

STATE DEPARTMENT OF EDUCATION
Bureau of Agricultural Education

Staff Meeting Minutes
March 6 - March 8, 1973

Members Present

J. K. Baker	O. S. Gilbertson	Paul Peterson
Jerry Barkley	T. B. Gregg	W. D. Reed
S. I. Beck	D. L. Hampton	R. D. Regan
J. L. Biggs	E. J. LaSalle	Richard Rogers
J. T. Davis	J. F. Lawrence	W. D. Wills
Lloyd Dowler	W. J. Maynard	D. E. Wilson
		James Becket, Guest

The meeting was called to order at 8:15 a.m. by Mr. Don Wilson, Chief of the Bureau of Agricultural Education in the Conference Room, Plumas Hall, at California State University, Chico on Tuesday, March 6, 1973.

The minutes of the January Staff Meeting were approved as mailed.

The meeting began with a general discussion of the reorganization.

Mr. Wilson mentioned that the position for State Director of Vocational Education would be open and encouraged any one qualified and interested to apply.

Coordination of Evaluation Activities

Mr. Wilson explained that teams are being trained and that School Districts will be evaluated on the 12 Functions of Vocational Education.

Five Districts will have their Work Experience Programs evaluated during the week of March 12 through March 19 by the Bureau Chiefs.

All evaluations, in the future, will be coordinated through Roland Boldt's office including Agriculture Department evaluations.

Review of Staff Reactions to Completed Guide for Vocational Agriculture Department Appraisal

Warren Reed explained that he had presented the evaluation instrument to Dr. Ernie Neasham for review and that Ernie was favorably impressed.

There were several recommendations:

- a. Integrate criteria into the instrument.
- b. Place the cover on the instructions and staple the instrument on the back of the criteria.
- c. Color code the parts and print on 3-hole paper.
- d. Print the instructions on the back of the instrument pages.

Motion: Print the guideline on 3-hole paper with the blue cover removed from the instrument and placed on the guideline, and a new cover developed for the instrument. (S. I. Beck)

Second: O. S. Gilbertson

Amendment: The guidelines be printed in a different color. (J. Maynard)

Second: Richard Rogers

Amendment: Passed

Main Motion: Passed

A plan for implementing the new guidelines will be a topic for discussion at the June Planning Meeting.

Fairs and Shows - Innovative Ideas

J. L. Biggs distributed the revised list to the staff. The results of the survey will be presented in the April Edition of the "Golden Slate".

Student Record Folder

Jim Maynard stated he would have a report on the Student Record Folder at the June Staff Meeting.

Program Statement

Mr. Wilson indicated that he would update and edit last years program statement and the staff will review the assignments at the June Staff Meeting.

Intern Workshops

Bill Wills reported that Intern Workshops would be held on March 17 at Delta College and on April 7 at Hemmet.

The six workshop areas will be:

1. Occupational Experience
2. Future Farmers of America
3. Department Administration
4. Discipline
5. Farm Account Books
6. Ag Mechanics

It was agreed that a review of the intern approval system be held at the June Staff Meeting.

Agricultural Council of California Proposal

Jerry Davis presented the proposal of the Agricultural Council on the revised Co-Op Quiz Contest.

- a. Teacher indicates participation directly to the Council.
- b. Material is sent directly to the teacher.
- c. Local tests are given and local check will be sent to the teachers.
- d. The top 3 contestants from each chapter are eligible to enter the State Contest at San Luis Obispo.
- e. Scholarships and cash will be presented to the top contestants and chapters.

Motion: The State Co-Op Quiz Contest be held at San Luis Obispo after 1:00 o'clock on the Saturday of Judging Finals and that the contest be available to all eligible FFA members. (E. J. LaSalle)

Second: W. D. Wills

Amendment: Strike out San Luis Obispo and insert Fresno. (S. I. Beck)

Second: Lloyd Dowler

Motion: Previous Question. (W. D. Reed)

Second: O. S. Gilbertson

Motion: Passed

Amendment: Defeated

Amendment: The Co-Op State Contest be held at the five Teacher Training Institutions and recognition be given at the State Contest at San Luis Obispo. (R. D. Regan)

Second: T. B. Gregg

Amendment: Passed

Motion: Refer to the State CATA Youth Activities Department. (Jerry Davis)

Second: D. L. Hampton

Amendment: Failed

Main Motion: As Amended Failed

Schedule of Field Days and Regional Meetings

Jerry Biggs made several suggestions for preventing conflicts between Regional Meetings and Field Days. It was agreed that the Regional Supervisors would follow the recommendations listed.

1. Try to coordinate Regional Meetings at the June Planning session.
2. Set Regional Meeting dates at first Regional Meeting at Summer Conference and review and finalize the dates at the second Regional Meeting.

Grand National Junior Livestock Show Items

Jerry Biggs announced that a Merit Award Update Committee consisting of S. I. Beck, T. B. Gregg, J. T. Davis, and J. L. Biggs would meet at the Cow Palace.

Jerry also informed us that relationship problems between the Bureau Staff and the Cow Palace continue to increase. This year an open Junior Ewe Show will be held and a high school rodeo will be held on Saturday and Sunday nights. The Advisory Committee was not considered on either matter.

Don Wilson indicated that the State 4-H Advisors and the Bureau Headquarters staff will discuss these problems at their joint meeting on March 12.

According to Jerry Biggs, the Grand National Foundation is seeking suggestions from the Bureau on ways to encourage youth to enter the livestock industry.

Questionnaires will be sent to the staff for response.

Jerry Biggs distributed an assignment sheet for Cow Palace.

Summer Conference and Skills Week Plans

A. Conference

Dr. Gilbertson presented the suggested changes for this year's conference.

Motion: Suggested changes be accepted. (T. B. Gregg)

Second: S. I. Beck

Motion: Passed

Motion: The theme for Summer Conference be "Program for Progress". (S. I. Beck)

Second: Jack Lawrence

Motion: Passed

It was recommended that the teacher scholarships be presented at 10:00 a.m. on Wednesday of the Conference.

B. Skills

The following items were recommended for Skills on a one and one-half day session basis:

1. Curriculum Guidelines
2. Agricultural Council Tour
3. Soils and Plant Tissue Testing
4. Fitting and Showing of Livestock and Horses
5. Record Keeping
6. Pest Control Certification
7. Ag Mechanics including:
 - a. Calibration of Farm Equipment
 - b. Basic Welding
 - c. Advanced Welding
8. Poultry
9. Ornamental Horticulture including:
 - a. Plant Identification
 - b. Horticulture Mechanics
 - c. Curriculum Guidelines
10. Wildlife and Game Bird Management
11. Recreation to include:
 - a. Mensuration
 - b. Identification of Wildlife and Game Birds
12. Audio Visual

Motion: W. D. Wills design workshops to be held in Chico and Pomona, each including four - one and one-half day sessions. Information will be collected on the cost and the number of teachers that would attend and the results of this proposal be presented to our Chief for consideration within 30 days. (W. D. Reed)

Second: Lloyd Dowler

Amendment: Delete one and one-half day sessions. (W. D. Wills)

Second: Jerry Biggs

Amendment: Failed

Main Motion: Passed

Review of Decision Regarding Use of T-10

Motion: Reconsider action on the T-10 form taken at the last Staff Meeting. (E. J. LaSalle)

Second: Lloyd Dowler

Motion: Passed

Motion: T-10 be filled out by Regional Supervisor upon notice that the teacher is seeking a new position or when the teacher's file becomes outdated. (E. J. LaSalle)

Second: Jack Maynard

Motion: Passed

E. J. LaSalle will submit a revised draft of the T-10 at the June Staff Meeting.

T-14 Revision Committee Report

Motion: Accept the revised T-14 form with page 2. (W. D. Reed)

Second: O. S. Gilbertson

Motion: Passed

It was recommended that a place for the Social Security Number be included on the form.

Staff Reactions to Program Approach Paper and Student Data Sheet - Final Revision Before Printing - Decision Concerning Uses

Motion: Student Data Sheet be adopted as presented. (Lloyd Dowler)

Second: Ted Gregg

Amendment: Interchange 1 and 2 in 3b. (J. L. Biggs)

Amendment: Died from lack of second

Amendment: Replace "go to college" with "continue my education" and add "adult or evening classes: to 1.) community college and 2.) four year college. (R. D. Regan)

Second: Jack Lawrence

Amendment: Passed

Motion as Amended: Passed

Motion: The Student Data Sheet and the Instructions which accompany it be printed immediately and 1,000 copies be made available to Regional Supervisors so that they may promote the forms.

Schools will print their own copies once the Supervisors have provided samples. (W. D. Reed)

Second: S. I. Beck

Motion: Passed

Motion: The Program Approach Statements as revised by W. D. Reed be approved. (S. I. Beck)

Second: Ted Gregg

Motion: Passed

Ideas recommended for selling the Program Approach to Agriculture Education include:

1. Present a Sectional Administrator's Night.
2. Use 7 film strips on Careers in conjunction with the Student Data Sheet for Sectional Meetings.
3. Communicate progress of committee frequently to teachers.
4. Select schools on Program Approach to present Sectional or Regional Meeting program.

Disposition of Motion Regarding Recommendations to State Director on Reorganization

Since this problem has been resolved this item was deleted from the agenda.

Teacher Placement

Warren Reed handed out the most recent placement sheet.

Motion: The Monday following the March Staff Meeting the placement list be distributed to all available teachers including student teachers and that names of student teachers be included as available on the list. (D. L. Hampton)

Second: Ken Baker

Motion: Passed

Planning Session

The following suggestions were made for the location of the June Planning Meeting:

- a. Wawona (Yosemite) - J. L. Biggs to follow up
- b. Tiger Creek
- c. Konocti

The Chief will make the final decision and notify the Staff.

Credentials Commission Items

Dr. Becket reported that no action had been taken on Single Subject changes by the Commission at this time.

The responsibility as to when to trigger action for single subject designation was placed upon the Bureau of Agricultural Education Teacher Education Committee.

Part B Special Professional Development Funds

Dr. Becket reported that there was \$25,000.00 available to Districts for supplementing present inservice training. Approximately half has already been granted. A District may apply for \$1,000.00.

Presentation on Summer Programs

S. I. Beck presented a slide program on Summer Programs which stressed that teachers plan summer activities and devote the major portion of their time to student supervision. The reaction of the staff was favorable.

California Young Farmers Association and Adult Education Items

There are 610 paid California Young Farmer members and two new chapters according to Jack Lawrence.

Jack also reported on the National Institute in Sacramento and the California Young Farmer Convention in Fresno.

Jack Lawrence also suggested that Regional Supervisors look into the possibility of selecting assistant regional advisors from past or older California Young Farmer members.

Staff Committee to Develop Alternate Ways of Meeting Bureau of Agricultural Education Objectives

Jerry Biggs asked that the Committee Report be deferred to the June Planning meeting.

Teacher Recruitment Visits to Community Colleges - Staff Assignments

The following assignments were made:

STAFF MEMBER RESPONSIBLE
FOR VISIT

COMMUNITY COLLEGE

Ken Baker	City College of San Francisco Santa Rosa College Modesto Junior College San Joaquin Delta College, Stockton
Jerry Barkley	College of the Sequoias, Visalia
Sandy Beck	Napa Community College
Jerry Biggs	Bakersfield College Reedley College
Lloyd Dowler	Merced College Porterville College
Maurice Fleming	San Bernardino Valley College Mesa College, San Diego Victor Valley College, Victorville
O. S. Gilbertson	Hartnell College, Salinas Ventura College
Ted Gregg	College of the Redwoods, Eureka Lassen College, Susanville
Dennis Hampton	Butte College, Durham Shasta College, Redding College of the Siskiyous, Weed
E. J. LaSalle	Allan Hancock College, Santa Maria West Hills College, Coalinga
W. J. Maynard	Orange Coast College, Costa Mesa Antelope Valley College, Lancaster
Paul Peterson	Mira Costa College, Oceanside Mt. San Antonio College, Walnut Los Angeles Pierce College, Woodland Hills

STAFF MEMBER RESPONSIBLE
FOR VISIT

COMMUNITY COLLEGE

Warren Reed

Yuba College, Marysville
Sierra College, Rocklin

W. D. Wills

Imperial Valley College
College of the Desert, Palm Desert

Don Wilson

Consummes River College, Sacramento

Disadvantaged and Handicapped Study Report

Mr. Wilson reported that a study of the review for Disadvantaged and Handicapped expenditures in 1971-72 indicated that there were many violations. We were reminded that each District must keep the following records:

1. A file on each Disadvantaged and Handicapped student indicating his disadvantage or handicap.
2. A record of what services or programs are being offered.
3. An audit trail on funds for Disadvantaged and Handicapped.

Joint Meeting with 4-H

A joint meeting will be held with 4-H on March 12 according to Mr. Wilson. Discussion will center around Cow Palace and Cal Expo.

1973-74 Plan for Vocational Education County Coordinators

Ted Gregg reported that there is an attempt in the Central Vocational Regional Office to cover all counties with coordinators next year. The plan is that county coordinators will be able to assume many across the board responsibilities which will allow Regional Supervisors to spend more time in their subject matter areas.

OSHA - Occupational Safety and Health Act

E. J. LaSalle reported that the Act applies to teachers and students in the vicinity of equipment.

Motion: A committee be appointed to develop a Guideline Booklet on safety for use in Vocational Agriculture Programs and this committee coordinate its work with the Curriculum Guidelines Committee. (W. Wills)

Second: E. J. LaSalle

Motion: Passed

The Committee will consist of W. D. Wills, Chairman; E. J. LaSalle, and Paul Peterson.

Contracts and Set Asides

Mr. Wilson indicated that the budget would be tight this year. Lloyd Dowler suggested that a survey of schools be conducted to determine the effect of reducing or eliminating funds to schools for student teachers in agriculture. No action was taken.

Co-Op Programs and Items

Jerry Barkley reported on the progress of the Co-Op Programs. He indicated that he has assisted many Districts in setting up Summer Co-Op Programs.

Cal Expo

Sandy Beck reported that the State Chamber of Commerce will not continue to coordinate the Fat Sale at Cal Expo.

The FFA Show will be held over the three day holiday this year and the Sale will be held on the third day of the holiday. There is a possibility of holding the Sale at the Art Center.

According to Sandy Beck, the Staff must be assigned to the rings, horticulture, and Ag mechanics this year.

Vocational Agriculture Enrollments

Mr. Wilson reported that all of the R-2 Reports have not been summarized as yet; however South Coast shows an 8.4% increase and Superior shows an 11.3% increase. There appears to be a major increase in female enrollment.

FFA Items - Membership - State Convention

Jerry Davis reports a paid up FFA membership of 17,231. He suggested that the Staff spend some time at the June Planning session in reviewing Vocational Agriculture enrollments and percentage of FFA membership.

Jerry also suggested that a committee be appointed to establish strategy to increase FFA membership.

Jerry reminded us of the following deadlines:

<u>APPLICATION</u>	<u>DEADLINE</u>
American Farmer	April 1
State Farmer	Due Now
Scholarships	March 1
Minority Scholarship	April 1
Teacher Scholarship	March 1

The National Convention trip is now being planned. One hundred and fifty-five people will be accommodated and reservations may be made now by sending a \$25.00 deposit.

The State Convention assignments were distributed. We were reminded that there will not be any Friday night dormitory facilities available this year.

Jerry Davis reported that the State FFA Foundation is progressing well and an Internal Revenue Service number has been issued. Jerry suggested that we spend some time at the June Planning Meeting on an explanation of the FFA Foundation and that an explanation of the foundation be included in the CATA Summer Conference.

Review of Pilot Process for Selection of Cooperating Schools

E. J. LaSalle reported that the process he and Maurice Fleming used to select co-operating schools this past year was successful, but appeared to be too bulky and time consuming.

This pilot process was referred back to the Teacher Education Sub-Committee and recommendations from the committee will be presented at the June Planning Meeting.

Courtesy Vehicles

Emile LaSalle indicated that many courtesy vehicles had been loaned to Agriculture Departments in the past as Driver Education vehicles.

The State has stopped subsidizing vehicles in schools unless those units are actually being used for Driver Training. This action has resulted in the removal of many vehicles from Agriculture Departments in the State.

Consideration of Supervision to the North Coast Region

Motion: Establish six regions in the State. (E. J. LaSalle)

Motion: Died from lack of second.

Motion: Warren Reed coordinate FFA and CATA activities in the North Coast Region and LaSalle, Gregg, and Beck continue with their present sectional assignments. (Ted Gregg)

Second: Sandy Beck

Motion: Withdrawn with permission of Second.

Motion: A Specialist be assigned to assume full responsibilities of supervising the North Coast Region. (J. L. Biggs)

Second: W. D. Wills

Amendment: Specialist be assigned coordinator of FFA and CATA activities for the remainder of the year. (O. S. Gilbertson)

Second: Ted Gregg

Motion: Table the motion and the Chief will report on the feasibility of such a plan at the June Planning Meeting. (Warren Reed)

Second: Ken Baker

Motion to the Table: Passed

The meeting was adjourned on Thursday, March 8, 1973 at 12:15 p.m. by Mr. Wilson.

Ted Gregg
Secretary

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