimes that may be embarrassing to the chapter,
 21. attend leadership training camp,
 22. attend State FFA Convention in July, unless enrolled in summer school or attending another activity approved by Ag Science teachers (teachers must have at least 1-week notice),
 23. not break school rules deemed major infractions by the Ag Science teachers or school administrators,
 24. conform to the FFA dress code and Code of Ethics,
 25. have a “C” average at this time and maintain an “A” or “B” average in agriculture classes during my term,

Demerit System for the Sinton FFA Officer Team

1. Any officer receiving three demerits during their term will be terminated from office.
2. Any officer terminated from office during their term may not run for office the following year.
3. Each officer and their parent(s) must sign a completed copy of these rules.
4. If for any reason you are terminated from office, you must reimburse the Sinton FFA, Ag department or SISD for any expenses incurred for camp or State Convention.
5. DAEP placement will result in immediate termination of office.
6. First time ISS placement will result in probation of office position, 2nd ISS placement will result in immediate termination of office.

The Sinton FFA officer team is developed to set the stage for all other members within the chapter. You are all leaders and role models. You should act like it at all times in class and out of class. Remember that you are the best of the best!

FFA Officer Demerit System

Any officer who violates any of the above mentioned rules will receive a demerit. The accumulation of three demerits for any reason(s) will result in termination from office.

Demerits

Missing or late to a meeting – 1

Office Referral – 1

Breaking any of the above rules – 1

MIP or any other crimes committed will result in immediate removal from office.

Becoming ineligible due to grades, for the 2nd time will result in immediate removal from office.

ELIGIBILITY FOR STATE FFA CONVENTION

In order to attend the State FFA Convention, the FFA member must complete the following criteria:

1. The student must have qualified for at least one of the following during the year of the convention:
 - A. Chapter, district, area, state or national officer
 - B. State FFA degree recipient (Lonestar)
 - C. Top seller in chapter's fundraisers
 - D. Star Chapter Greenhand
 - E. Star Chapter Farmer
 - F. FFA Chorus member
 - G. FFA Courtesy Corps
 - H. State Speaking contest
 - I. State Quiz Bowl
 - J. FFA ambassadors
 - K. FFA scholarship recipient
 - L. Ag Science Fair
2. As an alternate for the convention (who does not meet any of the above criteria)
 - a. Any member who has been exceptionally active during the school year
3. In addition to the above criteria, the student must have attended/participated in at least half of the following (with the exception of the State FFA degree):
 - a. district/area/state leadership camp
 - b. district/area/state leadership contest
 - c. district/area/state career development event
 - d. county livestock show exhibitor
 - e. district/area convention
 - f. chapter FFA meetings (must attend at least 60%)
 - g. chapter fundraisers (The student should participate in at least one of them)
4. Each student that is selected for the State FFA Convention must have earned their right to attend by completing the above requirements.

ELIGIBILITY FOR DISTRICT AND AREA LEADERSHIP CAMPS AND CONVENTIONS

In order to attend the District/Area Leadership Camps and Conventions, the FFA member must complete the following criteria in the following order of preference:

- a. Be an Area X Officer
- b. Be a Seis Rios District Officer
- c. Be a participant in a competitive event at said camp or convention
- d. Be a Sinton FFA Officer (Seniority will apply at this level)
- e. Be an active member

ATTENDANCE POLICY

According to the Sinton ISD policy found in the student handbook, students are required to follow the 10-5-2 absence policy for School Related (SR) absences. This can be broken down as follows: 10 district competition days, 5 post-district competition days and 2 state competition days. These days are cumulative for all extracurricular activities. [See policy FM LOCAL]

Sinton FFA members will receive School Related (SR) absences for the following activities:

- FFA camps and conventions
- FFA Leadership Development Events
- FFA Career and Speaking Development Events
- San Patricio County A&H Show (days approved and submitted by Ag Science teachers)
- San Antonio Livestock Exposition (days approved and submitted by Ag Science teachers)
- Houston Livestock Show & Rodeo (days approved and submitted by Ag Science teachers)

Sinton FFA members will receive Excused Absences (EX) for the following activities, provided that the parent follows procedure by turning in a note to the attendance office within the required amount of days set forth by SISD policy:

- State Fair of Texas
- San Angelo Stock Show & Rodeo
- Fort Worth Stock Show & Rodeo
- Star of Texas Fair & Rodeo

DRUG TESTING POLICY

First Offense

Mandatory Substance Abuse Counseling for students and parents as approved by Sinton ISD. Any cost associated with the Mandatory Substance Abuse Counseling is the parent's/guardian's responsibility.

The student will be suspended from participation in all performances and contests in all activities for 30 calendar days. The suspension will begin after the appeals process has been finalized. The student may begin competing in activities, after the 30-day period, if the most recent tests are negative, and required counseling is completed. Any participant testing positive will be removed from the random testing pool, and will be required to be tested at the

time of each random testing, for a minimum period of one calendar and a minimum of six (6) consecutive tests as scheduled.

Second Offense

Mandatory Substance Abuse Counseling for students and parents as approved by Sinton ISD. Any cost associated with the Mandatory Substance Abuse Counseling is the parent's/guardian's responsibility.

The student will be suspended from participation in all performances and contests in all activities for 60 calendar days. The suspension will begin after the appeals process has been finalized. The student may begin competing in activities, after the 60-day period, if the most recent tests are negative, and required counseling is completed. Any participant testing positive will be removed from the random testing pool, and will be required to be tested at the time of each random testing, for a minimum period of one calendar and a minimum of six (6) consecutive tests as scheduled.

Third Offense

Mandatory Substance Abuse Counseling for students and parents as approved by Sinton ISD. Any cost associated with the Mandatory Substance Abuse Counseling is the parent's/guardian's responsibility.

Suspension from participation and practice in all extra-curricular activities will be for one (1) calendar year.

Fourth Offense

Suspension from participation and practice in all extra-curricular activities for the remainder of time the student is enrolled in Sinton ISD schools.

For further information regarding the drug testing policy at Sinton ISD, please read the Sinton ISD Student Handbook.

POINT SYSTEM

The Sinton FFA chapter holds numerous fundraisers and community service activities during the year. The following is a point scale in how members are rated for Star Awards, State Convention privileges and officer elections.

Fundraisers (meat cookies, etc.):	10 points per item or 5 points for each dollar
District Contest (LDE or CDE):	10 points per team
Area Contest (LDE or CDE):	10 points per team
State Contest (LDE or CDE):	10 points per team
Livestock Shows (County or Majors):	10 points per show (if entered under Sinton FFA)
Other FFA Sponsored Events	10 points per activity

1. Every class will begin in the classroom. Announcements will be made at the beginning of class.
2. Each student must be in the classroom **AT THE TARDY BELL**.
3. No horseplay will be allowed in the classroom or shop.
4. No swearing or loud talking will be allowed in the classroom or shop.
5. Students will conduct themselves as responsible young adults.
6. **NO HATS** are to be worn in the Ag. classrooms, with the exception of shop and outdoor activities.
7. **NO TOBACCO IN ANY FORM SHALL BE ALLOWED IN THE CLASSROOM, SHOP, PROJECT CENTER, OR ON FIELD TRIPS!!!**
8. No one is allowed to lean back in their chair or sit on the classroom or shop tables.
9. Students will remain out of the Ag office, up stairs, or storage closet at all times unless they have received permission from an ag teacher to enter.
10. No student will be allowed to loiter outside of the Ag. Building or in the shop during lunch or before school.

The Sinton FFA and Agricultural Science Department are active during the whole year. The chapter will compete in numerous leadership contests and career development events. The chapter will be represented at all district, area, state, and national functions and will participate in the San Patricio & Aransas Counties A&H Show. These rules apply year round for all students.

Due to the numerous activities the Sinton FFA will participate in throughout the year, stipulations have been outlined in this policy manual for eligibility for those trips.

We welcome you to the chapter and hope you take as much pride in our program as we do.

Sinton Independent School District shall not discriminate in their educational programs, activities, or employment practices based on race, color, national origin, sex, disability, age, religion, ancestry, or any other legally protected classification.

Please sign and return the following pages to the Ag Science teachers.

Printed Student Name: _____

Printed Parent/Guardian Name(s): _____

In an effort to keep everyone well informed of events we are going to try and implement an email notification system. If you would like to receive emails informing you of upcoming events please write an email on the line below. We will do our best at sending out a weekly or by-weekly email with upcoming information.

Email Address: _____

Classroom Policies – I have read the Sinton Ag Science Classroom Policies and understand their intent. By signing below we agree that my student is to abide by these rules at all times.

Student Signature: _____

Parent/Guardian Signature: _____

Animal/Equipment Release – By signing below we agree that we will not hold the Ag Science teachers responsible or liable for any accidents or injuries to our animal(s) under their supervision. Furthermore, if any equipment is broken while in your possession you are responsible for repairing or replacing that item.

Student Signature: _____

Parent/Guardian Signature: _____

FFA Policies & Drug Policies – By signing below, we agree to all Sinton FFA policies and procedures including all drug policies.

Student Signature: _____

Parent/Guardian Signature: _____