

STATE DEPARTMENT OF EDUCATION
Bureau of Agricultural Education

Staff Meeting Minutes
June 6-8, 1972

Present:

S. I. Beck	E. M. Juergenson
J. L. Biggs	E. J. LaSalle
H. H. Burlingham	J. L. Lawrence
J. T. Davis	W. J. Maynard
K. Easter	R. H. Pedersen
M. E. Fleming	P. Peterson
O. S. Gilbertson	W. D. Reed
T. B. Gregg	W. D. Wills
D. L. Hampton	D. E. Wilson

Absent

R. D. Regan

The meeting was called to order by Mr. Wilson, Chief of the Bureau of Agricultural Education at 8:00 a.m. on Tuesday, June 6.

Bureau of Agricultural Education Reorganization

Regarding letters from the field, they should originate from superintendents and other administrators about February, 1973, relating to the value of subject matter and sub-regional offices.

Regional advisory committees are needed for program support.

Regional Supervisors' Areas of Responsibility - Priority Listing

The priority list that was compiled on March 5-6, 1972, was discussed for possible revision in light of proposed reorganization.

Under Group A:

- School visits are primarily for ascertaining compliance of the State Plan.
- Field report needs to be revised to bring it in line with a standard school visit format.
- In-office category
- Out-of-office services

Regional and sectional meetings

It was moved by W. D. Reed and seconded by S. I. Beck, that regional supervisors divorce themselves from all CATA regional meetings. The motion was defeated.

During the months of regional meetings the regional supervisors will not conduct an inservice section meeting. Ted Gregg moved that regional supervisors assist with the Spring regional meeting only. Motion was seconded by S. I. Beck. Motion was withdrawn.

Jerry Biggs moved that regional supervisors attend (conduct) at least four section meetings per year. Section meetings are those meetings called by the regional supervisor for inservice and information. Motion passed.

Moved by S. I. Beck that regional supervisors will not assume responsibility for planning and conducting regional meetings. Motion passed.

- It was moved and seconded that the role of the Bureau staff remain the same for summer conference. The motion was passed.

- Program Evaluation

Moved, seconded and passed that this item remain in Group A.

- BAE Reports

It was moved that the B-2 report no longer be required. It was amended to include F-3 and A-50. Amendment passed.

- Teacher Placement

It was recommended that involvement stay the same.

- Student Teacher Contact

The item regarding supervision of student teachers in the classroom will be removed from the list.

Regional supervisors' time spent on class presentations at teacher training institutions will be limited to those institutions in the regional supervisors' area only.

Student teacher interviews will be done by the headquarters staff.

Regional supervisors will retain the function of teacher recruitment.

- District Communication - Remove

- VEA Write-off

Regional supervisors are responsible for the review of VEA plans, program standards and Function #10.

- New Teacher Orientation

Will be retained as a priority item.

- Vo-Ag Promotion and Expansion

Back off on promotion and expansion due to lack of teachers and staff. Quotas will not be included in BAE activities.

- BAE Staff Meeting

Time allotted for BAE staff meetings will remain the same.

- BAE Committee Meetings

BAE Committee meetings will be limited and/or at staff meetings.

- Curriculum Development

This will remain as proposed. Dependent on proposal made at this staff meeting.

Under Group B:

- FFA Regional Advisor

There is a possibility of using the CATA regional vice-president as regional FFA assistant advisor. Responsibility will remain the regional supervisor's.

- CATA Advisor

Item removed.

- Project Competition

This is an important function; however, sectional CATA shall assume responsibility of organizing and scheduling of Project Competition. This motion failed.

Regional supervisors will retain the responsibilities and will shift as much as possible to sectional officers, and headquarters staff will meet with bankers to express problem.

- FFA State Convention

Regional supervisors will be involved with the Convention.

- Regional Field Days

No involvement.

- Regional and Sectional Workshops - FFA

No involvement.

- State and American Farmer Applications

No involvement. Scoring will be coordinated by the state office on the sectional level.

- FFA Regional Meeting

One meeting per year.

Under Group C:

• CYFA Advisor:

This item will be removed from the list. No involvement.

• CoOp Quiz

The problem will be assumed by four people instead of seven. This should be discussed with industry.

• CYFA Convention

No involvement in State Convention.

• Cow Palace

Four supervisors will not have any responsibility.

• Cal Expo

After the 1972 show, regional supervisors will not have any responsibility.

• State Field Days (other than finals)

No involvement.

• State Finals

Consideration will be given to shifting responsibilities to the college staff or to CATA. For 1972-73 E. J. LaSalle will be assigned time for planning, and regional supervisors will be involved.

• Sectional Field Days

No involvement.

• FFA Reports and Applications

Scholarship scoring will be retained; method to be worked out by J. T. Davis.

• County and District Fairs

No involvement.

• EPDA and Other Wide-based Workshops

No involvement.

- Parliamentary Procedure and Public Speaking

CATA responsibility.

- Advisory Committee

- Great Western

No involvement.

- L. A. County Fair

No involvement.

Regional supervisors should conduct workshops for teachers to inform them of the operation for various activities that are to be assumed by CATA.

Item 3 and 4

Item 3 and 4 were deleted from the agenda.

Item T - Teacher Placement

The placement letter was discussed. As of June 6, 1972, there are 47 positions open with 40 teachers available.

The intern program will open June 15, 1972, on fully-qualified interns with no waivers. The date was amended to June 19.

FFA Convention Critique - W. D. Reed

The FFA Convention this year paid for itself with sufficient funds left over to take up the loss in the judging contest.

Policy statement will be made to the effect that convention reservations shall be due 10 days prior to the convention, and that substitutions shall be of like sex.

A revised system should be devised for registration.

Girls should be registered at a place other than the farm shop.

Check-in system of blankets should be revised, to be the responsibility of Cal Poly.

There is a possibility of having someone other than the regional supervisors to do the registration.

Regional supervisors should schedule their busses to arrive earlier Wednesday morning, and in no event, to arrive after 11:30 a.m.

Friday night housing on campus for judging teams is to be discontinued.

Standing and Special Committee Reports

• Reports and Publications - W. J. Maynard

No report was given.

• Scholarships and Awards - J. T. Davis

Regional supervisors are to double check that their Bank of America Teacher Scholarship winners are present at conference on Thursday, June 29.

• Teacher Education - J. F. Lawrence

The report was submitted to the staff.

• The proposed revision of Procedures and Agreement for Full-Pay Interns was presented to the staff for consideration.

It was moved by P. Peterson and seconded by W. J. Maynard, that the Bureau adopt, for immediate use, the proposed Procedures and Agreement for Full-Pay Intern Teachers. It was moved by O. S. Gilbertson to amend this by substituting the words "class session" in section III AI, III A3 and IV B, with the words "special meetings." The amendment passed. The motion as amended, passed.

• Adult Education - J. F. Lawrence

No report was given. It was recommended that this committee be discontinued.

• Record Book - W. J. Maynard

See Appendix A

• Program Approach/Curriculum Guides - M. E. Fleming/O. S. Gilbertson

See Appendix B

• Evaluation - H. H. Burlingham

It was moved, seconded and passed to accept the procedure for the system and supplemental information.

The procedure for appraising that was submitted to the staff was accepted at the March Staff meeting. Document is to be amended by deleting the ending words -- "and a teacher of agriculture from another school district," in the second paragraph. It was moved, seconded and passed to accept the committee report and to dismiss the committee.

- Special Committee - D. L. Hampton

Program appraisal follow-up. A follow-up form and directions for use are to be ready at the next staff meeting.

- Intern Workshop - O. S. Gilbertson

The report on the workshop was presented to the staff. It was recommended that statewide workshops be dispensed with for 1972-73.

Major Workshop Report

- Multiman - O.S. Gilbertson

Appendix D

- FFA Special Needs - L. P. Rathbun

Report of finding is at the printers -- to be distributed to teachers

- Performance Objectives - P. Peterson

Verbal report.

Policy Regarding BAE Solicitation and Participation in Major Workshops in 1972-73

There was a recommendation that the Bureau not solicit any major workshops for 1972-73, except on a priority of curriculum development and program format.

Review BAE Workshop Priorities

Priorities are listed in the Teacher Education Committee report.

Student Teaching Fifth Year Program

Discussion centered around the need for FFA orientation prior to the student teaching period.

There appears to be a push on the national level to have some FFA instruction included in the teacher education program.

There was a recommendation that a special committee be established to determine the student teachers' needs in FFA and its organization. Motion introduced by W. D. Reed. Seconded and passed.

Restructuring Skills Week

It was recommended that a small group or committee be formed to begin work on Skills Week very early, in order to establish courses to offer and select qualified teachers. Planning is to be accomplished by November Staff meeting.

Status of Agriculture Being Considered as a Single Subject Credential

Dr. James Becket presented a report on the status of agriculture being considered as a single subject credential by the Teacher Preparation & Licensing Commission. The rationale for single subject credential for agriculture needs to be developed by July for Dr. Becket to present to the commission. Warren Reed will work with Dr. Becket to prepare material for presentation at the July committee meeting.

Summer Conference and Skills Week - Final Plans - H.H. Burlingham

Staff assignments for three new departments at conference are as follows:

• Youth and Adult Activities

Emile LaSalle
Jack Lawrence
Jerry Davis

• Curriculum

Maurice Fleming
Bill Wills
Robert Pedersen
Ted Gregg

• CATA Affairs

Jerry Biggs
Dennis Hampton
Jim Maynard
Sandy Beck

Monday morning there is a breakfast for all new teachers and first year interns. The location is in the staff dining room.

Review of Vo-Ag Supervised Occupational Experience Programs in California

The concept of supervised occupational experience in agriculture should be more than just a vehicle for an FFA project. Supervised occupational experience should be more in line with the students' occupational goal. Teachers need a better understanding of the intent and purposes of supervised occupational experience.

It was moved by E. J. LaSalle and seconded by J. Biggs, that this item be a topic at the 1973 summer conference, and that in the meantime an on-site, in-depth study of the existing supervised occupational experience programs be conducted. This amendment was introduced by J. T. Davis. Amendment failed.

It was moved, seconded and passed to refer to the committee appointed by D. E. Wilson.

Deleted Item 13 V

Committee has been formed to meet after planning session.

Regional Officers Leadership Conference

Regional supervisors are asked to be at the conference on Monday, July 10.

Operation Up-date

August 24-25 -- Regional supervisors and teacher trainers are encouraged to attend.

Cow Palace Review - D. L. Hampton

Verbal report.

Annual FFA Report

The enrollment summary as of June 1, 1972, was presented to the staff.

The cost of the National FFA Convention trip will be \$200 for 150 members.

FFA Issues

The deadline dates for reports and awards will be strictly adhered to. Refer to Jerry Davis' memo of June 5, 1972 (filing deadlines). Dates refer to due dates in Jerry Davis' office. All items in the memo are to be sent directly to Jerry Davis.

Annual Report - CYF - J. F. Lawrence

The annual CYF report was passed out to the staff members.

Ad-Hoc Advisory Committee Meeting

This report was sent out by Don Wilson and was included in the newsletter.

Recruitment Posters and Brochures

Posters have been made available to the staff. Sample brochures were presented. It was moved, seconded and passed to accept the long, multi-colored brochure.

CATA Dues and Supervising Teachers

Membership in the professional organization.

It was moved by E. J. LaSalle that all teachers in a supervising school must be members of CATA. Motion failed.

ROP/ROC Check-off

Don Wilson will contact Richard S. Nelson about staff procedure on reviewing ROP/ROC proposals.

Fairs and Shows - J. L. Biggs

This committee will compile a list of innovative procedures at various fairs and make the list available to teachers at conference.

Teacher Centered Follow-Up - S. I. Beck

It was proposed that a follow-up progress report of graduates (one to three years) after leaving school be made.

It was moved, seconded and passed to use the proposed system on a pilot basis in two or three schools. These schools are to be selected by Sandy Beck and Ted Gregg.

Star Teacher Proposal

This proposal was presented to the staff by Warren Reed. Copies are to be forwarded to the Governing Board.

Respectfully submitted,

Maurice E. Fleming

MEF/jm