

AGRICULTURAL EDUCATION STAFF MEETING ITEMS THAT REQUIRE ACTION

BOB HEUVEL

1. Ensure that the Adult FFA Board is in place.
2. Secure a FFA Financial Officer.
3. Secure a site for the FFA Financial Office.

CHUCK PARKER

1. Work with the State FFA officers in resolving the Dance/Concert issue for the 1998 State FFA Conference.
2. Work with National FFA in mailing out the FFA manuals.
3. Once the new FFA Financial Officer is identified, mail a letter to all sites explaining the new instructional packet registration process.

ALL REGIONAL SUPERVISORS

1. Get names of those individuals to Glen Casey who will be representing their region on the Reinventing Ag. Ed (RAE) Committee.
2. Make copies of the Jerry Biggs application and disseminate it to the chapters to put into their FFA Binder.
3. Get self evaluations to Bob Heuvel.
4. Schedule On-Site Reviews earlier this year.
5. Maintain same regional coverage responsibilities as last year.
6. Make plans to coordinate the Road Shows.

TED GREGG

1. Complete and distribute the revised Agriculture Incentive Grant Check-Off List and Program Certification documents to the State Staff members.

JIM ASCHWANDEN

1. Coordinate the meeting with the State West Crop Protection Association and their involvement in the Sacramento Leadership Conference. Other staff members involved include Tom Munter, Brad Dodson, Chuck Parker and Dennis Hampton.

GREG BEARD

1. Get the Curricular Code updated and mailed in August.

KIM BELLAH

1. Compile a list of all student teaching sites utilized within the last three years, identify whether or not the cooperating teacher or designee had been in attendance and forward this information to State Staff members.
2. Develop a draft Road Show format for the Regional Supervisors to discuss at Summer Conference.

GLEN CASEY

1. Get the RAE Committee in place and operating.

LINDA WHENT

1. Identify the presenters for the New Professionals Conference and contact them far in advance of the conference.
2. Conduct a survey at Summer Conference to determine possible workshops.

FUTURE STATE STAFF AGENDA ACTION ITEMS

1. State FFA Officer Candidate Housing
2. State FFA Conference 1 day Activity Expectations
3. State Finals Computer Tabulations
4. State Finals Contest Fees

CALIFORNIA DEPARTMENT OF EDUCATION
AGRICULTURAL EDUCATION
STAFF MEETING

June 3 - 6, 1997

University of California, Davis

A meeting of the California Department of Agricultural Education State Staff was called to order at 1:30 p.m. by State Supervisor, Bob Heuvel on June 3, 1997.

The following individuals were in attendance: Kim Perry, Lloyd McCabe, Jim Aschwanden, Chuck Parker, Linda Whent, Brad Dodson, Ted Gregg, Dennis Hampton, Flint Freeman, Greg Beard, Ken Harris, Richard Rogers, Bob Heuvel and Art Parham .

The minutes of the previous meeting were approved as typed.

California Department of Education (CDE) Update

Bob Heuvel reported on the following activities.

- Audit process. The California FFA Audit continues with the final report expected next week. An additional audit is beginning on the 1995 and 1996 Sacramento Leadership Experience. Dennis Hampton is involved.
- Professional Development - Agricultural Education has received \$242,000.00 for professional development.
- AB-8 and Carl Perkins Funds - No action has occurred on these topics.
- Division Structure - There is no change involving the Agricultural Education Staff. Home Economics is being returned to the High School (HSD) Division with 5 positions and 1 support staff. Academic Division is being moved to Middle Grade and Professional Development in the HSD.
- FFA Finance Officer - Ellen Calcagno has submitted her letter of resignation. Bob accepted her resignation and wished her the "best." She will remain part-time to assist in the transition through September.
- FFA New Horizons - California FFA will continue to have an insert in the magazine despite exceeding projected costs.

Community College Update

Kim Perry reported on the following activities.

- The Community College is reorganizing again.
- 1997-98 VATEA

\$ 95,000.	KRCC	Professional Development
\$ 50,000.	KRCC	Student Leadership
\$ 12,500.	KRCC	Ag./NR Advisory Committee
\$ 50,000.	MJC	OH Curriculum
- 1995 - 96 CDE Measures (VATEA)
Agriculture > Vocational > Non-Vocational
Technical > Female > Male

Community College Update contd.

- Wage Data

Data was shared showing that Agriculture graduates are the lowest paid employees.

- The Welfare Reform Act will have an impact on California Agricultural Education effecting both the secondary and community college level.

CATA Update

Jim Aschwenden reported on the following activities:

- AB1470 - The Vocational Alliance failed, but expect to see it return as a Senate Bill next year with 11 positions.
- Ag Incentive Grant funds are again in the budget.
- Partnership Academies - There will be no expansion on them.
- CHP Gooseneck Bill - Efforts are still being made to clarify to what extent of the law will be imposed, if any, on agriculture teachers.
- Increased Academic requirements - There are very good chances that there will be an increase in academic requirements in Fine Art and Foreign Language. Math requirements will not be increased as projected and a Career course never got off the shelf.
- Lake Sequoia - The dates are September 26 - 28, 1997 with leadership development as its major emphasis.
- 1997 CATA Winners - Jim distributed the list of individual and program winners to be recognized at the CATA Conference in June.
- 1997 NVATA Conference - The dates are December 9 - 13, 1997 and in Las Vegas.

A break was conducted at 3:25.p.m.

The meeting reconvened at 3:50 p.m. with Glen Casey and Ellen Calcagno now in attendance.

Strategic Plan Report

Bob Heuvel and Glen Casey reported on the progress being made on the Strategic Plan. Each Regional Supervisor is to provide the names of potential presenters to Glen as quickly as possible.

Focus Group Report

Bob Heuvel reported on the positive meeting conducted between members of the Focus Group and Superintendent of Public Instruction, Delaine Eastin. Delaine was receptive to all recommendations and asked for assistance in implementing her gardens into elementary schools. She did not support the community college aspect of the report.

R-2 Summary Report

Chuck Parker disseminated the 1996-97 state-wide R-2 Report. It was recommended that Regional Supervisors be cautious of who receives a copy of this report.

R-2 Summary Report contd.

Much discussion followed regarding the protocol of regional supervisorial assistance while working with Board of Trustees. It was explained that Regional Supervisors are to not provide protection to local programs, but rather convince School Boards to support the Agriculture Incentive Grant. The community, not the Regional Supervisor, needs to come to the rescue of the program.

The meeting was adjourned at 5:25 p.m.

WEDNESDAY, JUNE 4, 1997

The meeting reconvened at 8:55 a.m with Jean Landeen in attendance.

State FFA Leadership Conference Review

- Dance/Concert - Concern was voiced over the dance/concert. Chuck Parker will check with State officers for next years conference.
- Housing -There is a serious problem with the housing arrangements and security at the Holiday Inn. One of the two regions currently housed there will be moved out for the 1998 State Conference. To assist in security, it was understood that every FFA member must answer to any advisor from any region. For 1998, we will have additional rooms available to us at the Marriott and the La Quinta.
- Gala Session - it was agreed to move up the starting time.
- State Officer Candidates - The State Staff will look at allowing State Officer candidates to stay at the Holiday Inn if they wish *or* get picked up by their advisor.
- One Day Activity - Concern was voiced over the inappropriate behavior/dress exhibited by the 1 day participants. It was recommended that if we continue this activity, participants must wear appropriate clothing to possibly include an FFA uniform without the jacket.
- General Conference Program Changes - Much further discussion occurred regarding activities/workshops/meals involved in the 1997 State FFA Conference. Chuck and Lloyd noted specific changes and recommendations for the 1998 State FFA Conference program.

The meeting was adjourned for lunch at 12:25.p.m.

The meeting reconvened at 1:15 p.m. by Chuck Parker.

FFA Award Application - It was agreed there would be no changes to any application and they would be good for the next two years. However, the Regional Supervisors will makes copies of the Jerry Biggs application and distribute it to each of their chapters to be included into their FFA Award Binder.

Chuck Parker distributed the following materials:

- 1997 State FFA Proficiency Award and Scholarship summary
- 1997 - 98 National Proficiency Award List - (No aquaculture)
- Chapter Charters List
- Regional Supervisors Binder
- Program Management Binder
- 1997 - 98 Due Dates

Record Book Revision - Ken Harris moved, Lloyd McCabe second, that we recommend to Bob Heuvel that one teacher per region serve on a committee to evaluate the current FFA Record Book and report to the Advisory Committee. Motion passed by voice vote.

Non-Roster Members/Late Fees - Lloyd McCabe moved, second by Brad Dodson, that any national charge to the state to back date a membership be passed onto the respective chapter. Motion passed by voice vote.

Agenda Items for Board of Directors - Once the Board is formed, the following should serve as agenda items.

- Due Date for membership rosters enforced.
- Implement a late charge for late membership in California

State Record Book Scorecard - Ken Harris moved, Jean Landeen second, that we accept changes to #14 of the Scorecard. Motion passed by voice vote.

National FFA Convention - Ted Gregg will be the State Staff designee in attendance.

Lloyd McCabe distributed the following materials:

- 1997 State FFA Statistical Summary
- 1997 State FFA Financial Report

Ellen Calcagno distributed the 1997 - 98 Regional Treasury Account Reports.

Adult Board - Each Regional Supervisor submitted the name of the individual to serve on the Adult Board.

National FFA Center Pledge - Lloyd McCabe moved, Ken Harris second, that we not pledge any money for the new National FFA Center. Motion passed by voice vote.

Ag. Incentive Grant

Ted Gregg distributed the revised Ag. Incentive Grant On-Site Review document. Chuck Parker moved, Ken Harris second, that participation in a local fair be included in the FFA Activities Check-Off List. Motion failed by voice vote.

Ag. Incentive Grant contd.

Lloyd McCabe moved, Ken Harris second, that participation in a local fair, one local leadership activity and participation in a FFA Judging activity be included in the 1998 - 99 Check-Off list. Voice vote was conducted. Division was called. Motion passed 4 - 3. Lloyd McCabe moved, Brad Dodson second, that we Reconsider the vote. Motion passed 4 - 2. Brad Dodson moved, Ken Harris second, that we utilize the original Check-Off List. Motion passed by voice vote.

Ag. Incentive Grant Documentation -The staff reviewed both the revised On-Site Review Check-Off List, and the Program Certification Document for correct language/terminology consistency. Ted Gregg recorded the changes and will bring the completed documents to the September State Staff meeting.

A break was conducted at 3:40p.m.and the meeting reconvened at 4:03 p.m.

Teaching Opportunities and Placement - Glen Casey indicated that there is a program currently in place designed to help those teachers with credential problems. Regional Supervisors were asked to fax to San Luis Obispo the names of those teachers who need assistance in this area. In addition, we will again experience a significant shortage of agriculture teachers to accept teaching positions this fall.

1997 - 98 Calendar

Chuck Parker walked us through the calendar and recorded dates not already included.

The meeting was adjourned at 5:25 p.m.

THURSDAY, JUNE 5, 1997

The meeting reconvened at 8:40 a.m with Kim Bellah in attendance.

Teacher Educators Report

Glen Casey reported that the Student Teacher Conclave and Cooperating Teacher Conference will be in Sacramento, January 28 - 30, 1998. Much discussion occurred regarding the universities placing student teachers at non-approved sites, and sites where teachers were not participating in the Cooperating Teacher conference. It was moved and second that all interested teachers be allowed to attend the Cooperating Teacher Conference. Motion failed by voice vote. Therefore, only those that are invited will be allowed to participate. Ken Harris recommended that we develop a two tier list of attendees with the first tier identified as DEFINITE, and the remaining tier identified as POTENTIAL and from this list, attendees will be invited. Bob Heuvel indicated that "Harris had a good idea." Kim Bellah will compile a list of all student teaching sites utilized within the last three years and identify whether or not the cooperating teacher or designee had been in attendance.

Ag. Ed State Staff Report

Greg Beard reported on decisions made effecting the California FFA while Ted Gregg reviewed the revised Ag. Incentive Grant Review and Program Certification Documents.

Integrated Leadership Development Program

Brad Dodson announced the 1997-98 Leadership Development schedule.

<u>Activity</u>	<u>Individual(s) Responsible</u>
• 19 Greenhand Conferences -	Dennis Hampton:Registration and Questions Tom Munter: Conference coordinator
• 7 Chapter Officer Lead. Conf.	Dennis Hampton: Financial Aspect Regional Supervisors with \$4,000.
• 6 Made For Excellence (ME)	*National FFA: Presenters/Program Brad Dodson: Oversee Lodging: TBD National FFA has been notified that if there is not an improvement from last year, there will be no need for assistance in the future.
• 4 Advanced Academies	Kim Bellah: will conduct at time of M.E.
•Sacramento Leadership Experience	Dennis Hampton: Financial Aspect 1998 will be limited to 40 participants This activity will be similar to last year, but with additional monetary support from the State Western Crop Protection Association.

Tom Munter, Brad Dodson, Chuck Parker, Dennis Hampton, Jim Aschwanden and a representative of the association are to meet to discuss the involvement of this association in this activity.

FFA Adult Board

The Board is being established and will include a teacher representative from each region, an Ag. Education Advisory Board member, FFA Foundation representative, a Teacher Educator, 2 State Staff members, and the CATA Executive Director.

The meeting was adjourned for lunch at 11:55.p.m.and reconvened at 1:30 p.m.

New Teacher Experience

Regional Supervisors provided input to Linda Whent who recorded the recommendations. Major recommendations included:

- * Classroom Management
- * Parent Relations
- * Ag. Incentive Grant Standards
- * Booster and Advisory Groups

In addition, it was suggested that presenters need to be contacted far in advance and survey available at Summer Conference. New Teachers from Nevada, Oregon, Utah and Arizona will be invited pending space availability.

CATA Conference

Jim Aschwanden reviewed the upcoming CATA Conference while Glen Casey recorded the changes.

Group Photograph

The meeting adjourned briefly for a group photograph.

Early Orders for Instructional Materials

The 1997 - 98 cost is \$8.50 per student which includes:

\$5.00 National Dues	<u>Each chapter will also receive:</u>
\$1.95 State Dues	1 CATA Curricular Code
\$1.05 Packet/Record book (.85)	25 Manuals
.50 Regional Dues	National materials
<u>N/C FFA Membership Card</u>	1 Disk
\$8.50	

Because of Ellen Calcagno's absence from the office, no early orders will be filled. However, Greg Beard will mail the Curricular Code out in August to High Schools, Community Colleges, Teacher Education Sites and Regional Offices. Chuck Parker will request that the National FFA send out FFA Manuals in August. Chuck will send a letter to each program explaining the new enrollment procedure once all the details have been confirmed.

Directory Update/Directory Information

Chuck Parker was requested to include an "Internet" section on the Department Information Form while Gail Simmons is to include an e-mail address in the 1997-98 Directory.

FFA Financial Officer Needs

Ellen Calcagno recommended that the new housing location for the FFA Financial Officer include 1000 sq. ft allowing for 18 pallets of record books with a work table, computer, office furniture, and FAX machine.

State Judging Finals

Greg Beard reported on the following;

- Paul Stark's help was invaluable to the success of the event. Both Bob Flores and Scott Vernon were most beneficial with the computer tabulations. Having Rich Meade on location proved very beneficial in assisting with challenges.
- Agronomy contest only had four teams participate. Partial teams became a big issue in Vegetable Crops, Dairy Cattle and Light Horse judging. To correct this, the contest Advisor will be reminded in advance *and* asked to announce at the line-up that "no partial teams are allowed to participate." If the Agriculture teachers are not happy with this Curricular Code rule, they can change it at the CATA Conference when "General Rules" come up for review.

State Judging Finals contd

- There were no official placing changes following the awards ceremony.
- In a few cases, Cal Poly is experiencing staffing challenges with the willingness of some professors to continue to coordinate a contest. However, the Ag. Ed. Staff ensures that the "contests will continue."
- There is a major concern regarding the current computer program being used. The computer tabulations of large contests did not move smoothly. There are too many steps, the program is not user-friendly and it appears as though we are used as "practice" in improving the current program. The current computer program is somewhat archaic in design and individuals have recommended that we should consider bringing it up-to-date or search out another program.

Ellen Calcagno moved that State Finals direct costs incurred by Cal Poly, SLO and CSU, Fresno, be paid directly by the FFA Association. Motion failed. It was recommended that fees be raised to cover these increased costs.

Ken Harris volunteered to oversee the Meats contest and Lloyd McCabe will oversee the Dairy Cattle contest in 1998.

Glen Casey reminded Regional Supervisors of the need to encourage thank you notes from chapters following State Finals and/or any FFA activity. Sample thank you notes could be located in the *Local Program Success* Tool Kit.

The meeting was adjourned at 5:00 p.m.

FRIDAY, JUNE 6, 1997

The meeting reconvened at 8:40 a.m.

Employee Job Assessment Process

Bob Heuvel distributed the Employee Job Assessment Process and explained that the self evaluations are due to Bob Heuvel, by June 19, 1997. Personal evaluations, with Bob Heuvel, will occur June 24, 1997 at Cal Poly, San Luis Obispo.

"Speaking Point" Development

Bob distributed an event background form in the event Delaine Eastin is to speak at one of your activities.

Travel

We will continue to submit claims for all travel in advance. Bob reminded the staff to keep CATA Conference expense under \$800.00

On-Site Reviews

Bob recommended that we push our On-Site Reviews earlier in the year, preferably before December 15, 1997, so that we can get the 2nd apportionment letters for the Ag. Incentive Grant out on time.

Road Show

Don Borges spoke of the upcoming Road Shows and recommended that one of the rotation workshops allow break-out rooms for those teachers who want to establish Tech Prep programs with the following community colleges:

Butte	Santa Rosa	Bakersfield	Mt. SAC
Shasta	College of Sequoias	Kings River	West Hills
Merced	College of Redwoods	Delta	Yuba
Modesto	Mendocino		

Kim Bellah recommended:

1. Local Program Success (Published by the National FFA)
2. How To Use The Internet
3. Conduct a Follow-Up on the Computerized Record Book.

The Regional Supervisors agreed to conduct the Road Shows with the freedom to incorporate workshops pertinent to their regional membership needs. Kim will develop a draft format for the Regional Supervisors to discuss at Summer Conference.

State Rules For County Fairs

Chuck Parker disseminated copies of the 1997 State Rules For County Fairs to be distributed to the teachers in their region.

California's Agricultural Education Future

Bob Heuvel introduced Lee Ruth, George Gomes, Ross MacDonald and Don Gordon. Discussion occurred on the direction of the Agriculture Network, CF3, and the Focus Group.

Reinventing Ag. Education (RAE)

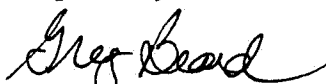
Glen Casey reported on the current status of RAE and indicated that he needed the names of the individuals to serve on the committee. He will get the committee underway.

Regional Supervision

Bob Heuvel indicated that we will continue "doing what we are doing" in regards to coverage of programs during the 1997-98 school year.

The meeting was adjourned at 1:35 p.m.

Respectfully submitted,



Greg Beard
Acting Secretary