

AGRICULTURAL EDUCATION STAFF MEETING ITEMS THAT REQUIRE ACTION

BOB HEUVEL

1. Submit the bill for six issues of the *California FFA News* to the Board of Directors.
2. Complete the proposed 4-H, FFA and Grange agreement regarding Fairs and Shows.
3. Work with the Board of Directors to seek out funds for Regional Interns in the Spring for each Regional Office. \$1500.00 – 2000.00 per office.
4. Ask Larry Crabtree to serve as Superior Region liaison at CATA Conference
5. Look at the feasibility of combining all three conferences.(Co-op, Student Teacher, and New Professionals)
6. Work with Brad Dodson and Chuck Parker to draft language to amend the State FFA Constitution so that the six past State FFA officers are not automatically given a spot on the California National Convention delegate team.
7. Work with Chuck on providing Superior Region meeting coverage at the CATA Conference unless someone is assigned by that date.
8. Work with Chuck in covering the Superior Region Sectional Planning meetings.
9. Secure Lloyd McCabe on the CDE Ag. Ed. Unit.

CHUCK PARKER

1. As directed in the September State Staff meeting minutes, purchase cellular phones for State Staff.
2. Develop a new R-2 Report for block schedule programs.
3. Submit the proposal that “a Work Experience Business Agreement be included for any on-going project” to the Record Book Committee
4. Develop a one page explanation of “how to” from the Fertilizer list to be disseminated for sectional judges.
5. Work with Brad Dodson and Bob Heuvel to draft language to amend the State FFA Constitution so that the six past State FFA officers are not automatically given a spot on the California National Convention delegate team.
6. Oversee the 1998-99 Superior Region Ag. Incentive Grant application process.
7. Work with Bob in providing Superior Region meeting coverage at the CATA Conference unless someone is assigned by that date.
8. Work with Bob in covering the Superior Region Sectional Planning meetings.
9. Place on June State Staff agenda:
 - Certification Check List
 - Computerized Record Book vs. Record Book \$8.50 cost factor
 - FFA Executive Director

ALL REGIONAL SUPERVISORS

1. Submit graduate follow-up samples/surveys to Pius Schueber.
2. Submit monthly Travel Plans to Bob Heuvel ASAP each month to ensure approval and payment.
3. Help Bob in meeting his weekly Friday Managers Report.

JIM ASCHWANDEN

1. Continue working on State CATA Conference.
2. Work with Focus Group committee meetings.
2. Ask Joe Sabol to chair the 20+ Luncheon.

GLEN CASEY

1. Work with Community College Department Heads in Instituting an Early Field Experience (EFE) course in 1998-99 and begin the dialogue for an Introduction to Agricultural Education course.
2. Work with Richard Rogers in presenting a report on what criteria is going to be used to evaluate master teachers at the June State Staff meeting.

RICHARD ROGERS

1. Work with Glen Casey in presenting a report on what criteria is going to be used to evaluate master teachers at the June State Staff meeting.
2. Have CSU, Fresno students at the tables in Salons B and C to give directions to contestants/coaches to their contest sites for the CSU, Fresno State Finals.

LLOYD McCABE

1. Follow up to determine if we are to be involved in a panel for the National FFA State Staff Conference.
2. Work with Ken in reviewing the document prepared by the National FFA regarding "What is an SOE" and develop an approved list for State Staff to review and accept at the June meeting.

KEN HARRIS

1. Work with Lloyd in reviewing the document prepared by the National FFA regarding "What is an SOE" and develop an approved list for State Staff to review and accept at the June meeting.

JEAN LANDEEN

1. Develop a "write-up" for the directory to include Regional Supervisor contacts in the Middle Grade Agriculture Education sites.

BRAD DODSON

1. Work with Chuck Parker and Bob Heuvel to draft language to amend the State FFA Constitution so that the six past State FFA officers are not automatically given a spot on the California National Convention delegate team.

DON BORGES/DICK PIERSMA

1. Develop and disseminate a survey to determine dates and location preferences for a Tech Prep meeting.

ISAAC ROBLES

1. Forward a list of SLE recommendations to Greg Beard.

CALIFORNIA DEPARTMENT OF EDUCATION

AGRICULTURAL EDUCATION STAFF MEETING

February 2-5, 1998 - University of California, Davis

State Supervisor, Bob Heuvel called a meeting of the California Department of Agricultural Education State Staff to order at 1:43 p.m., on February 2, 1998.

The following individuals were in attendance: Lloyd McCabe, Chuck Parker, Brad Dodson, Glen Casey, Kim Perry, Linda Whent, Jim Aschwanden, Eric Zilbert, Greg Beard, Jean Landen, Ken Harris, and Bob Heuvel.

Guests in attendance included Don Borges, Dick Piersma, and 3 Cal Poly, San Luis Obispo Ag. Education students.

The minutes were approved as mailed.

Tech Prep Report - Don Borges

- Posters and brochures will be mailed out soon.
- Articulation workshops at Road Shows went well.
- Recommended that recognition be provided to Tech Prep programs at regional or state level.
- Pius Schueber is working on graduate follow-up and requests that Regional Supervisors send samples.

Tech Prep Report - Dick Piersma

- He recommended that we conduct two workshops to meet the needs of curriculum integration teams. Workshops will be two days in length and one follow-up day after Summer conference.
- He also recommended that we hire a coordinator for the workshops. The Regional Supervisors provided him with a list of potential attendees that will be forwarded to Don Borges.
- It was agreed that a survey would be conducted to determine dates and location preferences.
- Dick Piersma and Don Borges have made themselves available to Teacher Educators and Regional Supervisors for presentations.

Advanced Leadership Academy (ALA) Presentation - Cal Poly, SLO

3 Cal Poly, San Luis Obispo students who were ALA presenters reviewed the "Generation X - Why Not" conference. Following a brief report of the academies, the three presenters provided an oral report of their list of recommendations. Isaac Robles will forward the list to Greg Beard.

A break was conducted at 3:20 p.m. and the meeting reconvened at 3:30p.m.

Community College Update

Kim Perry distributed and explained the following materials:

- History of events pertaining to the Ag. Specialist position in the Chancellors Office as well as financial and staffing cutbacks in Vocational Education in Community Colleges.
- In the interest of preserving all of the records since 1968, Kim Perry has stored them at her home.
- The physical office is being moved again and Kim will be leaving the position in March and will be replaced by an individual with no agriculture experience.
- Once Kim leaves, the individual we will most likely work closely with on Community College issues will be Dave Lopes.

California Department of Education (CDE) Update

Bob Heuvel reported on the following activities:

- There is a significant amount of carry over money for leadership development and California FFA is still receiving a significant portion of the AB8 funds. He foresees next year being a big issue in receiving a large percentage of the funds.
- Travel Plans must be into Bob Heuvel ASAP each month to ensure approval and payment.
- He requests help in meeting his weekly Friday Managers Report. The staff needs to send him *anything* on:
 - Challenge/Standards/Assessment
 - School Restructuring/School Academy
 - Working with Junior Highs and/or Gardens
- Replacement of Ted Gregg's position is a "tight element."
- Reminded the staff to hang in there!

California FFA News – Greg Beard

Greg distributed a list for the Regional Supervisors to submit names of students and teachers that could be included in future issues.

Greg presented the bill for 6 issues of the magazine at \$33,000.

Chuck Parker moved, Lloyd McCabe second, that the Board of Directors continue to provide funds for the *California FFA News*.

SOEP Period – Ken Harris

Ken submitted a proposal for "what is acceptable."

Lloyd McCabe moved, Ken Harris second, that "a minimum of 8,100 minutes (45 minutes @185 days) over and beyond a normal teacher's preparation time qualifies for an SOEP period and a district is not disallowed from paying a teacher for extra time/period after or before school.

After much discussion, motion passed.

R-2 Report

Ken Harris moved, Lloyd McCabe second, that "Chuck Parker develop a new R-2 for Ken Harris to use for block schedule programs. Motion passed.

Lloyd McCabe will just call those schools on block schedule and will compare the process next year.

Meeting adjourned at 6:20 p.m..

TUESDAY, SEPTEMBER 10, 1997

Bob Heuvel called the meeting to order at 9:25 a.m..

Richard Rogers joined the meeting.

4-H, FFA and Grange Agreement – Bob Heuvel

Bob distributed the proposed 4-H, FFA and Grange agreement regarding Fairs and Shows and requested input.

SOEP/Record Book Clarification

It was agreed that:

Time spent in preparing an agriculture speech is not an acceptable SOEP.

An Agri-science Fair project will be recorded as unpaid hours.

Rabbits purchased for breeding are Depreciable Property.

Rabbits raised for breeding are Non-Depreciable Property.

Ken Harris moved that "we recommend to the Record Book Committee that we have a Work Experience Business Agreement for any on-going project. Motion was second and passed.

Lloyd and Ken will review the document prepared by the National FFA regarding "What is an SOE" and develop an approved list for State Staff to review and accept at the June meeting. Once approved, we will distribute to the local programs.

A break was conducted at 10:28 a.m. and the meeting reconvened at 10:46 a.m..

Applications

Chuck Parker distributed the following:

Record Book Task Force Recommendations

National Proficiency Award Worksheet

American FFA Degree Worksheet/Workshop Materials

State FFA Degree Application

It was moved and second to accept the proposed consolidation of the application and elimination of Option 3.

Regional Office Interns

It was recommended to the Board of Directors to seek out funds for Regional Interns in the Spring for each Regional Office. \$1500.00 – 2000.00 per office.

National FFA Center Brick

Lloyd McCabe moved to accept the State FFA Officer proposal for a brick at the National FFA Center. Motion was second and passed.

Ted Gregg's Retirement Dinner

Jean made the final plans for the evenings activities.

The meeting recessed for lunch at 12:04 and reconvened at 1:15 p.m..

CATA Update

Jim Aschwanden reported on the following activities:

- Ag Network Committee meetings are underway with Agriculture teacher representation. Next general committee meeting date is February 24, 1998. After this date, we can expect the frequency of meetings to increase.
- CHP Gooseneck Bill - Efforts are being made with Senator Monteith's office to rectify the situation.
- Government Budget Proposal.
- In depth look at the National FFA Scholarship Rating process.
- California Fertilizer Resource List – All contacts are to go through Jennifer Lombardi, Director of Communications. Chuck Parker will develop a 1 page explanation of "how to disseminate for sectional judges."
- 1998 NVATA Award applications.
- 1998 CATA Conference – We walked through the schedule and Jim recorded the recommendations for consultants. Bob will ask Larry Crabtree to serve as liaison at CATA Conference. Jim will ask Joe Sabol to chair the 20+ Luncheon. The retired teachers are invited to attend the luncheon for free.

We broke into State Staff and Teacher Educator group meetings at 3:18 p.m..

State Reports

Chuck distributed the following materials:

- Membership Comparisons
- Regional R-2 Reports

National Convention Delegates

It was moved, second and passed that "Brad Dodson, Chuck Parker and Bob Heuvel draft language to amend the State FFA Constitution so that the 6 past State FFA officers are not automatically given a spot on the California National Convention delegate team. Motion passed unanimously.

Teacher Educator Committee Report – Glen Casey

Action items from the last State Staff meeting:

- Richard distributed the basic requirements for the Ag. Specialist credential.
- Dennis submitted the criteria for Designated Subject credential to Lloyd McCabe.
- Flint outlined the general requirements to complete the Single Subject Agriculture and Ag. Specialist credential for out of state teachers. (Enclosed)
- Cal Poly, SLO will offer a “program management” course during the 3 week summer session to help teachers progress toward an Ag. Specialist credential.

Community College Role in Teacher Education:

It was agreed to establish a dialogue with key Community College Department Heads to:

- Institute an Early Field Experience (EFE) course in 1998-99.
 - Meet with key Community College Department Heads at Summer Conference.
 - Determine resources for training of instructors and curriculum development.
 - Discuss seminar topics, site selection, etc.,
 - Glen Casey will coordinate the 5 university criteria for EFE and report back at June State Staff meeting.
- The issue of an “Introduction to Ag. Ed” course is much more complex, but dialogue will continue.

Cooperating Teacher Workshop Evaluations will be mailed out. (Enclosed)

Recommendations for 98-99 CDE Preservice/Inservice:

- Research Academy/School Structure – Assessment
- Preservice support for articulation
- ATAC
- Student Teacher & Co-op Teacher Workshops
- Student Teacher reimbursement for Summer Conference
- Interns for Regional Supervisors
- Road Show Topics
 - Using a “Land Lab”

The meeting adjourned at 5:15 p.m. Ted Gregg’s Retirement dinner followed.

WEDNESDAY, SEPTEMBER 4, 1998

Bob Heuvel called the meeting to order at 9:10 a.m..

Flint Freeman joined the meeting.

Bob Heuvel commended Jean Landeen for her efforts in coordinating Ted Gregg's retirement dinner.

Superior Region FFA Jacket

Bob will speak with Superior Region FFA President, John Paasch, indicating that: "LGT" embroidered on the jacket is not appropriate or acceptable use of the jacket. State and Regional Officers are not to attend the Retirement party in uniform and if they do, it is recommended that they attend with their parents.

Bob has already spoke with Ted Gregg regarding these above matters.

Professional Development

Cooperating Teacher and Student Teacher Conference.

- Glen Casey and Richard Rogers will present a report on what criteria is going to be used to evaluate master teachers at the June State Staff meeting.
- New Professionals evaluations indicated the conference was very beneficial.
- Issue raised? If the school district pays for attendance, no college credit given.
If the participant pays for attendance, credit can be given.
Remember: This is a district problem, not ours!
- Bob will look at feasibility of having all 3 conferences, (Co-op, Student Teacher, and New Professionals) together.
- Suggested 1998-99 dates: Thursday – Friday, January 28 – 29, 1999
State Staff – January 25 – 27, 1999
- To accommodate the above dates, the State FFA Degree deadline will be moved back.
- All information regarding this combined conference will come from one location.

We recessed for lunch.

Road Show

Lloyd McCabe commended Kim Bellah for her efforts on the organization of these workshops. Each Regional Supervisor reported on successes and "areas to improve upon" regarding their respective Road Shows.

Middle Grade Agriculture Instruction

Jean disseminated a packet that is mailed out to schools requesting middle grade instruction and school gardens.

Ken Harris moved that the Department of Education Unit and Jean Landeen develop a "write-up" for the directory to include Regional Supervisor contacts. Motion was second and passed.

State Finals

The State FFA Office (Chuck Parker) will write the test for the Farm Management Contest and Chuck will ask Modesto Junior College to put the contest on at the State FFA Finals at Cal Poly, San Luis Obispo. He will need 3 rooms and 3 proctors. Greg updated the State Finals Responsibilities List.

Ken Harris moved, Jean Landeen second, that "each school be charged \$10.00 per Agri Science Fair team." Motion passed.

Greenhand Conference

Chuck distributed the participation report to include those who still need to pay. We are still waiting for the evaluations from Tom Munter's office. It was recommended that Chuck Parker request that Tom be more conscious/aware of the school attendance of the Greenhand Conference presenters. Dennis Hampton commended Nick Garcia for his collection of debts and organization efforts.

Projected Teaching 1998 – 99 Opportunities

<u>Openings</u>		<u>Community College Positions</u>	
Central	7	Merced	3
North Coast	4	Reedley	1
San Joaquin	10	College of Sequoias	1
South Coast	10	Bakersfield	<u>1</u>
Southern	<u>25</u>	<i>Total</i>	6
<i>Total</i>	56		

<u>University</u>	<u># of Candidates</u>	<u>Looking</u>	<u>Interns</u>
Chico	5	3	3
Fresno	8	6	0
Davis	6	4	1
Pomona	6	4	3
San Luis Obispo	<u>25</u>	<u>21</u>	<u>0</u>
<i>Total</i>	50	38	7

It appears we will be short 20 –30 teachers for 1998 – 99.

State FFA Conference

Chuck reviewed the 1998 State FFA Conference schedule and responsibilities.

We will follow the same procedure as last year for Creed, Job Interview, Extemporaneous and Prepared Public Speaking Preliminaries. Richard Rogers will have students at the tables in Salons B and C to give directions to contestants and coaches to their contest sites in the Conference Center.

Chuck was commended for his prior preparation on the 1998 State FFA Conference.

Lloyd McCabe passed out the "FFA Advisor Scripts" and "Instructions" to be distributed to Regional winners for the State Prepared Public Speaking Finals.

State Staffing

Chuck Parker moved that "Bob Heuvel secure Lloyd McCabe on the CDE Ag. Ed. Unit." Motion was second. Table was moved, but died due to a lack of a second. Motion passed.

State FFA Reports/Applications/Constitution Changes

Ken Harris moved, Lloyd McCabe second, that we accept the proposed Placement and Entrepreneurship Proficiency Award Score cards. Motion passed.

Chuck Parker distributed the National FFA Convention and Post Trip evaluation summary results.

Greg Beard moved that "2 voting delegates be required from each chapter to attend *and* vote at the State FFA convention." Motion died for a lack of second because the losers were scared to support it.

Ag. Incentive Grant Check-Off List/Certification List

Lloyd McCabe moved, second by Ken Harris, to adopt the proposed Ag. Incentive Check- Off list as amended. Motion passed.

We will return to the Certification List.

Sacramento Leadership Experience (SLE)

Lloyd McCabe moved, Brad Dodson second, to host 2 SLE's next year. Motion passed.

Meeting adjourned at 6:20 p.m.

THURSDAY, FEBRUARY 5, 1998

CDE Updates

Bob reminded the staff of the following dates for meetings in Sacramento:

March 3, 1998

March 10, 1998 - We will discuss the modification of the State FFA Degree vs. the State FFA Constitution

Bob also passed out the Performance Evaluation Review process results.

Bob announced that Leslie Fausset will replace Ruth McKenna as Chief Deputy Superintendent.

Student Recertification

Bob brought the staff up-to-date on the status of Justin White's request to be recertified so that he is eligible to compete in the Parliamentary Procedure contest. Bob has denied the request. The father has pursued it and it now will moved onto the CATA Executive Director. We can expect no change from the initial ruling.

Regional Alignment

It was agreed we will forward our current geographic regional outline to the Focus Group Committee.

Superior Region Coverage

- Janet will continue to manage the office operations.
- Chuck Parker will oversee the 98-99 Ag. Incentive Grant with Janet's assistance.
- Bob and Chuck will provide Regional meeting coverage at the CATA Conference unless someone is assigned by that date.
- Both Bob and/or Chuck will cover the Sectional Planning meetings.
- Bob indicated Ted's position is on the "replacement list" by the CDE.

Central Region Coverage

Jean will supervise the Regional meetings and oversee the development of the calendar.

Regional Supervisors Handbook

Lloyd McCabe distributed the Regional Supervisors Handbook that he compiled.

FFA Executive Director

Postponed until June Meeting.

National State Staff Conference

California has been requested to serve on a panel. If we are going to do so, the following will be the California representatives:

Visitation/Advisory Committees – Ken Harris

Standards – Lloyd McCabe

Certification – Greg Beard

Lloyd McCabe will follow up to determine if we are to be involved in the above activity.

The meeting was adjourned at 10:45 p.m..

Respectfully submitted,



Greg Beard
Acting Secretary