

STATE DEPARTMENT OF EDUCATION  
BUREAU OF AGRICULTURAL EDUCATION  
STAFF MEETING MINUTES

February 28, March 1, 2, 1967  
Marina Del Rey Hotel  
Los Angeles

Present

S. L. Barrett	E. J. LaSalle
J. W. Becket	W. J. Maynard
H. H. Burlingham	R. H. Pedersen
K. B. Cutler	W. D. Reed
E. D. Graf	R. D. Regan
B. E. Harrison	L. H. Ruth
G. A. Hutchings	J. E. Walker
E. M. Juergenson	D. E. Wilson

The meeting was called to order at 8:00 A.M. on Wednesday, March 1 by Donald E. Wilson, Chief of the Bureau.

Correction of January Minutes

Mr. Hutchings advised the staff that the name of Phil Weigand of the Security First National Bank should have been one of those recommended to the State FFA Executive Committee in January as a candidate for the Honorary State Farmer Degree. After some discussion it was agreed to present Mr. Weigand's name during the May meeting of the FFA Executive Committee for their consideration.

Vea Funding and 1967-68 Applications

Mr. Graf reminded the staff that the deadline for VEA applications in the regional offices is March 27. Tentatively they are due in Sacramento April 10. He said that nine schools have been provided the opportunity to make a single application for all vocational assistance. In these cases regional supervisors still have the responsibility of working with these schools on the agriculture portion even though a specific staff person has been assigned to each school. A memo will be sent to regional supervisors soon advising them of the schools that are making this type of application. April 24 is the deadline for returning them to the regional coordinators' offices.

Sears-Roebuck Foundation Budget

Mr. Ruth asked regional supervisors to furnish him with revised allocations based upon the amount budgeted for each region as soon as possible. He said that \$3,180.13 has been transferred to the State Association account and Mr. Hurford has asked that grants be paid out of this fund until the money is expended. Requests should be sent to the State FFA Office in Sacramento until notice is again given to revert to the conventional system of mailing them directly to the Sears-Roebuck Foundation. He noted that a special effort will be made to see that supervisors receive a copy of each letter indicating payment has been made to the chapter.

### Thailand Project

Mr. Wilson indicated that this program is going to place a strain on the supply of teachers particularly since some are expected to be recruited after the normal placement period has occurred. He advised the staff to keep informed on the program. He also stated that he has been asked to serve on a special advisory committee for this project.

### Meeting of Advisory Committee on Agricultural Education

Mr. Wilson advised the staff that the Bureau's Advisory Committee would meet at Francis Polytechnic High School in Sun Valley on Wednesday, March 8th from 8:30 A.M. to 3:30 P.M.

### Placement

Mr. Graf told the staff that a placement letter would be mailed within a few days. Student teachers will be included on the list dated April 1. He asked that each of the Teacher Trainers provide his office with the names of the student teachers to be listed in the April 1st placement letter.

A poll of regions indicated there are openings in thirteen schools as of this date.

### Young Farmer Convention

Mr. Pedersen reported the following as highlights of the recent Young Farmer Convention:

Some changes in the constitution were made. The office of Collegiate Vice President was established. Wording was included in the constitution to broaden the organization.

Delegates approved a Collegiate Agriculturist Award program.

An excellent parliamentary procedure contest was held with seven teams participating.

The site of the 1968 convention will be Bakersfield.

### R-2 Revision

Mr. Graf reported that the enrollment for all vocational education (reimbursed and non-reimbursed) will be collected through the Regional Coordinators' offices. This will be done by grade, sex, and occupational area. He said there is a need to determine what kind of enrollment figures the Bureau of Agricultural Education will require, if any. The staff recommended that VEA, Smith-Hughes, and George-Barden enrollments be obtained.

It was moved by Mr. Walker, seconded by Mr. Hutchings that the front page only of the R-2 form be retained and that it be effective for the 1967-68 school year. The motion carried.

Mr. Wilson pointed out that every class that is reimbursed must have a title which identifies it with agriculture, and it must be truly vocational in nature. The item of course coding was deferred to the June Planning Session for further study.

#### New State Fair and Exposition

Mr. Wilson brought the group up to date on recent developments and urged the staff to continue efforts to present the Bureau's position on this matter.

#### Special Supervisor

Mr. Wilson told the staff that all of the necessary steps are being taken to obtain clearance to fill the position of Special Supervisor. The Governor's freeze is still on, and no one seems to know when it will begin to thaw or when it will lift.

#### IMP Materials

Mr. Wilson urged staff members to remind their teachers again that this material is available.

#### Specialist Program for 1967 and 1967-68

Mr. Wilson asked for a copy of the visitation schedule for each region as soon as possible. Mr. Maynard reported the program has been well worth the effort in his area. Mr. Reed said the activity was well accepted in his region and is appreciated by the teachers. He also indicated that we might be ready for assistance in other areas, specifically farm power.

It was moved by Mr. Reed, seconded by Mr. Maynard that the Bureau staff recommend that specialist assistance for the next two years be in the area of agricultural mechanics. The motion carried.

#### California Future Farmer Magazine

Mr. Ruth explained in detail the problems associated with publishing the magazine under current conditions. He also presented a cost breakdown and an estimate of what it would cost to get it published privately in Sacramento.

After some discussion it was moved by Mr. Graf, seconded by Dr. Juergenson that a recommendation be made that a one-year moratorium be placed in effect for publishing the magazine effective 1967-68. The purpose would be to determine the true value of the publication to members and teachers. The motion was defeated.

It was moved by Mr. Hutchings, seconded by Dr. Juergenson, that an article be included in the March issue which would explain the problems connected with the magazine. A tear-out sheet should also be developed upon which the reader could select an alternative giving his opinion of the value of the magazine. With one dissenting vote the motion carried.

Five-Minute Reports by Staff

G. A. Hutchings: There has been a drop in the number of State Farmer applications. This is related to poorer quality project programs. Overload of teachers is a complicating factor.

B. E. Harrison: The lack in numbers of people interested in agricultural education is of great concern.

E. J. LaSalle: The education of teachers, and getting them ready for activities, is extremely important. The Santa Clara Section had a very successful Career Day institute. Hartnell College is expanding its field day activities.

K. B. Cutler: Programs in this region are growing, particularly in VEA. There are five new chapters in FFA this year.

J. W. Becket: Four new programs in Farm Foreman Training are scheduled to start in the San Jose area. The high school unit is in its final reproduction stages. It will be tested in selected high schools north of the Tehachapis. Supervisors will be notified which schools will be used as testing areas.

W. D. Reed: The Sacramento County School Office is moving in the direction of pointing out opportunities in agricultural occupations. A county agricultural forum is scheduled, and administrators and counselors have been invited.

L. H. Ruth: A program of orientation is needed for agricultural instructors in our state colleges and universities. They need to be brought up to date on the changes that have taken place in the teaching of vocational agriculture. Some potential agriculture teachers are getting the wrong kind of information.

J. E. Walker: A teacher load summary is published each year in the Superior Region. VEA money has been a great inspiration to agricultural teachers in this area. State Farmer application numbers are up. The teachers in the Superior Region have established a system of evaluating agricultural departments. There is great concern over losing teachers to junior colleges.

W. J. Maynard: The project supervision period is difficult to maintain. Valley College, San Bernardino has established an occupational inventory program at the 12th grade level. It is exploratory in 15 areas, and the student may select five. Six new schools are expected to offer agriculture classes next year in this region. We need a definition of what we should expect for agricultural occupational experience.

R. H. Pedersen: There will not be a Forestry Workshop program this year. We expect it to be re-established in 1968. State Farmer applications are up 20%. Problems in scoring non-ownership projects are anticipated. Section meetings have featured Farm Foreman Training and summer programs this year. VEA schools are showing interest in Community Beautification programs.

E. M. Juergenson: We have had some trouble adjusting to the quarter system. There seems to be more and more interest in junior college (rather than high school) credentials to teach agriculture. The first girl student teacher is scheduled for an interview.

#### Swift Marketing School

Mr. Hutchings presented some dates for the Swift Marketing School. The staff agreed that it should be scheduled for July 17-19 in Los Angeles. Don Moeller, formerly with Swift, is now in the public relations department of A.O. Smith Harvestore.

#### VEA Inquiries

Mr. Wilson pointed out that VEA inquiries should be handled by the regional supervisors or referred to the regional coordinator's office. They should not be referred to Sacramento.

#### Budget

Mr. Wilson informed the staff that there will be a 10% cut, but he was not certain where the adjustments will be made. There will be no new office equipment. A system of program budgeting has been initiated.

#### Sectional Review - Code of Conduct

Mr. Wilson asked regional supervisors to review with their teachers the section in the Curricular Code that spells out the procedure to follow in establishing a method of disciplinary action at sectional and regional activities.

#### Co-Op Quiz Summary

Mr. Wilson asked supervisors to encourage teachers to return the survey forms on the Co-op Quiz program that were sent out by Mr. Allen.

#### Sub-Committee Report on Girls Enrolled in Vocational Agriculture

Mr. LaSalle made a report on his committee's recommendation for "Rules of Conduct for Participants in Co-Educational Activities for Vocational Agriculture Students." He reported that this code would be a supplement to the existing rules listed in the Curricular Activities Code. He suggested that the CATA, Bureau, and FFA join in a committee to finalize the rules (see report attached). It was moved by Mr. LaSalle, seconded by Mr. Walker, that the bureau accept the report. The motion carried.

#### Teacher Education Committee

Mr. Walker reported that the Teacher Education Committee will meet before the Staff Planning Session and will make a report at the Planning Session.

### Reimbursement Committee

Mr. Walker reported that the Reimbursement Committee has met several times and has been exploring such areas as:

How is Vocational Education More Expensive  
Reactions of School Administrators to Reimbursement

To this point no specific recommendations have been made.

### New Programs Committee

Mr. Cutler reviewed the work of his sub-committee on new programs (see report attached). After some discussion, Mr. Cutler moved that the Bureau accept this report. Seconded by Dr. Juergenson, the motion carried unanimously.

### Reports and Publications Committee

Mr. Maynard reported that the State Farmer application revision would be circulated to committee members and be ready for presentation to the staff at the June Planning Session.

The revised form of Circular Letter No. 1 will be ready to mail by April 15th.

A revision of the California Farm Account Book will be considered at the next meeting of the committee.

### Developing Incentives for Non-Farm Youth

Dr. Juergenson gave a brief report on his sub-committee's action (see attachment) and presented a project competition score card for Bureau approval. Before taking action on the score card, the sub-committee presented its recommendation on record books for Agricultural Occupational Experience Projects. Dr. Juergenson then presented a definition of ownership and non-ownership projects for approval.

The Bureau staff accepted the sub-committee's report on Project Competition Score Card and Record Book with no changes. The definition of ownership and non-ownership was amended to read "ownership (production) and non-ownership (service)." Dr. Juergenson moved that the report to this point be accepted as amended. Seconded by Mr. Pedersen, the motion carried.

Dr. Juergenson then proceeded to direct a "brainstorming" session for the purpose of listing ways and means of developing incentives for non-farm youth. For results see the attached material. Mr. Wilson recommended that the staff refine this list further at the June Planning Session.

### Scholarships and Awards

Mr. Ruth announced that the Scholarship Committee would meet on March 13 and 14 in San Luis Obispo. He indicated that all applications must be in his San Luis Obispo

office by the 13th. Mr. Wilson asked that the Scholarship Committee consider the possibility of setting an earlier date for return on these applications.

#### Planning for Supervising Teachers' In-Service Training Programs

Mr. Wilson asked that Mr. Walker's Teacher Education Committee review the report on the in-service training program and be ready to report at the June Planning Session.

Mr. Wilson said the theme of this year's in-service training program will be "How to Supervise the Student Teacher More Effectively in the Center." First consideration on time should be August 1-3. The Del Webb in Fresno was suggested as the spot to meet. Supervisors were asked by Mr. Wilson to send to the Sacramento office as soon as possible suggestions for additions and deletions to the list of persons invited from their regions.

#### National FFA Officer Goodwill Tour

Mr. Ruth outlined the itinerary for the National Officer Goodwill Tour. He indicated that the State Association President, Paul Kresge would accompany the group for the entire tour and that Bureau staff members would join the group at various times as they traveled through the state.

#### VEA Project, University of California, Davis

Dr. Juergenson explained to the staff the details on the VEA project involving student teachers. He said that two student teachers would be placed at Pacific Grove - one in Biological Science and the other in Auto Mechanics. They will be using the inquiry method (problem solving technique) almost entirely in their work.

Two teachers will also go into another school to replace a regular agricultural instructor. These people will use the team teaching approach. The person that is freed will be used as a specialist to assist other schools in special phases of their programs.

#### Staff Planning Session

The dates are June 6, 7, 8, and 9, 1967. The site is not yet determined.

#### Summer Conference Planning

Mr. Burlingham reviewed what had been done to date on this year's Summer Conference. The following are under consideration:

Keynote Speaker: Allan Grant, Joe Perry, Duane Nielsen (Legislators Unruh, Steirn, Sturgeon, Way)

Other Speakers: Max Rafferty

Panel: Ornamental Horticulture (Ron Regan, Chairman with one representative from industry, college specialist, retread ag teacher, Extension, Nurserymen's Association).

Panel: Summer Programs (Sam Barrett, Chairman with two teachers, one administrator, one school board member. To be held on Administrators' Day).

Professional  
Section:

1. Marketing Seminar (RHP)
2. Teaching (EMJ and BEH)
3. Junior Colleges (REM)

Agricultural Occupations Award

Mr. Ruth reviewed the special award program that had been approved by the National FFA Foundation for non-ownership projects. He asked the staff to select a name that would best describe the nature of the program. The staff agreed that it should be named the "Agricultural Occupations Award."

Adjournment

The meeting adjourned at 3:00 P.M. Thursday, March 2, 1967.

Submitted by

Leland H. Ruth



REPORT  
BUREAU COMMITTEE ON "GIRLS IN VOCATIONAL AGRICULTURE"

E. J. LaSalle, Chairman  
K. B. Cutler  
W. D. Reed  
L. H. Ruth  
J. E. Walker

The Committee on Girls in Vocational Agriculture met on two occasions during the March Staff Meeting to deliberate their assignment which was to formulate a Code of Ethics for girls in vocational agriculture.

The committee agreed to the following recommendations:

1. That the CATA, Bureau, and FFA join in a committee to finalize a code for girls in vocational agriculture.
2. That this code be a supplement to the existing Code of Ethics in the Curricular Activities Code.
3. That the title for this supplementary code be "Rules of Conduct for Participants in Co-Educational Activities of Vocational Agriculture Students.
4. That the following topics be the basis for further discussion and development by the composite committee:
  - a. Public display of affection
  - b. Attire
  - c. Chaperones
  - d. Travel arrangements
  - e. Overnight accommodations
  - f. Liability
  - g. Discipline committee (to include girls' chaperone)

REPORT  
NEW PROGRAMS COMMITTEE

## Present:

K. B. Cutler, Chairman  
E. M. Juergenson  
R. H. Pedersen  
W. D. Reed  
J. W. Becket

## Absent:

H. H. Burlingham  
R. E. Matthews

TO IDENTIFY AND DEVELOP NEW PROGRAMS

- A. How to identify new ideas in vocational agriculture
1. Exchange of ideas in the sections and regions
  2. Supervisors to report on new ideas in their regions
  3. New ideas reaching the State office to be circulated
  4. Periodic thought sessions to get new ideas
- B. How to obtain staff reaction
1. Regional Supervisors to write up explanation of the idea and circulate
  2. Present the idea for brainstorming by the New Programs Committee and circulate
  3. Routing slip or sheet to make space available for comments by each member of the staff.
  4. Those ideas receiving the most favorable reaction by the staff, then the New Programs Committee, would be presented for the staff's final reaction.
- C. How to conduct the field investigation
1. Someone such as Jim Becket, or a person in his capacity, should be available to explore, examine, and evaluate innovations in vocational agriculture.
- D. How to develop new programs
- The development of a new program might take one or more courses of action such as:
1. Farmed out to an institution
  2. Contract to a private agency
  3. Referred to CATA
  4. Developed during Skills Week

ROUTE SLIP :

NAME	DATE	WORTHY OF DEVELOPING	NOT WORTHY OF DEVELOPING

Send to NEW PROGRAMS COMMITTEE CHAIRMAN last on list

REPORT  
COMMITTEE TO DEVELOP INCENTIVES FOR NON-FARM YOUTH

## Present:

E. M. Juergenson, Chairman  
R. H. Pedersen  
B. E. Harrison  
W. D. Reed

## Absent:

K. B. Cutler  
R. D. Regan  
L. H. Ruth

In order to strengthen supervised agricultural occupational experience programs, all supervised agricultural experience programs are defined as "ownership" or "non-ownership". An individual student may have both.

## A. Ownership (Production)

1. An ownership (production) project includes those supervised agricultural activities which involve a financial risk and investment on the part of the student.

## B. Non-Ownership (Service)

1. A non-ownership (service) includes those supervised agricultural activities in which the student engages primarily for experience for which he may or may not receive wages.
2. Agricultural activities are defined as those which require a knowledge and/or skill in agricultural technology.
  - a. These activities will include occupational experience such as
    - (1) providing service to agriculture
    - (2) processing, marketing, or purchasing agricultural products
    - (3) employment in the production of agricultural products
    - (4) fabrication and design of agricultural equipment and structures.

REPORT  
COMMITTEE ON SUPERVISED PRACTICE

E. M. Juergenson, Chairman  
R. H. Pedersen  
B. E. Harrison  
W. D. Reed

Record Book for Agricultural Occupational Experience

A record book that specifically emphasizes occupational experience in agriculture is needed. The committee recommends:

- A. Continue use of California Farm Account Book for students who have ownership projects, and those students with both ownership and non-ownership projects where the latter is of a minor nature.
- B. Adopt the record book developed by the National Committee entitled "Supervised Work Experience Records in Vo-Ag" for use by students who have non-ownership projects. This book is for sale by the French-Bray Printing Company, Candler Building, Baltimore, Maryland, at 14 cents per copy.
  1. Recommend that sponsors of record keeping contests include a section in the contest for the supervised occupational experience record book.
  2. Recommend content of book remain unchanged for a trial period, but cover be changed to personalize it for California's use and the title be "Supervised Agricultural Occupational Experience Record Book." Suggest that State office contact French-Bray to test feasibility of personalized cover.

2-15-67

## SCORE CARD FOR PROJECT COMPLETION

The judges will use the following guide for judging the projects:

1. The project presented for judgment should indicate possibilities for growth and development in student as well as project.
2. A project ownership program showing balance, diversity, or use of conservation methods will rate over one having a single enterprise.
3. A non-ownership project should include learning experiences which would help a student advance toward an occupational goal in agriculture. Emphasis should be placed on the variety and types of experiences within the occupation.
4. Project record books must be presented to the judges to serve as an indication of the entrant's interest and ability to use and keep records. The pages will be in proper order in the book and all entries complete and up-to-date.
5. Agricultural mechanics projects conducted during the school year and related to the project or occupational goal will be considered.

I. Occupational Objective \_\_\_\_\_ 15%

- A. Future plans
- B. Progress achieved
- C. Program related to objective
- D. Realistic goals

II. Knowledge \_\_\_\_\_ 25%

- A. Technical information
- B. Economics of project
- C. Demonstrated skills
- D. Trends

III. Involvement and Scope \_\_\_\_\_ 25%

- A. Degree of responsibility
- B. Financial risk and responsibility (if applicable)
- C. Amount of labor
- D. Labor income

IV. Records \_\_\_\_\_ 20%

- A. Up-to-date
- B. Accurate
- C. Neat
- D. Complete
- E. Understandable

V. Utilization of Opportunities \_\_\_\_\_ 15%

INCENTIVES FOR NON-FARM YOUTH  
DEVELOPING SUPERVISED OCCUPATIONAL EXPERIENCE

1. Community beautiful
2. Placement in rural recreation
3. Revise point award systems in local chapters to provide credit in points for non-ownership projects
4. Include in project competition
5. Agricultural occupations experience awards
6. Work-study work experience, emphasis on "workerships"
7. Public speaking
8. Developing supervised occupational experience projects
9. Provide flexibilities for a production project
10. Provide employment service center in cooperation with such agencies as the Turf Grass Association, California Nurserymen's Association, Western Livestock Journal, etc.
11. Added emphasis in curriculum
12. Provide instruction which gives marketable skills
13. Summer school program for non-farm youth (marketable skills)
14. Develop summer work crews
15. Special classes for instruction (such as "Supervision in Agriculture")
16. Career Day
17. Develop programs so supervision and job development time is available
18. Ag teacher must be involved with supervision
19. Workshops (in-service training) for teachers
20. Special teachers for terminal students
21. Develop tract system for instruction
22. What is being done with new teachers on change in concept for working with terminal student
23. Use of advisory committees in developing work stations
24. Exchange experience program (Farm and Non-Farm Students)