

CALIFORNIA STATE DEPARTMENT OF EDUCATION  
BUREAU OF AGRICULTURAL EDUCATION  
STAFF MEETING MINUTES

June 4, 5, 6, 7, 1968  
Konocti Harbor Inn  
Clear Lake, California

Present

D. E. Wilson	E. M. Juergenson
J. W. Becket	E. J. LaSalle
H. H. Burlingham	R. E. Matthews
K. B. Cutler	W. J. Maynard
J. T. Davis	R. H. Pedersen
E. D. Graf	W. D. Reed
B. J. Harrison	J. E. Walker
G. A. Hutchings	

The meeting was called to order at 1:15 P.M., June 4 by Donald E. Wilson, Chief, Bureau of Agricultural Education.

Reorganization

Mr. Wilson opened the session with a discussion on the proposed reorganization. He is chairman of the Vocational Education Section's Reorganization Committee. He distributed copies of a proposed reorganization for the Division of Instruction (see Appendix A), which was presented to the Vocational Education Staff for administrative review.

Placement and Internships

It was suggested that when a teacher submits a request to have his University or State College file sent to a school, that the supervisor also request that the Bureau file be forwarded to that school.

Dave Graf reviewed the Special Internship Program. Considerable discussion followed on the guidelines for this program. The requirement under II-B regarding "one year of field experience" was discussed. Some supervisors disagreed with this requirement. They feel it would eliminate some outstanding "just-out-of-college" people. It was decided to wait until June 15th. A determination will be made at that time as to the appropriateness of implementing the Internship Program.

Research Study of Agricultural Education in California

Jim Becket gave a brief resumé of the development and progress of the study. He discussed the categorizing of businesses in order to start drawing samples of information. They are now developing instruments for securing information.

Additional Teacher Training Institution

Mr. Wilson reported that Lloyd Dowler and Bob Selkirk met with Wes Smith, Don

Wilson, and Ralph Matthews. The upshot of the meeting was that Fresno State College is free to develop a program in Teacher Education. A possible starting date of 1969-70 was discussed. There would be no initial financial support.

#### VEA Applications

Dave Graf reported that there are more VEA applications this year than ever before, and distribution of the money will be more difficult. An IEM run will be made June 8 to determine how much money will be required. Then, some equitable cuts will have to be made. Some funding letters may be out before July 1.

#### Los Angeles City Beautiful Program

Ken Cutler reported on the success of the tour and the participation by section presidents from all over the state. He urged that regional supervisors talk with their section presidents and determine what can be done at the sectional level. This also should be discussed at the regional summer meetings. Mr. Wilson suggested that staff members, who did not participate this year, plan on attending next year.

#### Travel Expense

Emile LaSalle proposed that a discussion be held on the problem of mileage rates for courtesy pick-ups now being charged by school districts. It was decided that a committee should be appointed to study this problem and report to the group at the next staff meeting. Committee appointments were made later in the meeting.

#### Summer Conference

Mr. Burlingham briefly outlined the progress of Summer Conference plans. He stated there will be some change in times for department meetings, regional meetings, and professional meetings. Don Wilson appointed staff members to attend the following department meetings:

Organization	- J. E. Walker, J. T. Davis
Relationships	- W. J. Maynard
Curricular	- E. J. LaSalle
Prof. Improvement	- W. D. Reed, K. B. Cutler
Jr. College	- R. E. Matthews, E. D. Graf
Fairs and Shows	- J. T. Davis, G. A. Hutchings
Young Farmer	- R. H. Pedersen

It was suggested that the year be put on the Conference program.

#### Skills Week - Account Books Instruction Manual

Everett Walker outlined a plan on how to organize the work format for this

assignment. The major problem is with Farm Account Book inadequacies. Mr. Walker and Mr. Maynard will act as a committee of two to work on this problem prior to Conference week.

#### CTO Policy

The Vocational Education Section will now operate under the following CTO policy:

Any staff member who intends to use two consecutive days of CTO must submit a formal request to be approved in advance of utilizing the two days. In this instance, "consecutive" includes any Friday and Monday combinations.

#### Rural Recreation Workshop

Mr. Wilson requested that supervisors urge all teachers, who are interested in this workshop, to contact Bob Pedersen immediately.

#### Reporting of Enrollment and Follow-up

The R-2 should indicate the USOE code for education in agriculture. This is to be used in lieu of the class title.

Jim Becket will brief the Alabama guides for use by the supervisors. Attention will be given to this item at the November staff meeting.

#### Vocational Agriculture Teacher Directories

Prior to September 1, 1968 the regional supervisors are to submit to the Sacramento office the correct, up-to-date information on the 1968-69 directories. The Agriculture Department phone number should be included if it is different from the school number.

#### Evaluation of Departments

This year one department in each region was evaluated. Next year the goal will be two departments, both of which are to be in "Cooperating Schools" if possible.

#### Committee Appointments

Everett Walker and Emile LaSalle were asked to review the Farm Mechanics Guide and the Basic Course Content for Agricultural Mechanics to determine if they should be revised.

Emile LaSalle and Gilbert Hutchings were appointed to study mileage rates for courtesy pick-ups.

Dave Graf, Emile LaSalle, H. H. Burlingham, and E. M. Juergenson will serve as a committee on intern qualifications and selection.

### Legislation

Dr. Juergenson reported on Senate Bill 31. In brief, it means that persons who have met or can meet old type credential requirements by this September can get any of the old credentials. This should have some advantages for the out-of-state people, interns, and those who wish to teach in junior colleges (see Appendix B). Dr. Juergenson will make an announcement on this bill at Summer Conference. Mr. Wilson suggested that all regional supervisors notify their teachers of the provisions of this bill.

### Teacher Workshops

Dr. Juergenson suggested that regional supervisors should call in their "new" or "transferred" teachers to develop or revise their four-year program course of study. Mr. Wilson suggested that an in-service training program be set up on an organized basis for each region. The regional supervisors may submit proposals for financial assistance.

### Junior College Report

Ralph Matthews suggested one or more workshops for teachers who are new to junior colleges. Sixteen of the eighteen junior college instructors placed in 1968 have not taught in junior colleges before. Tentative dates for the workshops are:

August 19 - Bakersfield  
August 22 - Sacramento

### Work Experience Education

Jim Becket reviewed the WEE Manual and made a presentation on the types of Work Experience Education programs, which are: Exploratory, General, and Vocational. Mr. Wilson urged the regional supervisors to learn all they can about WEE programs. Mr. Becket distributed a sheet comparing WEE programs with Supervised Farming Programs (see Appendix C). In the discussion that followed, it was brought out that a possibility does exist that work experience projects could be brought under the WEE system.

### FFA Program

Jerry Davis reported that current FFA membership is 12,967. He anticipates the addition of 500 girls next year. The FFA calendar for the 1968-69 school year is as follows:

June 9, 10, 11 - State Officers Planning Session  
June 18-22 - FFA Class for Agricultural Teachers  
June 24-25 - Professional Section - Girls in FFA  
July 15, 16, 17 - Regional Officers' Leadership Training, Cal Expo  
July 14-18 - National Leadership Training, Washington, D. C.  
July 17-22 - California Exposition

Aug. 4, 5, 6	- Oregon State Officers Sub-regional Leadership Training
Sept. 16	- Membership List Will be Mailed
Sept. 20-21	- Fall FFA Executive Committee Meeting, Fresno
Oct. 13-19	- National FFA Convention Trip
Nov. 15	- Membership Dues Deadline
Nov. 15	- Last Date for Sears 1968 Funds to be Spent
Dec. 15-20	- State FFA Officers' Goodwill Tour
Jan. 2	- Sears Request Due
Jan. 17-18	- Winter FFA Executive Committee Meeting, Fresno
Feb. 16-22	- National FFA Week
Mar. 3	- State Farmer, American Farmer, Scholarship Application due in Mr. Davis's office
Apr. 1	- Master Chapter Report, Farm Proficiency Report due
May 6	- FFA Executive Committee Meeting
May 7, 8, 9	- FFA State Convention
May 10	- FFA State Finals

Jerry Davis discussed criteria for scoring the American Farmer application (see Appendix D). It was decided that these criteria would be accepted.

Mr. Davis will send letters to all of the successful and unsuccessful candidates for the American Farmer Degree.

Mr. Davis will make a new sample for use in completing the Membership form. It will include a correction on the amount of the dues. Membership rosters and sample sheets will be mailed to the regional supervisors for distribution at Section Meetings.

The problem of printing the FFA magazine at Cal Poly was discussed. It was mentioned that the magazine is late in reaching subscribers.

The National FFA Convention Trip was discussed. It is planned to go by train and return by plane. If girls attend the convention, there may possibly be a supervision problem.

Mr. Walker proposed that the uniform for girls, approved at the Professional Section, be used until the FFA Convention next May. The motion was seconded and passed.

Farm Proficiency Awards were discussed. Thirteen awards are available. California participates poorly in the National Chapter Award Program. Mr. Davis will still accept applications.

The regional supervisors were requested to urge their FFA Officers to attend the leadership conference at Cal Expo.

#### Cal Poly Specialist Program

The various specialists from Cal Poly were discussed. The Cal Poly-Bureau contract provides for one more year in Farm Mechanics. The three men, who were the Ag Mechanics specialists this year, do not want to go out again.

The alternatives are to utilize a specialist in adult programs or to utilize short-term specialists.

The following suggestions were submitted for the Ag Mechanics specialist:

Maynard	- OH Mechanics and Small Engines	- 4 weeks
Pedersen	- Small Engines	- 4 weeks
LaSalle	- Curriculum-Shop-Organization	- 4 weeks
Walker	- Curriculum-Small Engines	- 2 weeks
Hutchings	- No particular need	
Reed	- Curriculum-Shop-Organization	- 4 weeks

This would involve about two quarters for the specialist. It was agreed that the Farm Mechanics specialist should spend the fall and winter quarters in the regions and devote the spring quarter to revising the Farm Mechanics Manual, and that a staff committee would select and oversee an agricultural teacher committee which would aid in the revision.

#### IMP Specialist

Mr. Wilson stated that Dr. Heaney will work in the Southern and North Coast Regions during the fall quarter. It was suggested that the spring quarter was not appropriate for field work. It appears that the teachers want media-demonstration workshops.

#### Program of Work

Following committee meetings and committee reports to the group, a Program of Work for 1968-69 was developed. It was agreed that the following items be removed from the Program of Work and made a part of these minutes:

##### I. Project Competition

- A. Each school must hold local competition in order to enter Project Competition.
  1. The entry blank shall include the date of the local competition and the names of the judges.
  2. Every section should include in the banquet program a printed list of gold and silver award recipients.
  3. Encourage the use of local bankers and student teachers as judges.
- B. Revise the score card to include the appearance of the student.
- C. Encourage the use of teachers (as currently is done with junior colleges) as project judges to accompany bank judges.

It was agreed that Item A should be mandatory and that the other items be optional.

II. Summer Workshops in WEE

- A. It was suggested that summer workshops in WEE be developed for high school and junior college counselors. Mr. Pedersen and Mr. Maynard are to follow up on this.

III. Introducing and Implementing New Instructional Programs

- A. Explain at section meetings.
- B. Incorporate into teacher education programs for new teachers.
- C. Utilize pilot and demonstration programs in high schools, junior colleges, and summer programs.
- D. Utilize special funds when applicable.

IV. Strengthening the Program of Adult Education in Vocational Agriculture which will allow adults to enter or advance in their chosen field of employment

A. Ways and Means

- 1. Encourage the holding of classes for disadvantaged adults in non-school settings as well as in non-school facilities.
- 2. Design courses with specific vocational goals.
- 3. Involve industry, the State Department of Employment, and advisory councils in the organization of adult programs.
- 4. Encourage agricultural teachers to act primarily as catalysts in initiating courses taught by other technical persons.

Tentative Dates

Sept. 24	- State Department of Education Staff Meeting
Sept. 23-26	- Bureau Staff Meetings
Nov. 6, 7, 8	- Bureau Staff Meeting, Sacramento
Jan. 7, 8, 9	- Bureau Staff Meetings, Sacramento
Jan. 10-11	- CATA Governing Board Meeting
Jan. 17-18	- State FFA Executive Committee Meeting, Fresno
Mar. 11, 12, 13	- Bureau Staff Meeting, Shasta College, Redding
May 7, 8, 9	- State FFA Convention
May 10	- FFA State Finals
June 17-21	- Skills Week
June 23-27	- Summer Conference

