

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

March 11, 12, and 13, 1969
Shasta College
Redding, California

Present

D. E. Wilson	E. M. Juergenson
H. H. Burlingham	R. E. Matthews
K. B. Cutler	W. J. Maynard
Allen Christensen	R. H. Pedersen
J. T. Davis	W. D. Reed
Lloyd Dowler	R. D. Regan
Charlotte Glenn	J. E. Walker
G. A. Hutchings	

Dr. Gilbert Collyer and Dr. Loren Phillips welcomed the staff to Shasta College.

The meeting was opened by Don Wilson who introduced the new teacher educators-- Lloyd Dowler from Fresno State and Allen Christensen from Cal Poly, Pomona, who will be meeting with the staff in the future.

The task force report from Claire O'Brien on Teacher Education and Personnel Qualifications was distributed and the staff asked to check it over. Any suggestions on the report should be made very soon to E. M. Juergenson, committee member, on that task force.

HONORARY AMERICAN FARMER DEGREE - D. E. Wilson

Don Wilson asked that the staff encourage teachers to apply for Honorary American Farmer Degree (even if they have earned a student degree). Regional supervisors should send their list of recommended teachers to be considered for this degree. The applications must be filled out by each teacher. Highest scoring there will be sent in to the National Office.

ADVISORY COMMITTEE MEETING - D. E. Wilson

The Advisory Committee meeting will be held in Sacramento on Wednesday, March 19. There will be several new members needed to fill vacancies in the Advisory Committee following this meeting. Those leaving will be Norman Boeger, Glen Eidman, Fred Frick, and Willis Stribling.

Suggestions for additions to the State Advisory Committee:

Robert Sapien - Past President, California Association of Nurserymen,
Culver City

Bill P. Mott - (Pedersen)

Robert Kallmen - Retail Nurseryman, active in California Nurserymen's
Association, Santa Barbara (Reed)

Harold Greek - Director, Parks & Recreation in Pomona (Reed)

Cliff Comstock - Sales Manager, Montrovia Nursery, P.O.Q., Azusa (R. Regan)

Fred Stewart - Sales and Service, P. O. Box 1004, Santa Paula 93060 (R. Regan)

Arthur Harwood - (Don Wilson)

Frank Odlsky - District Ranger in Nevada City (J. Davis)

Jerry Defenderfer - San Luis Obispo (Don Wilson)

Bob Bowman - Bakersfield, California (Hutchings)

Les Ferian - (Pedersen)

Arthur Bright - Le Grande (Reed)

Gene Egan - Fresno (Hutchings)

Don Lehman - Davis Ranchers, Colusa (Don Wilson)

REVIEW OF TASK FORCE COMMITTEE RECOMMENDATIONS - D. E. Wilson

Cutler - Exemplary Committee. Progressing okay, although there appears to be no funds available this year. Local districts may apply on an individual basis. See criteria for what makes a program exemplary. The criteria appears restrictive and too oriented to research rather than exemplary programs .

Maynard - Local Plan. Report will be to set up for guidelines on how districts are to develop a district vocational plan.

In this regard, Don Wilson announced there will be a meeting of regional supervisors and regional coordinators with Wesley P. Smith on March 24, 1969, at 10:00 a.m. - 4:00 p.m. in Room 4061 in the Department of Employment Building in Sacramento.

It is important to make provisions in any plan for the inclusion of agriculture and each local agricultural teacher must be alerted to press for this program.

Walker - Program Evaluation. Subject is divided into four sections:

Pre-program Evaluation
On-going Evaluation
Terminus Evaluation
Post Evaluation

Reed - Fiscal Procedures and Policies. Reimbursement: junior colleges wish to make changes in present proposed plan. Present plan is based on an entitlement system which is a formula based on ADA, excess costs and assessed evaluation. Rich districts will, therefore, have to give more financial support than poor districts for the same program.

Pedersen - Cooperative Work Study. Vocational-Occupational Work Experience:
The committee will meet again in Sacramento and Burlingame. General work experience and exploratory may not be reimbursable as instruction. Must be cooperative work experience as it is part of instructional program. A teacher should have release time and class set up for work experience in order to be reimbursed.

Wilson - Vocational Guidance and Counseling. Should have a state staff in this field. Will recommend guidance services that are needed at the local level. One problem is the difficulty to obtain present required Pupil Personnel Credential.

Ron Regan announced a special task force in Los Angeles which has been set up for consideration of the same items as the state-wide task force is considering.

SPECIAL DESIGNATED SUBJECTS CREDENTIAL - D. E. Wilson

This has been advertised and will come up at the April State Board of Credentials Board meeting. Present information appears as though it will be granted.

PROGRAM STANDARDS FOR VOCATIONAL AGRICULTURE - D. E. Wilson

Program standards for vocational agriculture were discussed. (See Local Plan requirement.)

FARM ACCOUNT BOOK - J. E. Walker

The pilot use of the new farm account book includes:

- Cutler - four schools cooperating
- Maynard - four schools cooperating
- Walker - five schools cooperating
- Reed - five schools cooperating
- Pedersen - three schools cooperating
- Hutchings - five schools cooperating

There is need to negotiate on price for printing, etc., of new farm account book.

Each regional supervisor will get an evaluation from teachers by May and come to planning session in June prepared to discuss the farm account book evaluation. Some items (e.g. annual summary) will need to be edited and corrected. A guide for teachers will have to be developed soon.

J. E. Walker agreed to duplicate fifty copies of his guide book and send one to each regional supervisor and to the schools cooperating in trying out the new book. Charlotte Glenn and J. E. Walker agreed to have corrected copies of the new book by the planning session.

STATEWIDE COURSE OF STUDY - W. D. Reed

W. D. Reed presented the pros and cons of views for developing a statewide course of study. Ron Regan indicated their use of an instructional guide which is used to help local teachers build their own local course of study.

The group indicated their belief that what was needed was a guideline or resource course of study for developing local curriculum. One suggestion was that the basic content in Agricultural Mechanics and Agriculture Science be up-dated and expanded to include references and concepts to be developed, so it is carried further than the present basic contents in order that new teachers will have something to follow and experienced teachers will evaluate other areas of their program periodically. The consensus was that the guideline should not include lesson plans but go far enough so that each local program can adapt, add to, and build a local course of study.

Content to include areas of rural recreation, ornamental horticulture, forestry, and current employment needs.

The workshop approach for new teachers is desirable and the subject is to be further developed at planning session. There is a need for a list of recommended texts. H. H. Burlingham reported that Del Shirley was working on a recommended list of text and reference books. Included in the review was the Los Angeles City list of books.

CRITERIA FOR VOCATIONAL AGRICULTURE - E. J. LaSalle

The criteria originally developed by vocational agriculture committee (Chairman Dave Graf) must be reviewed and considered in development of new program standards for vocational agriculture. No action was taken at this time. E. J. LaSalle will follow-up.

SCRAPBOOK ON VOCATIONAL AGRICULTURE - Charlotte Glenn

Don Wilson will send copies of Housing and Equipment for Agricultural Education to Lloyd Dowler and Allen Christensen.

The present book on facilities and equipment is considered adequate, but a companion book is necessary to include ornamental horticulture.

Frank Coyes currently is re-doing the Farm Mechanics Handbook. This new edition will include small engines.

The staff approved the development of a Handbook of Ornamental Horticulture to include facilities, equipment and source suggestions similar to the Handbook on Agriculture Mechanics. Responsibility is to be assigned. Resource people from Los Angeles City and State Colleges will be involved. Suggested it be done on a workshop basis with one of the new specialists as a person to direct it. Also needed is a handbook on rural recreation and natural resource management. Don Wilson will check on the possibility of having the present Housing and Equipment for Agricultural Education Booklet revised and reprinted.

1969 STATE AND AMERICAN FARMER APPLICATIONS - J. T. Davis

There are 269-270 applicants this year and will probably end up with about 260 State Farmers.

FFA Chapters must pay for their pins before the State Convention, so they can be awarded. Jerry Davis indicated that he would order the pins in advance so the pins will be available at convention time.

The idea was offered that no student should be denied his degree if there is quota available and they meet minimum requirements for the State Farmer degree.

American Farmers - should be in by April 15 (applications). Thus far, there are seven received, and indications are that 27-30 will be submitted. Presently there are 14,128 FFA members and it was suggested that each region push to get 50 additional memberships.

1969 SCHOLARSHIP APPLICATIONS - J. T. Davis

A total of 80 scholarship applications have been received and applications look excellent, one with a 4.0 average. Scholarship committee consists of Ken Cutler, Gilbert Hutchings, and Everett Walker.

The problem of whether interns or student teachers should be eligible for summer session teacher scholarship was reviewed. The staff recommended that fully credentialed teachers be given preference, but that interns would be eligible.

BANK OF AMERICA SCHOLARSHIP - D. E. Wilson

These are new scholarships for the disadvantaged (socio-economically handicapped) students interested in teacher education, preparing to teach agriculture or pursue a career in the agricultural industry. Preference will be given for Negro, Mexican-American and American Indian students and is to be coordinated by the Bureau of Agricultural Education.

There will be six-\$1,000 scholarships available, and each will continue up to five years in the event the student is preparing to teach. Candidates must be vocational agriculture students who wish to be teachers of agriculture or go into the agricultural industry, and in need of aid. Desire, leadership, financial need, and scholarship will be considered.

Committee to review and select candidates will be Jerry Davis, Dino Petrucci, Ron Regan, and a Bank of America representative. The staff agreed that the announcement should be sent to all departments and then send the applications to those departments that request them. It was agreed that for the first and second year there be no more than two candidates selected from junior college students.

PROJECT COMPETITION PROGRAM

New rules will include the information that there has been local project competition and that contestants must be FFA members. The number of entrants will be based on the number of FFA members paid by January 1. The date of local competition shall show on entry form and name of judges will be indicated for the local competition.

REGIONAL SUPERVISORS LIST

Test will be announced as soon as Warren Reed is appointed to a regional supervisor's position (Barrett's former position). Some changes in qualifications may be made to include up-to-date credential wording and experience requirement wording to say experience in administration rather than so many years as a department head. Areas to include in the examination are Vocational Education, FFA, Vocational Agriculture, also personnel management and agriculture.

REGIONAL SUPERVISOR REPORTS

Each regional supervisor gave a brief report on important happenings and recent activities in his region. In addition, he outlined the character of the program in his area for the benefit of new members (in teacher education) on the staff.

LOS ANGELES BEAUTIFUL PROGRAM

Need suggestions as to whom to invite from the San Joaquin, South Coast, Southern, and Southwestern regions. This is a one-day program and awards banquet. Approximately 24 names have been suggested so far.

PROGRESS ON DEPARTMENT EVALUATIONS - D. E. Wilson

Each region has agreed to complete two evaluations per year. Those regions not completed are urged to complete their schedule.

PLANNING SESSION

Planning session will be the week of June 2 - 6. Actual days are June 3, 4, 5, and 6. (Begin at 1:00 p.m., June 3, and conclude at 12:00 noon, Friday, June 6). Present plans are to hold session at Konecti "Harbor Inn" Lake County (last year's location).

EXPENSE CLAIMS

Staff was alerted that expense claims will be returned if not correct.

TEACHER TRAINING CONTRACTS

J. E. Walker reported to the group (Appendix A). The report was accepted as corrected.

PLACEMENT PAPERS - J. E. Walker

Procedures for placement papers are the same as in previous years. Teacher educators are to prepare placement papers for new teachers. After the first year recommendation and other material should be sent to bureau staff in Sacramento and placement is then out of the Sacramento office. The placement procedures will be discussed again at the Planning Session.

PLACEMENT - D. E. Wilson

Supervisors will send names of any new placements since January 1, 1969, to Don Wilson. The placement procedures were reviewed and are essentially the same as in previous years. Briefs of new teachers are sent by teacher educators to regional supervisors and are for their use only and should not be sent to administration.

Placement papers for new teachers should be ready by April 1 and new teachers names will be on the April 1 placement list or shortly thereafter.

ADDITIONAL TEACHER TRAINING AGREEMENT - D. E. Wilson

Don Wilson stated that Teacher Training Agreements (contracts) will be sent to Allen Christensen at Cal Poly, Pomona, and Lloyd Dowler at Fresno State. They should see that the agreements get to the proper fiscal officer at their respective institutions.

REPORTS

R-2 forms should be completed by each Vocational Agriculture department. There will be no R-3 forms. Eventually forms will be assigned to the reports committee to bring up-to-date to conform to new State Plan. The guidelines for local district plans will go to schools but actual application will come later. Purpose of guidelines is to help district develop their plan, but it is not the actual application.

COMMUNITY COLLEGE ITEMS

A designated credential has been approved and is being sent for approval to the Board of Governors of junior colleges.

A Forestry Workshop held at Shasta Junior College on March 8, 1969, identified only modest job opportunities in forestry. Therefore, need good articulation with high school vocational agriculture programs. There may develop a common statewide advisory committee at junior college level for forestry. Next meeting will be in May at Sierra College and will work on a curriculum guide for forestry.

SUMMER CONFERENCE PLANNING - H. H. Burlingham

Theme: "50 Golden Years: Foundation for the Future"

Keynoter: Senator Fred W. Marler - L. Baldwin (remarks) - Monday

Panel: First 50 years - Sid Sutherland, Ken Easter, Byron McMahon, George Cooper, Tuesday afternoon - Moderator: J. C. Gibson

Admin. Day Speaker: Wednesday afternoon - Dan Moore (HHB)
Los Angeles Times

Admin. Day Panel: FFA Leaders - Jerry Davis, Wednesday morning

Thursday Speaker: Dick Nelson (DEW) "VEA" 68 - Thursday morning

PROFESSIONAL SECTION

The following four sections were agreed upon for the 1969 Summer Conference:

- a. New curriculum ideas in Agriculture Science - Ron Regan, Chairman
- b. Record Book - J. E. Walker, Chairman
- c. Cooperative Work Experience - E. M. Juergenson, Chairman
Don Wilson is to contact the Texas Vocational Agriculture people for a representative from their cooperative work experience program.
- d. Community College - Ralph Matthews, Chairman
The staff decided that credit would be given to those who sign the roll. Roll will be taken at each of the professional sections and on Friday morning.

SKILLS WEEK (Added section to previous skills week list)

Natural resources and recreation - skill and topical outline.

PILOT PROGRAMS IN WORK EXPERIENCE

This is to be one of the first assignments for specialist. Teacher Trainers will identify interns who will attend Skills Week and alert those persons to the fact that they are to attend Skills Week special workshop. Jerry Davis will send a list to Teacher Trainers as to who attended last year's workshop.

Teacher Trainers are required to follow-up on interns regarding their attendance at workshops. Two workshops on FFA will be conducted by Jerry Davis--one during Skills Week and one in August. FFA workshops will be set and will appear on the CATA calendar. Jerry Davis will determine the date.

CYFA CONVENTION - R. H. Pedersen

The largest convention for several years was held in Stockton this February. The issue of women was discussed and voted down once again.

Mel Oneto was elected new President of the California Young Farmers Association for the year 1969-70.

Next year's convention site will be at Santa Maria. Attendance and tone of meeting (including speakers) was good although problems surrounding the bidding for site should be explored at future meetings. The question of reduced convention fees (or expenses) for college chapter members was considered but no action was taken.

GRAND NATIONAL JUNIOR LIVESTOCK SHOW

Bob Pedersen reported an increase of more than 100 boys and 48 girls registered over last year.

SPECIAL SERVICES - D. E. Wilson

Position to replace Jim Becket at University of California, Davis, is open and attempts are being made to fill it.

FORD TRACTOR POWER EQUIPMENT PROGRAM

Some equipment is available free and some by loan through the Ford Company, but proper use of this equipment may be lacking unless a workshop or use of it, or other instructional aid is given to schools with units. Manuals for Ford equipment is available from the Ford Company including some in Spanish. It was suggested the company (Doug Coggins of Ford Motor Company) be contacted to assist in setting up workshop and/or display of equipment at the Summer Conference. Bob Pedersen is to contact the Ford Motor Company regarding an adult education program.

Bob Pedersen was asked to check on the possibilities of a demonstration unit at the Summer Conference and Skills Week. This will be checked with the Ford people and H. H. Burlingham.

SPECIAL SERVICES

The staff agreed to add to the intern policy statement the following items on the Field Experience Requirement. "Any deviations from this statement must be based upon other experience or compensating factors." The complete policy statement will be provided to the staff by the committee.

STATE FFA OFFICERS

Staff should urge additional qualified, Future Farmers to apply for State FFA offices. Jerry Davis will send four FFA State Officer applications to each regional supervisor.

SCORING STATE FARMER APPLICATIONS

Jerry Davis suggested teachers come in and assist supervisors in the scoring of record books and State Farmer applications. Only teachers involved would be asked to participate. A motion to try this system on a pilot program was passed.

FFA FOUNDATION PROGRAM

The by-laws are written and being reviewed by State Officers. Jerry Davis will review these with Wes Smith.

THE GUATEMALAN PROGRAM

This program is developing, and 70 tool packets are purchased. Packets consist of hand tools worth \$11.00.

Possibly seed may be included in the future in cooperation with the Alabama association.

There is about \$700 in the Sears fund earmarked for beautification to be allocated.

FFA BILLBOARDS

Jerry Davis will follow-up at the supply service on existing posters and the possibility of getting a larger size.

Jerry Davis requested that each regional supervisor send in the names of new regional officers for 1969-70.

STATE CONVENTION

Jerry Davis asked the following supervisors to help:

Warren Reed in parliamentary procedure.
Charlotte Glenn with the girls.
Ken Cutler and Joe Walker on registration.
Jim Maynard on awards.

The staff agreed that each section having girls would provide at least one female chaperon for the State Convention.

Officially, only two chapter delegates, State Farmers, and the state proficiency award winners are allowed to attend the State Convention.

Jerry Davis is to make sure the above statement will be included in the instructions letter.

SUMMER IN-SERVICE WORKSHOPS - D. E. Wilson

The staff previously had recommended workshops on work experience in the Chico area and in Santa Maria. This year there will be one workshop in Natural Resources and Rural Recreation at Shasta College in Redding the last week in July.

There will be a workshop in Natural Resources at Mendocino County. The date is to be decided so it will not conflict with other workshops.

There will also be a workshop in Forestry and Natural Resources at Mt. San Antonio, Southern California, July 1, 2, 3, 1969, plus one extra day.

DATE FOR WORK EXPERIENCE WORKSHOPS

In addition to the section on work experience during the professional section at the Summer Conference, workshop will be provided in fall of 1969 or possibly during Christmas vacation.

Bill Burrows explained the workshop to be presented at Shasta College July 28-August 1. Two units of credit will be given.

Information including dates on workshops should be sent to Don Wilson as soon as possible so teachers will know about it; hopefully, in the March newsletter. Registration forms may be mailed out later.

LOCAL PLANS FOR VOCATIONAL EDUCATION

Regional supervisors agreed that the following items should be included or provided for in local plans for vocational education.

1. Summer service: A planned written program including supervision of projects, shows and fairs (see R-1 Review previously outlined summer activities), work experience stations, and supervision 12-month employment.
2. Travel, including expenses for project supervision, professional meeting and conferences, and supervision of FFA and CYF activities.
3. In-service up-grading of teachers, e.g., Skills Week and Summer Conference, workshops.

4. Facilities - including school farm laboratory, e.g., agriculture practices laboratory or controlled environmental laboratory.
5. Program administration, i.e., provide time for department chairman to administer the need to explain duties of department chairman.
6. A standard for project supervision load. Provide a way of evaluating student supervision load.
7. Encourage agriculture departments to have local advisory committees.
8. Provision for youth groups - FFA and CYFA
9. Provide for informational presentations to students.
10. Required supervised practice programs.
11. Consideration of adult programs.
12. Two or more years of instruction. Supervisors will review R-1 standards and refer to guidelines to come from W. J. Maynard.

TEACHER EDUCATION COMMITTEE
MEETING MINUTES

February 4, 1969
Education Building
Sacramento

Committee Members Present: J. E. Walker, Chairman
H. H. Burlingham
O. S. Gilbertson
E. M. Juergenson
E. J. LaSalle
W. D. Reed

The meeting was convened at approximately 10:00 a.m. by Chairman Walker. As an introduction to the purposes of this committee meeting, member Emile LaSalle briefly discussed the need for strengthening instruction in agricultural mechanics emphasizing his point by a demonstration of good and poor welding performance.

Mr. Graf attended the meeting to discuss progress under the Vocational Education Amendments of 1968 and implications for teacher education. Just recently received was a 194 page set of Rules and Regulations from the U. S. Office of Education. At the state level nine sub-committees are working on setting up the State Plan and criteria for California. Preliminary reports are expected by the last week in February. The regulations include reference to:

1. Teacher education as a part of the plan.
2. State Plan must provide for personnel preparation program.
3. Guidance and Personnel section has several "charges" for guidance and counseling.
4. Pre-service and in-service training of teachers.
 - a. arrangements for training
 - b. training - per se
5. Handicapped - include physically or mentally handicapped.
6. Disadvantaged - socially, etc. (minority)
7. Consumer and Homemaking Education are identified separately in Area F, but occupational homemaking is in Area B.
8. Minimum qualifications - State Plan to delineate these.
9. Funding for advisory committees for teacher training institutions if put into the agreement.

Purposes of Meeting - Chairman Walker reviewed the agenda for this meeting and proposed the procedure to be followed which was approved.

Addendum B of Committee Report submitted at January Staff Meeting - The following corrections were made as voted at the January meeting: (to read)

- A. 1. The Regional Supervisor recommends cooperating schools to be considered using The Criteria as a guide.
- A. 3. Final selection of the cooperating schools will be jointly determined by the Regional Supervisor and the Teacher Educator from the list of recommended schools.

Section B - Reimbursement, of Addendum C (Committee Report submitted at January Staff meeting) - It is the opinion of the committee that the monthly payment provision to the cooperating schools provides the flexibility needed to provide equitable reimbursement for the local school no matter what may be the length of the training period. Therefore, the committee recommends the following wording for this section:

"For each intern placed at the school for training purposes by a cooperating teacher-education institution, the State Bureau of Agricultural Education agrees to reimburse the school district at the basic rate of \$175 per month per intern. Of this amount \$125 per month is for the purpose of reimbursing the school district for the monthly salary of each intern. The remaining \$50 is reimbursement for the district's contributions to the Teachers Retirement System, Workmen's Compensation Fund, obligations outlined in Section D, Item 2 of this agreement and similar costs connected with the teacher education program.

It was agreed that further consultation with Ronald Regan on the Agreement should be pursued in order to solve the problem in the event it is desired to assign vocational agriculture student teachers in the Los Angeles School System.

Credentialing of California Teachers of Agriculture - The committee believes that the topic item "Credentialing of California teachers of agriculture" has been satisfactorily handled with the proposed Designated Subjects Credential in Agriculture which is now in process of implementation following preliminary approval of this credential by the State Board of Education.

State Plan for Vocational Education - The committee recognizes the responsibility of the State Board of Education for the maintenance of adequate programs of preparation for personnel in vocational education (refer to interim California Plan for Vocational Education - 3.22, page 20). It further believes that the Bureau of Agricultural Education has the responsibility for preparation of personnel in vocational education in agriculture. This may best be carried out by working cooperatively and through formal agreement with teacher preparation institutions which are accredited and approved for the preparation of such personnel.

It is the recommendation of the committee that the practice of reimbursement of cooperating schools for partial salary of the intern teacher plus additional necessary expenses be continued.

The following items relative to teacher preparation and in addition to minimum State credential requirements are recommended to be included in the new State Plan.

A. For full-time teachers in vocational agriculture:

1. Occupational Experience: Two years of successful work experience in production agriculture or in related agricultural occupations. Any departure from this provision shall require other or additional evidence or subject matter competence as determined by the State Board staff.
2. Technical preparation: Shall have a Bachelor's degree in agriculture from an accredited institution and shall have completed course work in Plant Science, Animal Science, Agricultural Mechanics and/or Engineering, and Farm Management and Agricultural Economics.
3. Professional preparation: Shall have completed a minimum of 12 semester hours of professional work in education including classes in vocational education and methods of teaching vocational agriculture and post-graduate student agricultural teaching.

B. For Part-Time and Limited Service Teachers.

1. Occupational and Technical experience: Shall be proficient in the specialization for which the class was organized and shall have two years of occupational experience in the field for which instruction is to be provided. Proficiency shall be determined by the State Board staff on the basis of technical preparation and occupational experience.

Implementation of professional preparation shall be done through an institution accredited for teacher preparation in agriculture and under agreement with the Bureau of Agricultural Education. Provision shall be made under contractual agreement to meet the special needs of selected trainees through specially scheduled training sessions.