

STATE DEPARTMENT OF EDUCATION
Bureau of Agricultural Education

Staff Meeting Minutes
March 6-9, 1972

Present:

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

Absent:

J. T. Davis	R. H. Pedersen
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The meeting was called to order by Mr. Wilson, Chief of the Bureau of Agricultural Education at 8:10 a.m. on Monday, March 6. Minutes of the previous meeting was approved as mailed.

Vo-Ag Enrollment and FFA Membership

Membership is over 16,538 as of March 1, 1972. With a large increase in vo-ag enrollment, there is not a corresponding increase in FFA membership. Attention needs to be given to FFA activities that meet the needs of a greater number of students.

Unpaid chapters in the state total 11 schools. Attention also needs to be given to those chapters with a membership of less than 50% of their enrollment.

National FFA Constitution Revisions

Proposed revisions were distributed to staff. Comments from staff should be forwarded to Mr. Davis.

Program Statement

The draft was distributed to staff. Time distribution totals 120 man months. Suggestions for recommended changes were discussed.

Distribution of Instructional Materials

Distribution to schools is the responsibility of the regional supervisor. A copy of the distribution memo should be sent to regional supervisors (memo from Mr. Wilson to Clyde Hostetter).

State FFA Convention

State FFA Convention assignments were passed out to staff by Mr. Wilson.

Cal Expo

Reported by Mr. Hampton and Mr. Beck. Schedule of dates is as follows:

- Tuesday, August 29..... 4-H moves out
- Wednesday, August 30 (5 pm)..... FFA Feature Booths
FFA Patio Displays--begin setting up
- Thursday, August 31 (8 am)..... Move livestock in
- Friday, September 1 (8 am)..... All livestock must be in place
- " " (10 am)..... All feature booths, patio displays
 in place
- Saturday, September 2 (8 am).... Judging of booths, patio displays, etc.
- Monday, September 4..... Livestock sale
- Tuesday, September 5 (7 am)..... Awards Breakfast
- " " Release all exhibits following critique
- Wednesday, September 6..... FFA completely moved out

Ad Hoc Advisory Committee

Committee meeting called for April 5 in Sacramento.

Teacher Recruitment

Presentation of proposed material--1 poster community college, 1 poster high school, 2 brochures each for community college and high school. Brochures on "Teaching Vo-Ag" put out by AVA should be distributed by regional supervisors.

Assignments to visit community colleges for vo-ag teacher recruitment:

Dr. Juergenson usually visits about 12 a year beginning in the spring. Mr. LaSalle makes visits in South Coast Region.

North Coast

- College of the Redwoods EMJ
- Napa College RHP
- Oakland RHP
- Santa Rosa EMJ
- San Francisco RHP

South Coast

Hancock College	EJL
Hartnell College	EJL

Superior

Butte College	TBG
Yuba College	TBG
Feather River College	Wallace
Shasta College	EMJ
Sierra College	WDR
Lassen College	EMJ
College of the Siskiyous	EMJ

Central

Merced College	KE
Modesto Jr. College	SIB
Cosumnes River College	DEW
American River College	SIB
Delta College	DEW

San Joaquin

Bakersfield College	KE
West Hills College	JLB
Porterville College	OSG
Reedley College	JLB
College of the Sequoias	OSG

Southern

Imperial Valley College	MEF
Mira Costa College	MEF
College of the Desert	MEF
San Bernardino Valley	PP
Victor Valley College	Kermit Adams

Southwestern

Orange Coast College	PP
Antelope Valley College	WJM
Moorpark College	OSG
Ventura College	OSG
LA Pierce College	WJM
Mt. San Antonio College	PP

Organizational Patterns

Status at present--nothing new.

CYFA State Convention)
National CYFA Seminar) Reported by Mr. Lawrence. See appendix A.

Placement

Teacher trainers to forward list of new teachers to Mr. Reed for inclusion in placement letter April 1. Indicate date available for placement.

Cow Palace

Mr. Wilson will meet with 4-H people on March 13. Topic of Open Junior Heifer Show will be discussed.

Fairs-Current Trends-Place in Vo-ag Program

Policy Statement is out putting forth guidelines for chapter participation in fairs and shows. Mr. Davis is to check on possible FFA participation in Tulare Farm Equipment Show. Mr. Wilson is to assign committee and/or conference--make fairs more meaningful to more students (skills-type participation).

State Convention

Mr. Wilson took recommendations from staff to be included in letter from Mr. Davis.

Planning Session, June 6-8

Will be held at Dana Point. Mr. Fleming will make housing arrangements.

BAE Special Committee: Mr. Beck and Mr. Reed.

Establish a BAE central file for committee reports. Develop a more systemized method of handling committee reports.

At planning session, review the elements of the BAE Operational Activities.

Telephone Usage

Mr. Wilson reaffirmed Department of Education policy regarding use of telephones.

Copies of Correspondence

Field reports on visits to student teachers by teacher trainers should be forwarded to Mr. Wilson.

Revision of B-2 Report

Reported by Mr. Biggs. Revised B-2 forms were returned to the committee for further work. It was moved, seconded, and passed that B-2 report be reported on a school year basis and that the reporting date be as of May 31 of each year. Report should be back from committee and ready for printing in time for distribution in teachers' folders in September. (See appendix B).

Follow-up of State Farmers

Mr. Davis is to prepare a summary of State Farmers over the past 10 years, compiled by region.

Staff responsibility to follow up three individuals encouraged to enter teacher education program. Mr. Wilson will draft memo to start the process by requesting names that supervisors will follow up.

New Teachers at Summer Conference

Regional supervisors should encourage new teachers to attend Summer Conference. There is a need to encourage all new teachers to attend section meetings, particularly should they attend the first section meeting of the year.

In their summer meetings, regional supervisors should have in the agenda a means of getting all teachers involved in section meetings. New teacher orientation meetings are a good method of getting teachers started in the right direction regarding section and region meetings.

Cata Membership - AVA Dues Submission

Regional supervisors should secure a corrected list of non-paid members and keep Mr. Wilson informed on membership. Also, have regional treasurers contact sectional treasurers to forward all paid dues to Dixie Mitchell as soon as possible.

Summer Conference and Skills Week

Presented by Mr. Burlingham and Dr. Gilbertson. The tentative Summer Conference program was reviewed.

Selection of Cooperating Schools

Mr. Reed presented the report to the staff and it was reviewed. It was moved that the Southern and South Coast Regions conduct the selection of student teaching centers for the school year 1972-73 on the basis of the proposal by the special committee. The results are to be reported to the January 1973 staff meeting for evaluation of the system. The motion was seconded and passed and the committee report accepted.

T-10's-Teacher Evaluation Forms

T-10's to be submitted on all teachers, including interns and new teachers. Regional supervisors shall submit this form to Mr. Wilson on all teachers on the job since September, 1971. These forms should be submitted by September 1, 1972. Memo from Mr. Wilson will indicate details.

Placement Information

Uniform method of compiling information on student teachers and sent to regional supervisors is referred to the Teacher Education Committee for a report to staff at the January 1973 staff meeting.

Vo-Ag Multi-media

The presentation to the Joint Committee on Vocational Education will need to be developed before July.

Ryan Bill

The commission will accept requests for switching subjects to single subject category. Decision must be reached as to whether agriculture should be subsumed as a single subject or subsumed under physical and natural sciences. Consensus is that agriculture should be a single subject, with provision for SDS credential for those occasions when necessary.

Application and appearance before the commission should be accomplished thru the CATA involving Jim Becket.

Action will probably be necessary by May, 1972. Procedures will be followed up on by Mr. Wilson and Jim Becket. Mr. Wilson will then correlate procedures with CATA.

There was a unanimous decision by staff to pursue the application to designate agriculture as a single subject with provision for SDS. Mr. Wilson will correlate with Harold Seigworth the proviso that Seigworth will and is speaking for the total CATA organization.

Evaluation Committee

Action by staff on material presented. Proposed procedure title-change term evaluation to appraisal. Passed. Each department will be evaluated every five years.

- (a) Schedule will commence July 1, 1972.
- (b) O.K.
- (c) All staff members--O.K.
- (d) Regional supervisors will identify schools within their regions to be appraised.
- (e) Change programs to departments. Regional supervisors will be responsible to counsel that this is a uniform practice applying to all departments.
- (f) Change six months to one year. Change team chairman to regional supervisor.

Preparation of progress report form will result from a committee to be appointed by Mr. Wilson.

It was moved that this system be one of accreditation rather than one of appraisal (Reed); seconded by Mr. Beck. Motion failed 10-3.

On Item 2 - Utilize selected teacher on evaluation team--there was a motion to eliminate Item 2 (Maynard); seconded by Mr. Beck. Motion failed. There was a motion to refer Item 2 back to the committee to be reported on at the June planning session (Burlingham); seconded by Mr. Fleming. Passed.

On Item 3 - it was moved that Item 3f be deleted pending report of committee on Item 2. Motion was seconded and passed. Item 3f should be changed to read: Representative of vo-ag students.

Item 4 - accepted.

Report of the committee--Items 1, 2, and 3 will be edited by the committee. Item 4 - motion made, seconded and passed to accept recommendation of committee.

Item 5 - title of explanatory material was accepted. Material will be prepared by committee for presentation at June planning session.

Fifth-year Subject Matter

Time will be devoted in 1972-73 staff meeting for review of subject matter of fifth year program as it relates to ornamental horticulture, agricultural mechanics, and FFA.

Restructuring Skills Week

Discussion of item for inclusion on agenda at June planning meeting, 1972.

Summer Vo-Ag Program

Reported by Mr. Hampton. Due to deadline of May 1 for summer school application, regional supervisors may wish to give consideration to presentation of material to teachers at the earliest section meeting, keeping in mind board approval and submission of application prior to May 1.

Cooperative Handbook and Workshop

a) Handbook is available from Mr. Hampton. Distribution should be thru section meetings. BAE newsletter should have an item referring to handbook mentioning for further information contact regional supervisors.

b) New cooperative programs for 1972-73--Funds from Part G have a primary purpose of being applied as "seed" money with the possibility of additional funding for an additional two-three years.

Vocational Education Students for Advisory Council

Names were suggested for referral to Mr. Davis.

Vocational vs. Non-Vocational Courses

Mr. Wilson will appoint a committee to review the matter of vocational vs. non-vocational classes and students and will make recommendations for staff action.

Revision of B-2 Report (continued)

It was moved, seconded, and passed that alternative #1 be accepted. Number of students divided into columns by grade. Wording of Type E remains the same. It was also moved, seconded, and passed that the revised B-2 be adapted and prepared for use beginning school year 1972-73.

Teacher Recruitment - Poster and Pamphlet (continued)

Suggestions were given to committee for minor revisions. Posters will be printed at 3,000 high school and 1,000 community college. Pamphlet example #1 was accepted, example #2 will be priced and both will be reported on at the June staff meeting.

Copy of directions to regional supervisors on operation and function of section meetings and region meetings should be sent to all regional supervisors.

Respectfully submitted,

Maurice E. Fleming, Secretary