

BUREAU STAFF MEETING  
EL CENTRO  
MARCH 3-5, 1970

Present:

H. H. Burlingham	E. J. LaSalle
A. C. Christensen	J. F. Lawrence
L. Dowler	R. E. Matthews
M. E. Fleming	W. J. Maynard
O. S. Gilbertson	R. H. Pedersen
T. B. Gregg	W. D. Reed
D. L. Hampton	W. D. Wills
G. A. Hutchings	D. E. Wilson
E. M. Juergenson	

Results of Teacher Workshop Needs Surveys

As a result of seemingly low interest among teachers, it was decided not to plan at this time for any summer workshops.

Meeting of State Advisory Committee on Agricultural Education

The Advisory Committee is meeting in El Centro on Wednesday, March 11, 1970. Those attending will be D. E. Wilson, J. T. Davis, M. E. Fleming, J. W. Becket and W. D. Reed. Others who wish to do so may attend.

New Student Record Book

Discussion revealed that there is a growing teacher rejection of the new book. The main objection seems to be the deletion of the double entry system in the journal of the book and too few enterprise columns in the journal.

It was felt that the staff must review the status of this book and its further development and promotion. It was finally agreed with some exceptions, that the new book should be revised to correct the main objections and then be further promoted, and that teachers must be fully utilized in the revision and promotion processes.

W. J. Maynard and T. B. Gregg are to incorporate the revisions which were recommended by the 1969 Summer Conference Professional Section participants. When this is done, the revised copy is to be sent to V.E.P. for the printing of 250 copies to be available by June 15, 1970.

W. J. Maynard and T. B. Gregg will work with a CATA appointed committee to study the Vo-Ag Student Record Book matter and make recommendations for action. D. E. Wilson will contact Earl Penix to ask for these committee appointments. One suggestion for action might be a Professional Section at the 1970 Conference for further development and promotion.

It was agreed that the January, 1971 date for official change over to the new book be rescinded. Also, the old book should continue to be available.

State and American Farmer Degree Applications

It was reported that the number of State Farmer applications will be down by about 10 from 1969 and that American Farmer applications will be down by about 5.

J. T. Davis feels that staff must encourage further interest in and use of advanced FFA degrees. It was decided to add to the 1970-71 Bureau Program of Work an item dealing with "--increased FFA participation in advanced degrees--".

Scholarship Applications

All general FFA scholarships are immediately due to J. T. Davis.

The deadline for receiving the Bank of America Agricultural Education (minority) Scholarship applications is April 1, 1970. The expected number by region is:

North Coast	2-3	Superior	2
Central	3-4	Southwestern	1-2
South Coast	3	San Joaquin	3-4
Southern	1		

Teacher educators are requested to discuss FFA scholarships with student teachers.

Regional Supervisors are to get applicants for Bank of America Teachers' Summer School Scholarships.

The Scholarship Committee is to meet on March 19, 1970 at 9:00 a.m. at Bureau Headquarters in Sacramento.

Placement

Placement letter #1 will be mailed on March 16, 1970.

New teachers will first appear on the placement letter on the March 30, 1970 issue.

Community college information will appear on the letter as it is made available.

The first letter will list six experienced teachers available for placement, twelve positions open and eight positions filled at mid-year.

The March 30, 1970 letter will show 53 new teachers available:

California State Polytechnic College, Pomona	2
Fresno State College	9
University of California, Davis	22
California State Polytechnic College, San Luis Obispo	20

### CYFA Convention

The 1970 CYFA Convention was considered to be a success. There were 389 at the banquet and 220 registered for the convention.

Three significant changes were effected:

- Female membership is now permitted
- The operating year is now on a fiscal basis (7/1 - 6/30)
- Dues are now \$3 for all members

Fernando Gomes of the Princeton Chapter is the new State President.  
Jim Robinson of the Santa Maria Chapter is Special Projects Chairman.

The CYFA Executive Committee is to meet on March 14, 1970, 1:00 p.m. in Salinas.

### Special Item

It was announced that D. L. Hampton will be coordinating FFA participation at Cal Expo in 1970.

### FFA Convention

J. T. Davis will contact staff members soon with requests for assistance. Besides the regional supervisors, D. L. Hampton, J. F. Lawrence, and William Wills will be assisting at the 1970 Convention; D. L. Hampton will be assuming W. D. Reed's responsibilities.

### Program Statement

D. E. Wilson distributed the Bureau of Agricultural Education's Program Statement February 20, 1970 revision, which has been presented to the Vocational Section administration staff.

It was suggested by D. E. Wilson that future January staff meetings may have as their main purpose the annual revision of this statement.

### FFA Membership

The current state FFA membership is 14,589 with six chapters not yet having submitted dues for 1969-70.

### Skills Week - Summer Conference Planning

H. H. Burlingham directed the discussion leading to the final planning for Skills Week and Conference.

Skills Week Sections to be offered are:

1. Practical Hydraulics
2. Agricultural Mechanics School Shop Organization and Materials
3. Advanced Welding
4. Teaching Horticultural Mechanics
5. Organizing and Conducting Classes in Tractor Operation and Maintenance
6. Procedures in Teaching Welding
7. National Resources and Conservation
8. National Resources and Conservation (Advanced)
9. Livestock Judging - Dairy, Poultry, Livestock
10. Fitting and Showing Livestock
11. Maintenance and Care of Ornamental Trees
12. Cooperative Vocational Education in Agriculture
13. FFA
14. Environmental Quality Control
15. Alternate: Horse Husbandry

Conference speakers will be:

1. Administrator's Day (a.m.) - Dr. Herbert True
2. Keynote, Monday (a.m.)  
    Choices: (1st) - Dr. S. I. Hayakawa  
              (2nd) - Governor Ronald Reagan  
              (3rd) - Dr. Max Rafferty  
              (4th) - Mr. Donald McDowell
3. Wednesday (p.m.) - Assemblyman William Ketchum (Legislation)
4. Thursday (a.m.) - Dr. James Becket (Agricultural Occupations Study)
5. Thursday (a.m.) - Mr. John Lacey (USOE - Vocational Education)

Conference panels will be:

1. Innovations in Animal Science
2. Alternates:
  - Supervised Occupational Experience in Agriculture
  - Adult Education in Agriculture

Conference Professional Sections will be:

1. Community Colleges - Ralph E. Matthews
2. Cooperative Vocational Education in Agriculture - D. L. Hampton, G. A. Hutchings
3. Teacher Recruitment - O. S. Gilbertson, L. Dowler, D. Hientz, W. D. Reed
4. Vo-Ag Student Record Book - W. J. Maynard, T. B. Gregg
5. Summer Program Planning, Implementation, Evaluation - E. J. LaSalle, M. E. Fleming
6. Agricultural Mechanics Curriculum and New Manual - ad hoc committee, W. D. Wills, F. Coyes, R. H. Pedersen.

1968-69 SH-GB-VEA Augmented Reimbursement

W. D. Reed reported:

● Total claim from schools (R-3) .....	946,432.35
● SH-GB and State Funds available .....	191,381.35
● VEA Augmentation .....	280,173.21
● Pro-Rate <u>without</u> VEA Augmentation .....	- 80%
● Pro-Rate <u>with</u> VEA Augmentation .....	- 49%

Instructional Materials Available from AAAE & VA

Districts are being saved about 50% on the costs of this material when buying through V.E.P. However, more use could be made of these materials by California high schools. Regional supervisors and teacher educators are reminded to inform teachers and student teachers of their availability.

National Recognition for California Vocational Agriculture Teachers

It was pointed out that staff effort is given to assisting FFA members to apply for advanced degrees, awards and honors and it was suggested that it would be appropriate to afford the same kind of assistance to CATA members who might be potential recipients of awards and honors available to teachers of vocational agriculture.

J. F. Lawrence is to contact NVATA and others to prepare a listing of national honors and awards available to teachers. When completed, the list will be distributed among regional supervisors and teacher educators.

Regional supervisors will attempt to get one applicant for each award from each region.

Special Item - Honorary American Farmer Degree

L. M. Clausen applied in 1969 and was not selected. W. D. Reed is to check with Donald Hall and L. M. Clausen to encourage re-application for 1970.

D. E. Wilson is to send application forms to regional supervisors who are to seek applicants for the degree.

J. T. Davis is to compile a complete list of California Honorary American Farmers and distribute copies of it among the staff.

Special Item - Vocational Education Television Clips

D. E. Wilson is to check with Roland Boldt about the availability of funds and/or assistance for the development of television clips for the promotion of vocational education and/or vocational agriculture.

J. T. Davis is to investigate the same possibilities pertaining to FFA.

#### Los Angeles Beautiful Program

The Los Angeles Beautiful Awards Program is to be Wednesday, May 27, at 6:00 p.m. in the Hollywood Palladium.

D. E. Wilson will secure reservations for selected Bureau staff members, minority scholarship recipients and others to be recommended by staff to D. E. Wilson before March 17, 1970.

#### Curriculum Guide Committee Appointment

Persons to be selected for this committee include:

O. S. Gilbertson	Four teachers (three high school - 1 community college) D. E. Wilson will contact Earl Penix to get these appointments by CATA. Appointments to be submitted by April 1, 1970.
A. C. Christensen	
R. E. Matthews	
W. D. Reed	

and perhaps one other Bureau staff member to be selected by D. E. Wilson.

#### Brawley High School Visit

Staff traveled to Brawley High School where the Director of Agriculture, Kermit Kleiwer, showed us the facilities, described his program and briefed us on the nature of the Imperial Valley's agriculture.

Following our visit to the Agriculture Department, staff visited with Ed van Dam, Principal of Brawley High School and past vo-ag teacher at Holtville. Ed gave us his views on the importance of Vocational Education to his students and community and also pointed out some of the problems related to financing school programs.

The staff was very favorably impressed by the neat appearance and courteous attitude of the student body.

#### Catfish Farm Tour

Following the visit to Brawley High School, staff toured the Imperial Valley Enterprise, Inc. Catfish Farm, P. O. Box 192, Brawley.

Mr. Robert Daily, Owner-Manager, explained the unique, interesting operation to us.

#### Teacher Training Committee Report

The Committee report was discussed and accepted with amendments.

### Program Standards Committee Report

The amended Committee report is attached as Addendum A.

It was drawn to our attention that it is not appropriate to call these "Policy Statements". Actually, they are statements of Bureau attitude on the matters named in the statement. At this point, they are Bureau Recommended Policy Statements and still subject to revision and finalizing.

Staff accepted the suggested format for writing the statements, and accepted the four examples with some modifications.

The Committee was directed to complete statements on the remaining topics by the June Bureau Planning Session. They will be reviewed by staff at that time.

### Reports Committee Report

#### ● Advisory Committee Guidelines

The Committee recommended continuance and Bureau promotion of departmental Vocational Agriculture Advisory Committees and an up-dating of the current Advisory Committee Guide Booklet.

This recommendation was approved by staff vote.

The Committee recommends that 1-2 members of local departmental Agricultural Advisory Committee be nominated to membership of the districts Vocational Education Advisory Committee as dictated by AB 1820.

This recommendation was approved by staff vote.

The Committee was directed to proceed with the revision of the guide.

#### ● School Farm Manual

The Committee recommended the revision and up-dating of this publication and suggested that it be referred to the teacher educators as an appropriate project for a graduate student in Agricultural Education.

The recommendation was approved by staff and Lloyd Dowler offered to select a graduate student to do the job.

#### ● General Agriculture Brochure

The Committee recommended and staff approved the discontinuance of this publication.

- Vocational Agriculture Brochure

The Committee recommended and staff approved the further use of this publication until the supply is exhausted. At that time it will be evaluated for further use.

- Future Farmer Facts

This pamphlet describing FFA in California, will be ready for distribution by April 1, 1970.

- California FFA Placemats

These attractive placemats will be ready for distribution by April 1, 1970.

- FFA Public Information Leaflets

Four informational booklets describing specific Vocational Agriculture and FFA activities have been developed by J. T. Davis and will soon be available for distribution.

#### Model Plan Committee Report

G. A. Hutchings distributed material (Addendum B) which he distributed to San Joaquin Valley Region teachers. This was for the purpose of encouraging teachers to plan appropriate summer programs. He reported that teachers appreciated and approved of the material.

J. F. Lawrence suggested that Young Farmer and adult activities be added to the list of suggested activities.

It was felt that this material could be even more helpful to teachers if it included a suggested format for writing a planned summer program.

It was agreed that attendance at Skills Week is not an activity for which teachers should receive reimbursement for their expenses.

Regional Supervisors may use G. A. Hutching's material as they see fit in assisting departments to develop plans for summer programs.

The Bureau recommends that each department prepare a plan for its summer program to be submitted to and approved by the school administration. It is to be requested that copies of these plans be sent to regional supervisors.

The Committee was de-activated and need not continue with the development of a model Local Plan for Agricultural Education.

Regional supervisors may request of their schools submission of a plan for their Vocational Agriculture program. This can be helpful to supervisors in verifying program content and quality.



## Program Evaluation Committee Report

The Committee report is attached as Addendum C.

It was moved, seconded and passed by a vote of 12 - 3 to accept for Bureau action, the portion of the report which contained recommendations for the appraisal, accreditation, or evaluation of local departments of Vocational Agriculture. However, further development of the appraisal document and procedure will be set aside until D. E. Wilson has ascertained that it is appropriate to proceed with it.

It is anticipated that this matter will be discussed with the State Agricultural Advisory Committee at its October, 1970 meeting.

Part 2 of the Committee assignment, which deals with developing a system for the evaluation and management of the statewide program of Agricultural Education will be put on the agenda of the June Planning Session for discussion.

## Program Development - Environment

There was discussion on the advisability of developing and implementing, by the Bureau of Agricultural Education, programs in the high school designed to prepare people for employment in the occupations which will develop as a result of our society's increased interest in and demands for control of the quality of the environment.

Staff agreed that it is appropriate and timely for us to move into this field.

W. D. Reed is to discuss with the State Agricultural Advisory Committee at its March, 1970 meeting, the desirability of initiating a program in environmental quality control within the framework of Agricultural Education.

Agencies and people who might advise us on this matter include:

Water Resources Department	Forestry Department
Soil Conservation Service	Governor's Aides
State Director of Agriculture	Extension Specialists
Legislative Consultants	Biological Scientists
Sacramento State Department of Environmental Sciences	University of California, Davis

If the Advisory Committee approves, an ad hoc committee will be gathered to offer advice to the Bureau on how to include this program in Agricultural Education and to help identify job opportunities and training needs.

An additional need in this general area is for the development of materials to assist teachers in including in their basic and production agriculture programs, instruction in anti-pollution practices for agricultural enterprises.

The Program Development Committee of the Bureau will pursue this matter. One possible activity is a Skills Week and/or Conference Professional Section given to this subject.

### Local Application Funding (Part B)

D. E. Wilson distributed a list of schools which have not yet submitted applications for Part B funds nor released them.

### Pacific Regional Seminar

This joint seminar for supervisors and teacher educators in Agricultural Education is scheduled for Phoenix, Arizona on April 29, 1970 9:00 a.m. through May 11, 1970 noon, at the Desert Hills Motel.

D. E. Wilson will request approval for himself and W. D. Reed to attend.

All teacher educators are invited. E. M. Juergenson and H. H. Burlingham expect to attend. The others are uncertain.

Bureau specialists may attend and are encouraged to do so if their schedules and travel budgets permit.

### Special Item - Community Colleges

Community college credentials are undergoing changes--some good, some bad. See R. E. Matthews for details.

A curriculum guide in forestry is being developed in cooperation with Shasta College for the chancellor's office. It will be available soon from R. E. Matthews.

Community colleges Work Experience Education Manual and Sample Plan will be available July 1, 1970. Copies of the regulations governing W.E.E.P. are available now from R. E. Matthews.

The community college position on the State Plan Special Standard for 12 months service in agriculture rests on planned program. The statement is attached as Addendum D.

Community colleges reorganization (presently unofficial) now provides for regional vocational education contact people who are not subject matter identified. Subject matter consultants will all be based in Sacramento within a single unit; (Program Development).

### Summer Workshop for Supervising Teachers

As recommended by the Teacher Training Committee and approved by the staff, a workshop for supervising teachers will be held in 1970. The dates will be August 5-7, 1970.

E. M. Juergenson, O. S. Gilbertson, H. H. Burlingham and W. D. Reed are to meet to make the arrangements according to the recommendations of the Teacher Training Committee.

### R.O.C./R.O.P. Programs

D. E. Wilson discussed R.O.C./R.O.P.'s and distributed materials pertaining to them.

### Vo-Ag Definition of "Program"

W. D. Reed presented a suggested definition of a "Vo-Ag Program". (Addendum E)

Staff is to study this proposed definition, consider it and be prepared at the Planning Session in June to participate in the development of. Bureau agreed upon definitions of program, class and course.

Since USOE reporting, the counseling of students and career preparation plans all utilize these terms, it seems important to have a uniform understanding of their uses.

### Adult Education Committee Report

Regional supervisors are requested to refer to J. F. Lawrence's memo of February 13, 1970 which pertains to adult education courses in agriculture as reported by the Bureau of Adult Education. Supervisors are to follow-up on these courses as requested in the memo and report their findings to J. F. Lawrence.

At the June Planning Session this report will serve as the basis for determining the Bureau Program of Work Items in adult education for 1970-71.

### Agricultural Mechanics Manual

As reported by H. H. Burlingham, the manual possibly is presently in production. The date for its distribution is uncertain but probably it will be prior to the closing of school, June, 1970.

### Colorado Trip Report - Project 21

J. F. Lawrence reported on his trip to Colorado to look into Project 21 which is a program originally designed to promote adult classes in farm management.

The program is a 40 hour short course developed by Colorado State University. It was initiated by a training program to acquaint teachers with the course.

One feature which contributed to the success of this effort was the Colorado coordinator for adult education in agriculture who is a state staff member.

This program led to the establishment of a Colorado Young Farmers' Association.

R. H. Pedersen and J. F. Lawrence are to examine this program to determine its potential for use in California. If Young Farmers or other California adults with an interest in a Farm Management short course can be identified, probably funds for supporting the program can be found.

#### VEA Funds for Disadvantaged and Handicapped

D. E. Wilson reported that it had been determined that 15% of VEA Part B funds may legally be used to finance supervised practice and/or FFA activities for economically disadvantaged students.

Staff agreed that indiscriminate use of the 15% funds in activities of this type would not be wise and supervisors are urged to carefully consider any proposal of this sort before giving approval to it.

R. H. Pedersen suggested several activities which he thought appropriate for this topic. These activities are based on the premise that since supervised practice and FFA are integral phases of the instructional program, financial assistance to economically disadvantaged students to provide for their participation in these phases is an allowable use of the 15% Part B funds.

#### Special Item - FFA Editorial Farm Journal

D. E. Wilson distributed copies of a Sacramento Bee reproduction of the Farm Journal Editorial deploring the USOE neglect of FFA.

#### Special Item - AGDEX Slides and Script

D. E. Wilson described a slide set and script describing the revised AGDEX filing system. The set is available for purchase and will be on display at the summer conference.

#### Special Item - SB-58, Nejedly

D. E. Wilson briefed the staff on this bill which, if passed, may have an effect on agricultural education in California schools.

The bill requires that a special course dealing with environmental quality be taught in California elementary and secondary schools.

#### Date and Place for Bureau June Planning Session

The Planning Session will be held during the week of June 2, 1970. It developed that this week often includes other events that pose a serious conflict with Planning Session. Accordingly, an item of discussion at the Planning Session will be a review of this date for future meetings.

Before selecting a site for the meeting, D. E. Wilson will consider information relating to costs and facilities at several sites.

W. D. Reed is to check out the Awahnee and Yosemite Lodges. L. Dowler and G. A. Hutchings are to check with P.G. & E. on Fresno area meeting places. D. E. Wilson will check on Konocti and will appoint a Planning Committee.

Special Item - Sears-Roebuck Foundation Committee

J. T. Davis is to follow up on the CATA Bureau Sears-Roebuck Foundation Committee Meeting plans for 1970 and make the necessary plans and arrangements for this activity.

Special Item - Supervising Teacher Workshop

Teacher educators and regional supervisors are to send to D. E. Wilson by April 1, 1970, the names of people they recommend for the August, 1970 Supervising Teacher Workshop.

WDR: jmr