

**CDE Ag Education Unit Staff Meeting  
Modesto, Calif.  
January 30 – February 2, 2001**

Meeting was called to order at 10:15 am. In attendance was: Greg Beard, Chuck Parker, Jean Landeen, Jack Havens, Ken Harris, Bob Heuvel, Lloyd McCabe, Jeanette Sturzen, and Art Parham.

Agenda was reviewed and revised.

Motion to appoint new secretary died due to lack of second.

**AIG Review Document Revision**

MSP to replace 3 years with two years under item 5D and automatically lower the number of years each year.

MSP to add to 1D the word "internet".

Lloyd will revise the document as agreed to.

MSF to delete ½ time from in-service activities document.

Note: revise Student Data form to eliminate teacher and room from the form and post on website.

Bob Heuvel to talk to Angie about up to date reports of FFA affiliation.

Agreed that those who had not submitted FFA Roster by Feb. 1 will lose 10 percent. Chuck Parker will notify of any deduction.

Note – AIG Grant application needs to change Supervision ratio to 75:1

Adjourned for Lunch at 1:50 pm

Reconvened at 3:00 pm

For next year, schools will be allowed the option of using the on line input of R2 form.

Ag. Educators are to provide to CDE staff a list of authorizing credentials for R-2 form.

**Credential Letter**

Sample letters for those teachers needing to seek authorizing credential were submitted by Jack Havens. Staff agreed we all would use this letter and send them out. Havens is to email sample letter to CDE staff.

**Leadership Packet**

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MSP if a school can prove to the satisfaction of the Regional Supervisor that all students are using the computerized record book that they could get a reduced rate off the affiliation fee.

**ROLC**

Dates of the 2001 ROLC are July 16 –20. ROLC may start Monday evening and end Thursday evening. Staff showed an interest to have time Monday evening for Region teams to work and, if we conclude on Thursday, that we end soon enough Thursday afternoon to allow for long distance travel.

Adjourned 6:30 pm

Reconvened 9:10 am. Joined throughout the morning by Rosemary Vernon, Don Borges, Rich Engel, Glen Casey, and Kim Bellah throughout the morning.

**Core Curriculum Update**

Rosemary Vernon presented the revision of the lesson plans for the Core curriculum. Question was asked whether to put all the "Need to Know and Nice to Know" in the binder and/or website. Answer was yes, put it all there. Will be distributed on CD and Website. Concern expressed on the lack of "Need to Know" in the Plant Science and OH standards.

Provided list of possible reviewers of advanced clusters to Rosemary.

**Tech Prep**

Don Borges reported Ag. Tech Prep will come to an end in March. Distribution of Tech Prep material discussed. Will provide three posters with tubes to each school. Merced College will probably get a Tech prep agreement with a narrowly focused project.

**2001 State Leadership Conference**

Chuck Parker passed out the following handouts

- Conference Organizational Chart
- Duty Statements
- Tentative Program
- Delegate Seating
- Delegate Committee Operation
- Interview Layout/Interview Assignments

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- Assistance Request
- Amendment Proposals

**UC Davis Report**

Rich Engel reported that 16 applications were received. He handed out the status report of the process for hiring.

UC Davis Field Day is set. Rich Engel is the contact person.  
He also gave an update on the FFA Center proposal.

**Fresno State Report**

Art Parham reported the applications are in, screening was occurring, and interviews would be set soon. Hoped to have someone on board this summer. Steve Rocca has been hired in a lecturer position.

**State Finals/Curricular Code cleanups**

Extemporaneous scorecard left out of Code. Same as last year. Copy distributed.  
Job Interview- submit Letter of Introduction and Resume not a "Letter of Reference" as stated in Code. Forestry does not include a "Tree Plan"

Job Interview – Next staff meeting – visit the issue how specific to make the job description.

**California FFA Association Constitution Amendment – Staff Positions**

MSP to approve Proposal #1

MSP to Strike out "Star in Agriscience" from Proposal #2

MSP to approve Proposal #2 as amended.

MSF to approve Proposal #3.

MSP to take "No Position " on Proposal #3.

MSP to approve Proposal #4

MSP to approve Proposal #5 with clarifying language that "one FFA pin only" is the intent.

MSP to approve Proposal #6

Adjourned for lunch, reconvened at 2:20 pm. Joined by Brad Dodson.

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**State Finals Medals**

MSP to request the State FFA Foundation provide each First Place team member in State Finals contests with a medal.

Note – Greg and Bob – Research if any three team member judging teams changing to four members.

**In-service Report –Kim Bellah**

MSP that in order to attend the Cooperating Teacher/Student Teacher conclave they must be recommended by the Teaching Institutions or Regional Supervisor.

**State Finals at CPSLO**

Greg Beard reviewed the State Finals at San Luis Obispo. Assignments to be distributed, but will be very similar to last year.

**Parliamentary Procedure Guidelines**

Recommendations from ad hoc committee will be posted on the website. Will include a sample set of minutes and scorecard. Eight issues addressed by committee will be posted on website.

Lloyd will send out Section topics and tests.

Break

**Budget Priorities**

Order of Priority from top to bottom;

1. Website
2. Pre-service/University Extended Contracts
3. Computerized Record Book
4. Student Teacher Conclave
5. New Professional/Leadership Institute
6. Assessment
7. Curriculum Revisions
8. Student Assistants/ Regional Supervisors  
tie New Horizon Insert
10. Student assistant (Contract)  
tie Roadshow

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tie Community Based Program Planning  
13. Teacher Directory

Received no votes: ALA, ATAC, Program Certification, Summer Conference, and Placement Letter.

Items not in the vote: Clerical/Benefits, Travel, Indirect Costs, In-service Coordinator, Supplies.

Adjourned at 6:30 pm till 8:30 pm

Chuck Parker distributed AIG summaries 99-2000 and final adjustments summary.

Lloyd McCabe distributed:

- ACE Test Letter to Superintendents
- ACE Test Summary Report
- Ag. Enrollment in High Schools, Community Colleges, and Universities.
- API scores

Ken Harris distributed a Program Certification Proposal.

Adjourned at 9:40 pm

Feb 1 convened at 8:25 am

**National FFA Relationship**

We will be hosting Anna Melodia from National FFA office during State FFA Conference.

National Convention Site Selection input will be solicited online.

**Specialized Grants**

Each Region Supervisor selected and turned in top 2 to be funded. Appears that 6 others will be funded. Bob Heuvel and Chuck Parker to review and select from remaining applications.

**CATA Executive Director Report – Jim Aschwanden**

Reviewed State CATA Summer Conference schedule and assignments.

Foundation Report – several sponsors have dropped sponsorships, due to lack of thank you letters and communication.

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**Thank you letters will be required of all State Proficiency finalists and CDE events or they will not compete.**

Legislation – Several spot bills have been introduced. One deals with UC/CSU course acceptance. Another seeks approval of Career Tech Education Standards.

Vocational Education is one of five top priorities of both Senate and Assembly Education committees.

Feb. 20 hearing will include a piece devoted to Ag. Education

March 16 – Joint Senate/Assembly Agriculture Committee having an “Ag Summit” in Fresno. We need to have a presence to hit hard the Ag Education issues.

Meeting adjourned

Afternoon session had discussions of ALA, SLE, Greenhand Conferences, need to cut State FFA Budget, State FFA Conference housing, State Degree presentation at Regional or state level.

Friday, Feb. 2 Convened at 9:25.

Lengthy discussion held on possible delivery of Greenhand conferences by State FFA officers.

Meeting adjourned at 11:20 pm.

Respectfully submitted,

Jack Havens

**AGRICULTURAL EDUCATION STAFF MEETING  
ITEMS THAT REQUIRE ACTION**

**February 2, 2001**

**Chuck Parker**

1. Notify of those who will lose additional 10 percent due to FFA affiliation

**Ken Harris**

**Jack Havens**

1. Revised Credentialing letter to all Region supervisors

**Greg Beard**

1. Research if any three team member contests changing to four team members.

**Lloyd McCabe**

1. Revise AIG Review document
2. Revise Student Data form to exclude teacher and room number
3. Send out Section Parliamentary Procedure topics and tests.

**Art Parham**

1. Provide list of authorizing credentials to State Staff

**Glen Casey**

1. Provide list of authorizing credentials to State Staff

**Brad Dodson**

1. Provide list of authorizing credentials to State Staff

**Flint Freeman**

1. Provide list of authorizing credentials to State Staff

**Bob Heuvel**

1. Talk to Angie about up to date FFA affiliation reports.
2. Research if any three team member contests changing to four team members.
3. Post Parliamentary Procedure information on website.