

APPENDIX

Illinois Association FFA Constitution and ByLaws

Article I Name

The name of the organization shall be the Illinois Association FFA. Local chapters may officially use the letters "FFA" and/or the words "Future Farmers of America" to designate the organization, its units and/or its members.

Article II Objectives of the Association

The objectives of the organization shall be consistent with Section 3 of the organization's federal charter, Public Law 105-225 (formerly Public Law 81-740). The organization shall cooperate with national and state government agencies and officials for vocational education in accomplishing the following objectives.

1. To be an integral part of the organized instructional programs in agricultural education which prepare students for a wide range of careers in agriculture, agribusiness and other agriculture-related occupation.
2. To strengthen the confidence of students in themselves and in their work by developing desirable work habits and the effective usage of their time; by learning to assume responsibility; and by developing competencies in communications, human relations and other social abilities leading to the intelligent choice of a career and successful employment or entrepreneurship in the agricultural industry.
3. To provide agriculture-related programs and activities which will develop pride, responsibility, leadership, character, scholarship, citizenship, patriotism and thrift, and which will improve the economic, environmental, recreational and human resources of the community.
4. To encourage and recognize achievements in supervised agricultural experience programs, scholarship, leadership and other individual and group activities by providing awards to deserving members and chapters.

Article III Organization

Section A. The Illinois Association FFA is the State organization of, by and for students enrolled in agricultural education programs. It shall consist of a chartered State Association composed of local chapters. More than one chapter may be chartered in a school when deemed appropriate by the state governing body.

Section B. Chapters of the Illinois Association FFA shall be chartered only in such schools where recognized systematic instruction in agricultural education is offered under the provisions of federal vocational education legislation. Such chapters shall operate as an integral part of the instructional program of agricultural education.

Schools with large enrollments and/or multiple programs in agricultural education may establish subsidiary chapters of the parent chapter. Each subsidiary chapter shall be organized and operated in accordance with all the provisions of the national, state and local constitutions. Subsidiary chapters shall be coordinated by the officers and advisors of the parent chapter.

Section C. Collegiate chapters may be chartered by the State Association in two or four-year post secondary institutions where agricultural courses are taught. Each chartered collegiate chapter may adopt a constitution, which shall not conflict with that of the National Organization and the Illinois Association, elect officers and establish a Program of Activities.

Collegiate chapters shall pay State and National FFA Organization dues.

Article IV Procedures for Determining Standing of Local Chapters

Section A. A chapter shall be in good standing with the state association when the following conditions are met:

1. All annual state and national dues have been paid by November 1 to the Illinois Association and all additional members following November 1 are added to the roster prior to May 15.
2. All reports have been submitted as requested by the Illinois Association.
3. Provisions of the chapter constitution do not conflict with the Illinois or National FFA Constitutions and chapter activities are in harmony with the ideals and purposes of the National FFA Organization.

Section B. The governing body of the Illinois Association FFA shall have the power to suspend the charter of any chapter which violates the Illinois or National FFA Constitution and ByLaws. A report on all suspensions shall be presented to the delegates at the next succeeding state convention. In the event a chapter is not in good standing with the Illinois Association at the time of the opening of the state convention, the delegates in session at that state convention shall have the power, upon recommendation of the Illinois Association governing body, to withdraw the charter and refuse such chapter official representation at

the state convention. When such action is taken, the chapter in question and members thereof shall be denied the privileges of membership in the Illinois Association. Upon meeting the requirements for good standing, a chapter may be reinstated by action of the Illinois Association governing body.

- Section C. In the event a local department of agricultural education is discontinued, its chartered FFA chapter may officially operate for a period not to exceed three years (36 months) from the date of discontinuance, provided proper supervision is given by a person having the approval of the local school administrator and the State FFA Advisor. The chapter's charter must be surrendered to the Illinois FFA Executive Secretary at the end of the three year period if a local department of agricultural education is not in operation in the school at that time.

Article V Membership

- Section A. Membership in the Illinois Association FFA shall be of four kinds: active, alumni, collegiate and honorary.

Section B. Active Membership

To be eligible for active membership in a chartered FFA chapter, a student must be enrolled in a secondary agricultural education program. Illinois Association considers "secondary agricultural education programs" to be grades 7 – 12.

To become an active member and retain membership, a student must:

1. While in school, be enrolled in at least one agricultural education course during the school year and/or follow a planned course of study; either course must include a supervised agricultural experience program. 7th and 8th grade agricultural education courses must include an introductory supervised agricultural experience program, the objective of which is preparation for an agricultural career.
2. Show an interest in the affairs of the organization by attending meetings, striving for degrees of membership and participating in other organized activities of the chapter.
3. Pay all current state and national dues by the date determined by the chapter.
4. Display conduct consistent with the ideals and purposes of the State and National FFA Organizations.

A member may retain active membership until November 30, following the fourth National FFA Convention after graduation from high school.

A member who is in good standing at the time of induction into the armed forces of the United States of America or into the FFA International program, shall be in good standing during that period of time without further payment of dues or attendance at meetings. Time spent in the armed forces or FFA International program shall not be considered as elapsed time in determining the maximum period of four conventions following graduation from high school or leaving high school. Members making use of this waiver of time for the purpose of maintaining active membership for application for advanced degrees, must resume active participation within six months after having been honorably discharged from military service or completing their FFA International program, indicating such a desire by payment of dues and attendance at meetings. Members participating in the six months' armed services program or participating in the FFA International program for six months, shall be eligible for one full year of extended membership. No individual, however, may retain active membership beyond their twenty-third birthday.

Section C. Alumni Membership

Membership shall be open to former active members, collegiate and honorary members, present and former professional agricultural educators, parents of FFA members and others interested in and supportive of the FFA.

Section D. Collegiate Membership

Collegiate membership shall be open to students who are enrolled in agricultural courses or who are pursuing career objectives in the industry of agriculture or have an interest in the future welfare of the agriculture industry at a two or four-year post-secondary institution having a collegiate FFA chapter.

Section E. Honorary Membership

Farmers, school superintendents, principals, members of boards of education, chapter advisors, teachers, staff members in agricultural education, business people and others who are helping to

advance agricultural education and the FFA and who have rendered outstanding service, may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention.

Honorary membership shall be limited to the Honorary Chapter FFA Degree in the local chapter, and the Honorary State FFA Degree in the Illinois Association FFA.

Article VI Degrees and Privileges of Active Membership

Section A. There shall be five degrees of active membership based on individual achievement. These are the Discovery FFA Degree, the Greenhand FFA Degree, the Chapter FFA Degree, the State FFA Degree and the American FFA Degree. The National Organization shall set the minimum qualifications for each degree.

Section B. Discovery FFA Degree

To be eligible to receive the Discovery Degree from the chapter, the member must meet the following requirements.

1. Be enrolled in agricultural education class for at least a portion of the school year while in grades 7-8.
2. Have become a dues paying member of the FFA at the local, state and national levels.
3. Participate in at least one local FFA chapter activity outside of scheduled class time.
4. Have knowledge of agriculturally related careers and entrepreneurial opportunities.
5. Be familiar with the local FFA chapter program of activities and submit written applications for the degree.
6. This degree need not be attained for a member to receive the Greenhand, Chapter, State or American FFA Degree.

Section C. Greenhand FFA Degree

To be eligible to receive the Greenhand FFA Degree from the chapter, the member must meet the following minimum qualifications:

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the FFA Creed, Motto and Salute.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate a knowledge of the FFA Code of Ethics and the proper use of the FFA Jacket.
5. Demonstrate a knowledge of the history of the organization, the chapter constitution and bylaws and the chapter Program of Activities.
6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit written application for the Greenhand FFA Degree.

Section D. Chapter FFA Degree

To be eligible to receive the Chapter FFA Degree from the chapter, the member must meet the following minimum qualifications:

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an agricultural education course.
3. Have participated in the planning and conducting of at least three official functions in the chapter Program of Activities.
4. A student after entering Agricultural Education must have earned and productively invested at least \$150 by the member's own efforts or worked at least forty-five hours in excess of scheduled class time and have developed plans for continued growth and improvement in a supervised agricultural experience program.
5. Have effectively led a group discussion for fifteen minutes.
6. Have demonstrated five procedures of parliamentary law.
7. Show progress toward individual achievement in the FFA award programs.
8. Have a satisfactory scholastic record.
9. Submit a written application for the Chapter FFA Degree.
10. Have participated in at least 10 hours of community service activities that are not a part of the member's supervised agricultural experience hours and are in addition to the hours required in Article VI, Section D, Item 4.

Section E. State FFA Degree

To be eligible to receive the State FFA Degree from the Illinois Association, the member must meet the following minimum qualifications:

1. Have received the Chapter FFA Degree.
2. Have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.
3. While in school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
4. A student after entering Agricultural Education must have earned at least \$1,500 or worked at least 750 hours in excess of scheduled class time in a supervised agricultural experience program.
5. A student after entering Agricultural Education must have productively invested at least \$1,000.
6. Demonstrate leadership ability by:
 - a. Performing ten procedures of parliamentary law.
 - b. Giving a six-minute speech on a topic relating to agriculture or the FFA.
 - c. Serving as an officer, committee chairperson or participating member of a chapter committee.
7. Have participated in the planning and completion of the chapter Program of Activities.
8. Have participated in at least five different FFA activities above the chapter level.
9. The member's local chapter must certify that it has held not less than twelve (12) meetings during the preceding twelve (12) month period.
10. Be in the upper 40 percent of the class in scholarship or have an average of a 3.5 on a 5.0 scale or 2.5 on a 4.0 scale in all school subjects during the entire period of application for the State FFA Degree. (Only option eligible is the point system used by the student's school)
11. Have participated in at least 25 hours of community service activities that are not a part of the member's supervised agricultural experience hours and are in addition to the hours required in Article VI, Section E, Item 4

Section F. American FFA Degree

To be eligible to receive the American FFA Degree from the National FFA Organization, the member must meet the following minimum qualifications:

1. Have received the State FFA Degree, have been an active member for the past three years (36 months) and have a record of satisfactory participation in the activities on the chapter and state levels.
2. Have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in an agricultural education program or have completed the program of agricultural education offered in the school last attended.
3. Have graduated from high school at least twelve (12) months prior to the national convention at which the degree is to be granted.
4. Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience program through which a member has exhibited comprehensive planning, managerial and financial expertise.
5. A student after entering Agricultural Education must have earned and productively invested at least \$10,000 or have earned and productively invested at least \$2,000 and worked 2,250 hours in excess of scheduled class time. Any combination of hours times \$3.56 plus dollars must be equal to or greater than the number 9,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
6. Have a record of outstanding leadership abilities, have participated in at least 50 additional, unduplicated hours of community service activities, within at least three different community service activities, and have achieved a high school scholastic record equivalent to the State FFA Degree as certified by the principal or superintendent.

Article VII Procedure for Selecting State and American FFA Degree Recipients

Section A. Selection of State FFA Degree Recipients

1. Applications must be submitted on the official form provided by the Illinois Association FFA.
2. A candidate's completed State FFA Degree application and the records of their supervised agricultural experience program, verified by the local advisor shall be submitted to the Section FFA Degree Committee by the local chapter's governing committee.

3. The Section FFA Degree Committee shall be composed of the Section IAVAT representative, who will serve as committee chair; the Section FFA President and at least three additional persons. All committee members, including the chair, shall have a vote.
4. The Section FFA Degree Committee will review the applications and records of the State Degree applicants and interview each candidate.
5. The Section FFA Degree Committee will prepare a list of qualified State FFA Degree candidates and submit the list of candidates and their State FFA degree applications to the Illinois FFA Executive Secretary on or before March 1, prior to the state convention at which the degree is to be received.
6. The State FFA Officer and the State FFA Executive Secretary will review the State FFA Degree applications submitted by the twenty-five Section FFA Degree Committees and recommend those candidates meeting the minimum qualifications. Final approval of the candidates shall be given by the delegates present at the State FFA Convention.

Section B **Selection of American FFA Degree Recipients**

1. Applications for the degree must be approved by the state advisor or representative(s) thereof and be received by the national organization not later than midnight of June 30, or show by postmark or other reliable evidence, to have been mailed to the national organization on or before June 15, prior to the national convention at which the degree is to be received.
2. Applications must be submitted on the official form provided by the National FFA Organization.
3. The National FFA Board of Directors shall review the American FFA Degree applications and recommend those candidates meeting the minimum qualifications. Final approval of the candidates shall be given by the delegates present at the National FFA Convention.

Article VIII. Emblem

Section A. The official emblem of the National FFA Organization shall include five symbols, namely: the plow, representing labor and tillage of the soil; the owl, representing wisdom; the rising sun, representing progress; a cross-section of an ear of corn, representing common agricultural interests; and an American eagle surmounting the cross-section of the ear of corn, representing the national scope of the organization. The emblem shall also include the letters "FFA" and the words "Agricultural Education".

Section B. Emblems shall be uniform throughout the Illinois Association and recognized units thereof. All members are entitled to display the emblem.

Section C. Discovery FFA Degree recipients shall be entitled to wear the official FFA Discovery Degree emblem pin; Greenhand FFA Degree recipients shall be entitled to wear the official bronze emblem pin; Chapter FFA Degree recipients shall be entitled to wear the official silver emblem pin; State FFA Degree recipients shall be entitled to wear the official gold emblem charm.

Section D. Honorary Chapter FFA Degree recipients shall be entitled to wear either the official silver or gold emblem pin; Honorary State FFA Degree recipients shall be entitled to wear the official gold emblem charm.

Section E. Collegiate FFA Chapter members and FFA advisors shall be entitled to wear the official gold owl pin.

Article IX. Officers

Section A. The officers of the Illinois Association FFA shall be as follows: President, Vice President, Presidents in charge of Sections, Secretary, Treasurer, Reporter, Executive Secretary, Associate Executive Secretary and Advisor.

The Executive Committee shall be composed of the President, Vice President, Secretary, Treasurer, Reporter, Executive Secretary, Advisor and five Directors chosen from among the Presidents in charge of Sections.

The Executive Secretary and Associate Executive of the FFA shall be subject to the approval of the Illinois FFA Board of Directors.

The major FFA officers are the President, Vice President, Secretary, Treasurer and Reporter who shall be elected annually by majority vote of the delegates present at a regular State Convention of the Illinois Association FFA.

A President shall be elected annually for each of the administrative sections of the State by majority vote of the delegates present from that section at the Section Officer elections. All elections are to occur prior to the last day of the State FFA Convention. As soon as convenient following their election, these Presidents shall meet in District groups as follows:

District I	Sections 1-5
District II	Sections 6-10
District III	Sections 11-15
District IV	Sections 16-20
District V	Sections 21-25

Each District group shall choose one of its five Sectional Presidents to act as Director on the State Executive Committee.

- Section B. Sectional Officers shall consist of the President for that section who is designated as Sectional President; a Sectional Reporter; and a Sectional Advisor. Each section may also elect a Sectional Vice President; Sectional Secretary; Sectional Treasurer and Sectional Sentinel if they desire.
- Section C. Chapter officers shall consist of a President, Vice President, Secretary, Treasurer, Reporter, Sentinel and Advisor. The local teacher of agricultural education shall assume the responsibilities of local advisor. Officers of the local chapter shall be elected annually or semiannually at a regular meeting of the local chapter. Officers in a local chapter must not rank lower than the Chapter FFA Degree after the chapter has been established for one year.
- Section D. Honorary members shall not vote nor shall they hold any office except that of Advisor in the local chapter, that of Executive Secretary and Advisor in the State Association.
- Section E. No state officer may be elected a second time to the same office. Only those individuals who have served as a Section President or another major state officer position may run for the office of State President. All state FFA officers must have attained the State FFA Degree.

Article X Meetings and Conventions

- Section A. Except in the extreme case of emergency, the Illinois State FFA Convention shall be held annually in June at a time and place to be determined by the State Executive Committee.
- Section B. Local Chapters shall hold their meetings monthly or more often throughout the calendar year and at such time and place as may be decided by the Executive Committee of the local chapter.
- Section C. Each local chapter shall be entitled to send two delegates from the active membership to the State FFA Convention.

Article XI Illinois FFA Board of Directors

- Section A. Student Officers
 1. The governing student body of the corporation, which shall advise and make recommendations to the Illinois FFA Board of Directors with respect to the conduct of the activities and business of the corporation, as described in Public Law 105-225 (formerly 81-740) shall be Illinois FFA Board of (student) Directors composed of:
 - a. the State FFA President, State FFA Vice President, State FFA Secretary, State FFA Treasurer and State FFA Reporter; and
 - b. the five FFA District Directors (one from each of the five Illinois FFA Districts) elected from among the FFA Section Presidents at the first regular state officer meeting of the fiscal year.
- Section B. Adult Board
 1. The official governing body of the organization, which shall exercise the powers granted in Public Law 105-225 (formerly 81-740), shall be an Illinois FFA Board of (adult) Directors composed of:
 - a. The consultant for agricultural education, Illinois State Board of Education, serving as the State FFA Advisor, who shall act as chairperson; and
 - b. one consultant in agricultural education; Illinois State Board of Education; and
 - c. one agriculture teacher educator; and
 - d. five local FFA chapter advisors.

2. The terms of office of members of the Illinois FFA Board of Directors and the method of selection of such members, other than the ex-officio members are prescribed in the ByLaws.
3. Ex-officio members of the Illinois FFA Board of Directors shall be the FFA Executive Secretary and the Treasurer of the Illinois FFA Foundation Board of Trustees.
4. The Illinois FFA Board of Directors shall meet at least once each year at such time and place as may be prescribed in the ByLaws. Special meetings of the Illinois FFA Board of Directors may be called at any time by the chairperson.
5. Consultants (non-voting participants) to the Illinois FFA Board of Directors may be named by the Board as deemed necessary to conduct the business of the corporation.

Section C. Governing Committee

The Illinois FFA Board of Directors shall designate the chairperson and two members of the adult board to serve as a Governing Committee which, when the Illinois FFA Board of Directors is not in session, shall have and exercise the powers of the Board subject to its written direction and have the authority to conduct essential business on behalf of the Illinois FFA Board of Directors during the interim between regular Board meetings and in matters which are judged to not merit a special meeting of the Illinois FFA Board of Directors. All business conducted by the Governing Committee is subject to ratification at a regular Illinois FFA Board of Directors meeting.

Article XII Illinois FFA Board of Directors

Section A Procedure for Electing Members of the Illinois FFA Board of Directors

1. The Agricultural Education Consultant, Illinois State Board of Education, who serves on the Illinois FFA Board of Directors, shall be appointed by the principal consultant of agricultural education.
2. The agriculture teacher educator who serves on the Illinois FFA Board of Directors, shall be the division chairperson, or their designee from the University of Illinois, Southern Illinois University, Illinois State University and Western Illinois University. The teacher educator director shall serve on a one-year rotating basis beginning with the University of Illinois in 1996-97 followed by Western Illinois University followed by Southern Illinois University and then Illinois State University.
3. The local FFA chapter advisors (identified in Article X, Section A, 1-d) to serve on the Illinois FFA Board of Directors shall be elected (one from each district established in Article IX, Section B of the Constitution) by the local chapter advisors of the respective districts. The District Directors of the Illinois FFA Board of Directors will be elected at the regular district meetings during the Illinois Vocational Agriculture Teachers Annual Conference. District Directors will serve on a two-year rotating basis, beginning in 1984 with the election of all five directors. Districts I, III and V will serve for three years during the first term. Thereafter, even numbered districts will elect directors during even numbered years and odd numbered districts will elect directors during odd numbered years; each in alternate years relative to term. Alternate directors will be elected and will attend Illinois FFA Board of Directors meetings in the absence of the District Director. With approval of the IAVAT Board of Directors, one director will be elected annually as an official representative of the IAVAT Board of Directors.
4. New members of the FFA Board of Directors will be seated at the first FFA Board of Directors meeting in the fiscal year.
5. All members of the Illinois FFA Board of Directors shall continue in office until their successors have been seated.
6. Whenever a vacancy occurs among members of the Illinois FFA Board of Directors, other than from expiration of their terms of office, the alternate elected by the district shall serve the remainder of the term. Prior to the expiration of the term of a member of the Illinois FFA Board of Directors, the retiring member shall conduct the election of a successor.

Section B Illinois FFA Board of Directors Meetings

1. The annual and the other necessary meetings of the Illinois FFA Board of Directors shall be held at such time as may be prescribed by the Board. The annual meeting shall be held during the third quarter of each year (January through March).
2. Special meetings of the Illinois FFA Board of Directors may be called at any time by the chairperson.
3. Notice of meetings shall be given by notifying each member of the Illinois FFA Board of Directors not less than thirty days prior to any regular meeting, and not less than five days prior to any special meeting.

- Section C Dues
1. Annual state membership dues shall be fixed by the State Executive Committee, subject to approval by a majority vote of the delegates present at the Illinois State FFA Convention and shall remain the same until changed by the delegates at a subsequent convention.
 2. Any dues of a local chapter shall be fixed by a majority vote of the membership of that chapter.
- Section D Amendments
1. Proposed Amendments to the State Constitution must be submitted in writing by local chapters sixty (60) days prior to the Illinois FFA State Convention. A committee appointed by the President and approved by the Executive Committee may propose changes prior to any annual Illinois FFA State Convention. These proposed amendments must be reviewed by the Executive Committee which shall in turn, submit them to the delegates in State Convention with recommendations. The text of all proposed amendments, together with the recommendation of the Executive Committee, must be sent to all chapters not less than forty-five (45) days in advance of the State Convention which is to consider them. Amendments may be adopted or revisions made in the state constitution at any State Convention by a two-thirds vote of the delegates present.
 2. ByLaws may be adopted to fit the needs of the State Association or any unit thereof, provided they are not in conflict with the national or state constitution.
 3. Method for adopting ByLaws shall be the same as for adopting amendments.

ByLaws Illinois Association FFA

Article I Relationship to the Constitution

The ByLaws shall be part of the Constitution of the Illinois Association FFA.

Article II Administrative Offices

The Administration office of the Illinois Association FFA shall be located at the site designated by the IAVAT Administrative Council. The office of the designated advisor of the Illinois Association FFA shall be at the Illinois State Board of Education, Springfield, Illinois.

Article III. Duties of the State Officers

- Section A. The President.
It shall be the duty of the President to preside over state conventions of the Illinois Association FFA and over all meetings of the State Executive Committee. The president shall call one state convention each year. The president shall appoint all committees and may serve as an ex-officio member of these committees. In case the office of president becomes vacant by resignation or otherwise, the vice president shall succeed the president.
- Section B. The Vice President.
The duties of the vice president shall be to preside over meetings in the absence of the president and serve in whatever capacity the president shall assign.
- Section C. The Section Presidents.
It shall be the duty of the section presidents, acting under the direction of the major officers, to represent the Illinois Association FFA and to make reports of activities in their section.
- Section D. The Secretary.
The secretary shall perform the duties common to such an office, keeping an accurate record of the sessions of the state convention and of the meetings of the executive committee.
- Section E. The Treasurer.
The treasurer shall perform the duties common to such an office, monitoring the financial assets of the organization.
- Section F. The Reporter.
It shall be the duty of the reporter to serve as the editor of the official publication of the Illinois Association FFA and work closely with the media to publicize FFA activities.

- Section G. **The Executive Secretary.**
The executive secretary shall keep all permanent records and reports of the Association and shall work with the state officers in directing the activities of the Illinois FFA. The executive secretary shall prepare forms and review applications for State FFA degrees and other Association awards as well as supervise arrangements for the annual state convention, prepare an annual report of proceedings of the convention and the year's activities, complete necessary reports for the national office, and may perform other duties as directed by the State Executive Committee of the Illinois Association FFA.
- Section H. **The Associate Executive Secretary**
The associate executive secretary shall coordinate the public information activities of the Association and shall work with the state officers in directing the activities of the Illinois FFA. The associate executive secretary shall prepare forms and review applications for American FFA degrees and may perform other duties as directed by the State Executive Committee of the Illinois Association FFA.
- Section I **The Advisor.**
The advisor is an ex-officio member of all committees on matters of policy and assists the state officers in conducting meetings, and carrying out programs.
- Section J. **The Executive Committee.**
 1. It shall choose one of the section presidents as sentinel to serve during the state convention and all state meetings.
 2. It shall have power, between conventions, to act on all immediate problems affecting the state association and shall fill vacancies in state offices for which succession is not otherwise provided by the constitution.
 3. It shall meet on call of the president.

Article IV. Fiscal Year

The fiscal year of the Illinois Association FFA shall be July 1 through June 30 of the next succeeding calendar year.

Article V. Inspection of Books

Books and records of the Illinois Association FFA may be inspected by any member or member's agent at any reasonable time. Arrangement for such inspection shall be made with the Illinois FFA Executive Secretary.

Article VI. Procedure for Issuing Charters to Chapters

- Section A The Illinois Association FFA shall charter a local chapter when the following materials have been received by the Executive Secretary of the Illinois Association FFA.
1. An application for a charter.
 2. The names of all chapter members and officers.
 3. The proposed chapter constitution and bylaws.
 4. The chapter Program of Activities.
 5. All current state and national FFA dues.
- Section B Provided the prospective chapter's constitution does not conflict with the Illinois Association FFA Constitution and ByLaws and provided other constitutional requirements have been met, a charter shall be granted by the Illinois Association FFA. The charter shall be signed by the State FFA Advisor and the State FFA President.

Illinois High School Association Policy

Eligibility for Home Schooled Students

(Section 3.010 Attendance)

A student must attend a member school and may only represent in interscholastic competition the member school the student attends. For purposes of this by-law, the term "attend" shall mean that the student is enrolled at the member school, and is taking at, or under arrangements approved by the member school, a minimum of twenty (20) credit hours of work for which credit toward high school graduation will be granted by the member school upon the student's completing and passing the courses. The school which enrolls the student shall be exclusively responsible to verify the student's compliance with all of the eligibility requirements of all IHSA by-laws.

The Board of Directors shall have the discretion to waive the requirement of this by-law for the Illinois schools for the deaf or blind. In unit systems having a 6-3-3 or 6-4-2 type of organization, ninth grade students may participate on senior high school athletic teams at the member high school in the district designated by the Board of Education, provided:

- (a) such participation is approved by the district's superintendent of schools;
- (b) the senior high school principal shall certify that the ninth grade students:
 - (1) are eligible under the requirements of these By-laws,
 - (2) are students at a junior high school located in the district which supports the senior high school, and
 - (3) are not members of a grade or junior high school team in the same sport; and,
- (c) the senior high school principal assumes full responsibility for the conduct of these students during all athletic contests in which they represent the senior high school.

Illinois Association FFA - Policy Statement

Acceptable Official Dress

Pins/Medals

1. At all times when Official Dress is to be worn, a maximum of three medals are allowed to be worn in accordance with the National FFA Policy.

Proper Official Dress

1. Male
 - Black dress shoes (not tennis shoes), black socks, black dress pants (not jeans), white collared (or light colored), button-down dress shirt, dark colored tie, and Official FFA jacket.
 - No hats of any kind.
2. Female
 - Black closed-toe dress shoes (no tall boots), black nylons, knee length black skirt or black dress slacks, white collared (or light colored), button-down dress shirt, FFA scarf, and Official FFA jacket.

The Appropriate Attire for Official FFA Events and Contests

Career Development Event's

When attending official FFA Career Development Events the attire is based on the event. The only CDE's requiring Official Dress are Creed Speaking, Extemporaneous Public Speaking, Prepared Public Speaking and Parliamentary Procedure. Official dress is preferred, but business casual (i.e. khakis and nice polo or button down shirts, no T-shirts and jeans) is acceptable, for the Job Interview and Agriculture Sales CDE's.

Award/Degree Interviews

Official Dress is required for all proficiency and degree interviews.

Conferences

When attending any conference (i.e. Made for Excellence, Farm Bureau and Affiliates Youth Conference, E.DG.E. Conference) the proper attire is indicated in the conference information letter received in advance of the conference. If a student does not have their own Official Dress or is not able to borrow any, then business casual would be appropriate in its place.

Conventions

When attending conventions, whether it be State or National, Official Dress is the proper attire for all events and/or sessions unless stated differently by the convention staff. (i.e. special events like dances, concerts and rodeos) If a student is not wearing the proper official dress upon entering a session then it is within the Courtesy Corps, advisors and convention staffs duties to ask them to leave the convention hall.

Illinois Association FFA - Policy Statement

Limitations to Non-First Place Students Advancing in Competitive Events

- 1) A first-place individual must meet all eligibility requirements or they will be disqualified and the next ranking individual shall be declared the winner and advance to the next level of competition. It is the responsibility of the Executive Secretary, in consultation with the State FFA Advisor and/or the Associate Executive Secretary, to determine the student's eligibility and the decision shall be final.
- 2) A first place individual may be replaced by the next eligible contestant when:
 - a) Written notice, indicating the first place individual is refusing their right to advance to the next level of competition. The written notice must be signed by the student; the parent's of the student, and the student's chapter advisor. The notice must be received at least seven (7) days in advance of the event with the exception of prepared public speaking. The due date of the contestant's speech shall serve as the final date for substitutions in the Prepared Public Speaking.
 - b) Written notice by the local chapter advisor of extenuating circumstances (such as, but not limited to: Changes in Residence, Hospitalization, Death and Legal Issues) which will clearly result in the first place student's absence will be considered adequate reason to advance the next student eligible student to competition. Academic probation, school disciplinary issues, conflicts with other school or family activities, student and/or teacher apathy will not be considered to be extenuating circumstances. Should extenuating circumstances exist, written notice must be received at least seven (7) days in advance of the event with the exception of prepared public speaking. The due date of the contestant's speech shall serve as the final date for substitutions in the Prepared Public Speaking.
 - c) It is the responsibility of the Executive Secretary, in consultation with the State FFA Advisor and/or the Associate Executive Secretary, to determine the type of written notice required and the decision shall be final.
- 3) Under no circumstances will substitutions be allowed less seven (7) days in advance of the event with the exception of prepared public speaking. The due date of the contestant's speech shall serve as the final date for substitutions in the Prepared Public Speaking.
- 4) Under no circumstances will eligible student's ranking lower than third place be advanced to the next level of competition in public speaking and no student's ranking lower than second place be advanced to the next level of competition in proficiency awards.

The Use of Live Video Feeds for Career Development Competitions

Situation: Increasing costs associated with students' travel and participation in Career Development Events have come under review by local school administrators and teachers as the financial picture for schools worsens. Can technology be used to reduce travel costs and staff time, while preserving the impartiality of the judges' scores and fairly evaluating all participants' skills from a remote Career Development Event location.

The following outlines the minimum requirements necessary for a Career Development Event to use a live video feed and be approved for State FFA /IAVAT recognition.

- 1) A central location is designated. The central location will be the location at which all judges shall gather to evaluate the CDE components for all participants.
- 2) All participants have the option of presenting at the central location or at an approved remote location. At the time of pre-registration, participants must choose whether they will present at the central location or an approved remote location.
- 3) Locations must provide the following in order to be an "approved remote location".
 - a) Presentation rooms similar in size and set-up to the presentation room at the central location.
 - b) Equipment and technicians to feed the participants activities to the central location.
 - c) On-site supervision by neutral third parties provided by the "approved remote location" to guarantee the integrity of the event and accuracy of the event. If video cameras cannot show the entire presentation room, a neutral third party must be stationed in the presentation room to insure the integrity of the event.
 - d) The "neutral third parties" shall be approved in advance by the CDE host and/or the Illinois FFA Center staff.
 - e) Participants present from remote locations at their own risk. Should technical problems occur in the transmission or reception of the video feed, participants will not be allowed a second opportunity for a presentation. Judges will score the event based only on the portion of the event that could be viewed/heard.
- 4) Should the event be an elimination-style event, the event host shall treat the participants at the central location and remote locations in a similar manner.
 - a) The presentation from the first round will be videotaped and that video will be reviewed and scored for the second (and successive) rounds of competition.
 - b) or, all teams will make a fresh presentation for each round of the competition.
- 5) Components of an event that do not require a live presentation (such as written tests, identification classes, etc.) must be administered and supervised by a neutral third party at the approved remote location.
- 6) Each Career Development Event may have only one "approved remote location" in each IAVAT district.

AN ACT concerning education.

**Be it enacted by the People of the State of Illinois,
represented in the General Assembly:**

Section 5. The School Code is amended by changing Section 2-3.80 as follows:

(105 ILCS 5/2-3.80) (from Ch. 122, par. 2-3.80)

Sec. 2-3.80. (a) The General Assembly recognizes that agriculture is the most basic and singularly important industry in the State, that agriculture is of central importance to the welfare and economic stability of the State, and that the maintenance of this vital industry requires a continued source of trained and qualified individuals for employment in agriculture and agribusiness. The General Assembly hereby declares that it is in the best interests of the people of the State of Illinois that a comprehensive education program in agriculture be created and maintained by the State's public school system in order to ensure an adequate supply of trained and skilled individuals and to ensure appropriate representation of racial and ethnic groups in all phases of the industry. It is the intent of the General Assembly that a State program for agricultural education shall be a part of the curriculum of the public school system K through adult, and made readily available to all school districts which may, at their option, include programs in education in agriculture as a part of the curriculum of that district.

(b) The State Board of Education shall adopt such rules and regulations as are necessary to implement the provisions of this Section. The rules and regulations shall not create any new State mandates on school districts as a condition of receiving federal, State, and local funds by those entities. It is in the intent of the General Assembly that, although this Section does not create any new mandates, school districts are

strongly advised to follow the guidelines set forth in this Section.

(c) The State Superintendent of Education shall assume responsibility for the administration of the State program adopted under this Section throughout the public school system as well as the articulation of the State program to the requirements and mandates of federally assisted education. There is currently within the State Board of Education an agricultural education unit to assist school districts in the establishment and maintenance of educational programs pursuant to the provisions of this Section. The staffing of the unit shall at all times be comprised of an appropriate number of full-time employees who shall serve as program consultants in agricultural education and shall be available to provide assistance to school districts. At least one consultant shall be responsible for the coordination of the State program, as Head Consultant. At least one consultant shall be responsible for the coordination of the activities of student and agricultural organizations and associations.

(d) A committee of 13 agriculturalists representative of the various and diverse areas of the agricultural industry in Illinois shall be established to at least develop a curriculum and overview the implementation of the Build Illinois through Quality Agricultural Education plans of the Illinois Leadership Council for Agricultural Education and to advise the State Board of Education on vocational agricultural education. The Committee shall be composed of the following: (6) agriculturalists representing the Illinois Leadership Council for Agricultural Education; (2) Secondary Agriculture Teachers; (1) "Ag In The Classroom" Teacher; (1) Community College Agriculture Teacher; (1) Adult Agriculture Education Teacher; (1) University Agriculture Teacher Educator; and (1) FFA Representative. All members of the Committee shall be appointed by the Governor by and with the advice and consent of the Senate. The terms of all members so appointed shall be for 3 years, except that of the members initially appointed, 5

shall be appointed to serve for terms of 1 year, 4 shall be appointed to serve for terms of 2 years and 4 shall be appointed to serve for terms of 3 years. All members of the Committee shall serve until their successors are appointed and qualified. Vacancies in terms shall be filled by appointment of the Governor with the advice and consent of the Senate for the extent of the unexpired term. The State Board of Education shall implement a Build Illinois through Quality Agricultural Education plan following receipt of these recommendations which shall be made available on or before March 31, 1987. Recommendations shall include, but not be limited to, the development of a curriculum and a strategy for the purpose of establishing a source of trained and qualified individuals in agriculture, a strategy for articulating the State program in agricultural education throughout the public school system, and a consumer education outreach strategy regarding the importance of agriculture in Illinois. The committee of agriculturalists shall serve without compensation.

(e) A school district that offers a secondary agricultural education program that is approved for State and federal funding must ensure that, at a minimum, all of the following are available to its secondary agricultural education students:

(1) An instructional sequence of courses approved by the State Board of Education.

(2) A State and nationally affiliated FFA (Future Farmers of America) chapter that is integral to instruction and is not treated solely as an extracurricular activity.

(3) A mechanism for ensuring the involvement of all secondary agricultural education students in formal, supervised, agricultural-experience activities and programs.

(f) Nothing in this Section may prevent those secondary agricultural education programs that are in operation before the effective date of this amendatory Act of the 94th General Assembly and that do not have an active State and nationally

Public Act 094-0855

HB4986 Enrolled

LRB094 16930 NHT 54605 b

affiliated FFA chapter from continuing to operate or from
continuing to receive funding from the State Board of
Education.

(Source: P.A. 84-1452.)

**Policy of the United States
Department of Education
For Career and Technical Student
Organizations**

The United States Department of Education maintains a close relationship with ten career and technical student organizations and welcomes their cooperation and support in strengthening programs of vocational and technical education. Recognizing that the past performance and future potential of these ten organizations are compatible with the overall purposes and objectives of education today, the United States Department of Education strongly endorses their objectives and seeks to involve their thinking in the improvement of vocational and technical education.

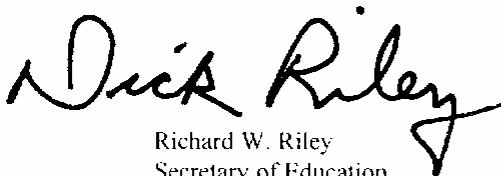
In view of this, these policies represent the position of the United States Department of Education:

1. The United States Department of Education recognizes the educational programs and philosophies embraced by the following career and technical student organizations as being an integral part of vocational and technical education instructional programs:

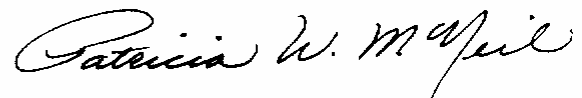
Business Professionals of America
National DECA
Future Business Leaders of America-Phi Beta Lambda
National FFA Organization
Family, Career and Community Leaders of America
Health Occupations Students of America
National Postsecondary Agricultural Student Organization
National Young Farmer Educational Association
Technology Student Association
SkillsUSA-VICA

2. The United States Department of Education recognizes the concept of total student development as being necessary for all vocational and technical education students to assume successful roles in society and to enter the labor market.
3. The United States Department of Education will facilitate technical and supportive services to assist career and technical student organizations through State agencies in their efforts to improve the quality and relevance of instruction, develop student leadership, enhance citizenship responsibilities, overcome sex and race discrimination and stereotyping, and serve students of special populations, especially with respect to efforts to increase the participation of students who are members of special populations.
4. The United States Department of Education recognizes the responsibility for vocational and technical instructional programs and related activities, including career and technical student organizations, rests with the State and local education agencies.
5. The United States Department of Education approves of Federal and State grant funds for vocational and technical education to be used by the States to give leadership and support to these career and technical student organizations and activities directly related to established vocational and technical education instructional programs at all levels under provisions of approved State plans for vocational and technical education.

Efforts on the part of State and local education agencies to recognize and encourage the growth and development of these career and technical student organizations are highly important and deserve the support of all leaders in American Education.


Richard W. Riley
Secretary of Education




Patricia W. McNeil
Assistant Secretary for
Vocational and Adult Education

SUGGESTED FACTORS FOR EVALUATION GUIDE FOR PRODUCTION AWARDS

Beef Breeding:

1. Percent calf crop
2. Weight produced per cow (lb.)
3. Returns/\$100 feed
4. Average price received
5. Feed cost/cwt. Gain
6. Lb. Feed/cwt. Gain
 - a. Grain
 - b. Total Concentrates
 - c. Hay, dry roughage, silage
 - d. Pasture (days)
7. Death Loss: % of weight produced

Dairy:

1. Milk per cow (lb.)
2. Butterfat per cow (lb.)
3. Returns above feed/milk cow
4. Returns/\$100 feed
5. Average price of milk (per cwt.)
6. Feed cost/unit of production
7. Lb. Feed/unit production
 - a. Grain
 - b. Total Concentrates
 - c. Hay Silage
8. Death Loss: % of weight produced

Feeder Cattle Enterprises:

1. Gain/animal/day (lb.)
2. Returns/\$100 feed
3. Average price received
4. Average price paid
5. Feed cost/cwt. gain
6. Lb. Feed/cwt. Gain
 - a. Grain
 - b. Total Concentrates
 - c. Hay and Silage
7. Death Loss: % of weight produced
8. Returns above feed cost/head

Poultry:

1. Eggs per hen
2. % Egg Production
3. Returns above feed cost/hen
4. Returns/\$100 feed

5. Average price of eggs
6. Average price/lb.
7. Feed cost/unit
8. Lb. Feed/unit: Total Conc.
9. Death Loss: % of weight produced

Sheep: (Native Flocks)

1. % Lamb Crop
2. Returns/\$100 feed
3. Average farm price for wool (excluding gov't payment)
4. Average price/sheep
5. Feed cost/cwt. Produced
6. Lb. Feed/cwt. Produced
 - a. Concentrates
 - b. Hay
 - c. Pasture (days)
7. Death Loss: % of weight produced

Swine:

1. Pigs farrowed/litter
2. Pigs weaned/litter
3. Returns above feed/litter
4. Returns/\$100 feed
5. Average weight of hogs sold (lb.)
6. Average price received
7. Feed cost/cwt. Gain
8. Lb. Feed/cwt. Gain
 - a. Grain
 - b. Total Concentrates
9. Death Loss: % of weight produced

Crops:

1. Yield/Acre
2. Labor
 - a. Hours/Acre
 - b. Cost/Acre
3. Machinery cost/Acre
4. Fertilizer cost/Acre
5. Herbicide cost/Acre
6. Crop Returns/Acre
7. Value of Production/Acre
8. Average price/unit sold
9. Land Class

SUGGESTED FACTOR FOR EVALUATION GUIDE FOR OFF-FARM AWARDS

Evaluation factors are more difficult to determine for the Ag Business proficiency but their value is just as important as the production award evaluation factors. Diversity in off-farm SAE's lends to the difficulty, however, every effort must be made to provide some measures of efficiency on the evaluation guide. Some suggestions are:

- Number of paid hours
- Number of unpaid hours
- Average hourly rate of pay
- Highest hourly rate of pay
- Average monthly sales
- \$ expense/\$100 earned

Each of the proficiency awards have common factors that can be measured and evaluated. We strongly suggest these factors be listed.

Enterprise: **Make A Selection**

This sheet must be completed and accompany a student's SAE records to all levels of Proficiency Award evaluation.

EVALUATION GUIDE FOR PRODUCTION AWARDS

Name of Student: _____

Address: _____

School: _____

Enterprise: _____ **Entrepreneurship**

I. Agricultural Relationship. Explain how the SAE is a part of the agricultural industry and/or explores an agricultural career. (Answers are limited to the space provided.) <u>Failure to demonstrate an agricultural relationship will result in disqualification.</u>	<u>Explanation:</u>		
<p align="center"><u>Refer to Suggested Factors for Evaluation Guide for Production Awards – Advisor’s Guide</u></p>			
II. <u>Productive Efficiency</u> Measures & Degree of Efficiency	Year	Year	Year
III. <u>Scope and Growth</u> (Maximum Score – 15 Points)			
Scope			
Production			
IV. <u>Jobs and Responsibilities</u> (Maximum Score – 15 Points)	Substantiated by Record Books		
V. <u>Skills and Safety Practices</u> (Maximum Score – 5 Points)	Substantiated by Record Books		
VI. <u>Managerial Responsibility</u> (Maximum Score – 20 Points)	Substantiated by SAE Business Agreements		
VII. <u>Ability to Keep & Use Records</u> (Maximum Score – 25 Points)	Substantiated by SAE Business Agreements		
VIII. <u>Knowledge</u> (Maximum Score – 20 Points)	Substantiated by Interview		

Note: Sections I, II and III are to be filled in as completely as possible using each year’s record book. Sections IV through VIII are included only to show the points used to score by a judging committee.

This sheet must be completed and accompany a student’s SAE records to all levels of Proficiency Award evaluation.

State FFA Degree Review Sheet

Reviewed by _____

Name _____ Chapter _____ Section _____

YES	NO	N/A	Cross Check
			1. <u>IL Cover A</u> - Is the Chapter Number, State and Membership Number filled in?
			2. <u>IL Cover A and Student Transcript</u> - Does the candidate have a satisfactory scholastic record as verified by: An average scholarship grade in all high school subjects of 3.5000 on a 5.0000 scale <u>or</u> An average scholarship grade in all high school subjects of 2.5000 on a 4.0000 scale <u>or</u> Ranks in the top 40% of the students in their high school class?
			3. <u>IL Cover A</u> - Have 12 or more chapter meetings been held in the last 12 months?
			4. <u>IL Cover A</u> - Has the application been signed by the candidate, parent/guardian, chapter president, chapter advisor and school administrator?
			5. <u>IL Cover B, line 18 and 27</u> - Will the candidate be at least in their 3 rd year of active high school FFA membership at the time of this year's State FFA Convention?
			6. <u>IL Cover B, Line 19</u> - Does the candidate currently hold the Chapter FFA Degree?
			7. <u>IL Cover B, line 23 and Student Transcript</u> - Will the candidate complete the equivalent of two (2) years (4 semesters/360 hours) of agricultural education courses at the time of this year's State FFA Convention?
			8. <u>IL Cover B, Line 30</u> - Has the candidate paid FFA dues for the current year?
			9. <u>IL Cover B, Part II</u> - Has the candidate indicated they comply with all tax laws?
			10. <u>IL Cover B, Part II</u> - Has the candidate indicated the years they filed tax returns <u>or</u> explained how they were able to legally avoid filing a tax return?
			11. <u>Page 2</u> - Does the candidate have in operation an outstanding supervised agricultural experience program and maintain records that substantiate comprehensive planning, managerial and financial expertise?
			12. <u>Page 2 and/or 12B</u> - Is the agricultural nature of the candidate's SAE evident?
			13. <u>Page 2 and 3</u> - Does the candidate report an SAE for each year of FFA membership?
			14. <u>Page 3 and 4</u> - Do the Business/Enterprises listed on Page 2 relate to the income/expense recorded on Pages 3 and 4?
			15. <u>Page 3 and 4, Column A</u> - Are the candidate's "Unpaid Hours Worked" limited to non-production, non-entrepreneurial enterprises?
			16. <u>Page 3 and 4, Column D</u> - Are the candidate's expenditures limited to non-taxable expenses (Note: No income taxes or FICA deductions should be included)?
			17. <u>Page 5 and 6</u> - Are the candidate's Current Assets related and limited to the Business/Enterprises listed on Page 2?
			18. <u>Page 5, 6 and 7</u> - Has the candidate listed assets (Current or Non-current) in the correct sections?
			19. <u>Page 7</u> - Are the candidate's Non-current Assets related and limited to the Business/Enterprises listed on Page 2? (Note: Personal vehicles must not be included as a business asset if their use is limited to driving to and from work. If a personal vehicle is used as a business asset, the business value is limited to the percentage of the hours/miles it is used exclusively for business purposes.)
			20. <u>Page 8B</u> - Is the change in the Non-Current Capital Inventory (Page 8a and 8b) within a single year offset with the purchase of Non-Current Assets (Page 6 or 7) <u>or</u> the gift of an asset (Page 11) <u>or</u> an explanation of the change is provided in the Personal Statement?
			21. <u>Page 8</u> - Has the candidate listed current and/or non-current inventory items in the correct sections?
			22. <u>Page 8</u> - Are the non-cash expenses (2c and 2e) offset with a matching value on line 1f and/or 1g?
			23. <u>Page 8</u> - Do all entrepreneurship enterprises show current/operating expenses?
			24. <u>Pages 8a and 8b</u> - After the first year, is the beginning current inventory the same as the closing current inventory for the previous year?

			25. <u>Pages 8a and 8b</u> - After the first year, is the beginning non-current inventory the same as the closing non-current inventory for the previous year?
			26. <u>Page 9</u> - If the candidate lists a value on line 1b, is it the actual <u>cash value</u> of the stock, bond or life insurance?
			27. <u>Page 9</u> - Do the words " MET " appear at the bottom of the page 4 times?
			28. <u>Page IL10A, Part 5</u> - Are the tax withholdings (Income tax and FICA deductions) paid by the candidate (IL Cover B) listed as a personal expense?
			29. <u>Page IL 11</u> - Did the candidate post their entrepreneurship self-hours on line 24b?
			30. <u>Page IL 11</u> - Does the date at the bottom of this page match the date on the bottom of pages 3-10? (Note: If not, the numbers on page 11 need to be <u>hand checked by the committee in eight locations</u> to assure numbers were accurately transferred)
			Hand Check: Does Page IL 11, line 19a match Page 10, line 12a, column B?
			Hand Check: Does Page IL 11, lines 19b and 28a match Page IL10A, part 1?
			Hand Check: Does Page IL 11, lines 22a and 27a match page IL10A, part 2?
			Hand Check: Does Page IL 11, lines 22b and 27c match page IL10A, part 3?
			Hand Check: Does Page IL 11, lines 22c and 27d match page IL10A, part 4?
			Hand Check: Does Page IL 11, lines 22e and 28b match page IL10A, part 5?
			Hand Check: Does Page IL 11, line 26a match page 8b, line 6?
			Hand Check: Does Page IL 11, line 26b match page 4 "Total Net Earnings"?
			31. <u>Page 11, line 23</u> - Does the candidate's "Productively Invested Equity" on equal or exceed \$1,000?
			32. <u>Page 11, line 25</u> - Did the candidate work at least 750 hour in excess of scheduled class time on their SAE? or <u>Page 11, line 26c</u> - Did they have total SAE earnings that met or exceeded the \$1,500 minimum requirement?
			33. <u>Page 11, line 29</u> - Is the number equal to or greater than line 30?
			34. <u>Page 12, Table VI</u> - Has the candidate been a chapter officer or served on a major committee.
			35. <u>Page 12, Table VI</u> - Has the candidate participated in at least five different FFA Activities above the chapter level.
			36. <u>Page 12, Table VI</u> - Has the candidate participated in at least 25 additional, unduplicated hours of community service activities, within at least two different community service activities that are not a part of the member's supervised agricultural experience hours?
			37. <u>Checklist of Minimum Qualifications, IL Page 13, # 6</u> - Can the candidate perform at least 10 parliamentary abilities?
			38. <u>Checklist of Minimum Qualifications, IL Page 13, # 7</u> - Can the candidate give at least a five minute speech?
			39. <u>Student Transcript</u> - Is a certified copy of the candidate's high school transcript attached?
			40. <u>Student Transcript</u> - Does the candidate's transcript verify the minimum scholastic record (Note: See Item #2) and agricultural education courses (Note: See item #6) completed? (Student Transcript)
			41. <u>IL Page 13</u> - Has the candidate's Advisor checked items 1-23?

Note: If any question is answered "**NO**" (see special not for Item 30) the candidate does not meet the minimum requirements and cannot be recommended for the State FFA Degree. Errors corrected and initialed by the section's selection committee should be marked yes on the review sheet.

National Chapter Award Program

Preliminary Review

Chapter _____

Items to Review

Form I

	TRUE	FALSE
Acceptable Pre-POA Submitted	<input type="checkbox"/>	<input type="checkbox"/>
Required Signatures Present	<input type="checkbox"/>	<input type="checkbox"/>
5 Student Development Activities	<input type="checkbox"/>	<input type="checkbox"/>
5 Chapter Development Activities	<input type="checkbox"/>	<input type="checkbox"/>
5 Community Development Activities	<input type="checkbox"/>	<input type="checkbox"/>

This Application Meets Minimum Requirements

Judge 1	Judge 2	Judge 3	Judge 4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Form II

	TRUE	FALSE
3 Student Development Activities	<input type="checkbox"/>	<input type="checkbox"/>
3 Chapter Development Activities	<input type="checkbox"/>	<input type="checkbox"/>
3 Community Development Activities	<input type="checkbox"/>	<input type="checkbox"/>
Application is typed	<input type="checkbox"/>	<input type="checkbox"/>
No repeat activities on Form II	<input type="checkbox"/>	<input type="checkbox"/>

If yes identify which activities (Division & Activity number):

Captions are 50 words or less	<input type="checkbox"/>	<input type="checkbox"/>
Support items are limited to photos	<input type="checkbox"/>	<input type="checkbox"/>

Recommended for Superior Only

Judge 1	Judge 2	Judge 3	Judge 4	Judge 5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Recommended for State and National Judging

Judge 1	Judge 2	Judge 3	Judge 4	Judge 5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Non-Production Agricultural Areas

		Name & School	Name & School	Name & School	Name & School	Name & School
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 4B,5B,7 & 8	15					
<u>SCOPE and GROWTH</u> Hours Employed Wages Earned pgs.5B-7B	15					
<u>SKILLS and SAFETY PRACTICES</u> pg. 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 4B Degree of Decisions pg. 5B Growth of Responsibilities pg. 5B and 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness, Reasonable, Analysis pg 15B	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
Total Score	100					
Final Rank						

Production Awards

		Name & School	Name & School	Name & School	Name & School	Name & School
	Maximum Points Possible					
<u>SCOPE AND GROWTH</u> Production and Returns pg. 4A/3C& 9C	15					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 5A,5C pages 7,8	15					
<u>SKILLS and SAFETY PRACTICES</u> page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 1A/C & 2A/C Degree of Decisions pg.5A/C, pg.8 Growth of Responsibilities pg.4,5A/C and page 8	20					
<u>ABILITY TO KEEP & USE RECORDS</u> Accuracy, Completeness, Reasonable, Analysis pg. 15A/4C	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
Total Score	100					
Final Rank						

Non-Production Agricultural Areas

		Name & School	Name & School	Name & School	Name & School	Name & School
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 4B,5B,7 & 8	15					
<u>SCOPE and GROWTH</u> Hours Employed Wages Earned pgs.5B-7B	15					
<u>SKILLS and SAFETY PRACTICES</u> pg. 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 4B Degree of Decisions pg. 5B Growth of Responsibilities pg. 5B and 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness, Reasonable, Analysis pg 15B	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
Total Score	100					
Final Rank						

Star in Agricultural Business Score Sheet

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 5B pages 7,8	15					
<u>SCOPE and GROWTH</u> Hours pg7B Receipts pg9B	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 1B& 2B Degree of Decisions pg.5B, pg.8 Growth of Responsibilities pg.5B,10B, 11B and page 7, 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness Reasonable, Analysis pg. 15B	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

Star in Agricultural Placement

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 4B,5B,7 & 8	15					
<u>SCOPE and GROWTH</u> Hours Employed Wages Earned pgs.5B-7B	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 4B Degree of Decisions pg. 5B Growth of Responsibilities pg. 5B and 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness, <u>Reasonable, Analysis pg 15B</u>	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

Star in Agricultural Science Score Sheet

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience	15					
<u>SCOPE and GROWTH</u> Research and Experimentation	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement Degree of Decisions Growth of Responsibilities	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness Reasonable, Analysis pg. 15B	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

Star in Agricultural Production

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 5A,5 pages 7,8	15					
<u>SCOPE and GROWTH</u> Production and Returns pg. 4A/3C& 9C	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 1A/C & 2A/C Degree of Decisions pg.5A/C, pg.8 Growth of Responsibilities pg.4,5A/C and page 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness, Reasonable, Analysis pg. 15A/4C	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

STAR STATE FARMER INTERVIEW FORM

[illegible]

STAR STATE NON-PRODUCTION INTERVIEW FORM

[illegible]

State FFA Degree Review Sheet

Reviewed by _____

Name _____

Chapter _____

Section _____

YES	NO	N/A	Cross Check
			1. <u>IL Cover A</u> - Is the Chapter Number, State and Membership Number filled in?
			2. <u>IL Cover A and Student Transcript</u> - Does the candidate have a satisfactory scholastic record as verified by: An average scholarship grade in all high school subjects of 3.5000 on a 5.0000 scale <u>or</u> An average scholarship grade in all high school subjects of 2.5000 on a 4.0000 scale <u>or</u> Ranks in the top 40% of the students in their high school class?
			3. <u>IL Cover A</u> - Have 12 or more chapter meetings been held in the last 12 months?
			4. <u>IL Cover A</u> - Has the application been signed by the candidate, parent/guardian, chapter president, chapter advisor and school administrator?
			5. <u>IL Cover B, line 18 and 27</u> - Will the candidate be at least in their 3 rd year of active high school FFA membership at the time of this year's State FFA Convention?
			6. <u>IL Cover B, Line 19</u> - Does the candidate currently hold the Chapter FFA Degree?
			7. <u>IL Cover B, line 23 and Student Transcript</u> - Will the candidate complete the equivalent of two (2) years (4 semesters/360 hours) of agricultural education courses at the time of this year's State FFA Convention?
			8. <u>IL Cover B, Line 30</u> - Has the candidate paid FFA dues for the current year?
			9. <u>IL Cover B, Part II</u> - Has the candidate indicated they comply with all tax laws?
			10. <u>IL Cover B, Part II</u> - Has the candidate indicated the years they filed tax returns <u>or</u> explained how they were able to legally avoid filing a tax return?
			11. <u>Page 2</u> - Does the candidate have in operation an outstanding supervised agricultural experience program and maintain records that substantiate comprehensive planning, managerial and financial expertise?
			12. <u>Page 2 and/or 12B</u> - Is the agricultural nature of the candidate's SAE evident?
			13. <u>Page 2 and 3</u> - Does the candidate report an SAE for each year of FFA membership?
			14. <u>Page 3 and 4</u> - Do the Business/Enterprises listed on Page 2 relate to the income/expense recorded on Pages 3 and 4?
			15. <u>Page 3 and 4, Column A</u> - Are the candidate's "Unpaid Hours Worked" limited to non-production, non-entrepreneurial enterprises?
			16. <u>Page 3 and 4, Column D</u> - Are the candidate's expenditures limited to non-taxable expenses (Note: No income taxes or FICA deductions should be included)?
			17. <u>Page 5 and 6</u> - Are the candidate's Current Assets related and limited to the Business/Enterprises listed on Page 2?
			18. <u>Page 5, 6 and 7</u> - Has the candidate listed assets (Current or Non-current) in the correct sections?
			19. <u>Page 7</u> - Are the candidate's Non-current Assets related and limited to the Business/Enterprises listed on Page 2? (Note: Personal vehicles must not be included as a business asset if their use is limited to driving to and from work. If a personal vehicle is used as a business asset, the business value is limited to the percentage of the hours/miles it is used exclusively for business purposes.)
			20. <u>Page 8B</u> - Is the change in the Non-Current Capital Inventory (Page 8a and 8b) within a single year offset with the purchase of Non-Current Assets (Page 6 or 7) <u>or</u> the gift of an asset (Page 11) <u>or</u> an explanation of the change is provided in the Personal Statement?
			21. <u>Page 8</u> - Has the candidate listed current and/or non-current inventory items in the correct sections?
			22. <u>Page 8</u> - Are the non-cash expenses (2c and 2e) offset with a matching value on line 1f and/or 1g?
			23. <u>Page 8</u> - Do all entrepreneurship enterprises show current/operating expenses?
			24. <u>Pages 8a and 8b</u> - After the first year, is the beginning current inventory the same as the closing current inventory for the previous year?
			25. <u>Pages 8a and 8b</u> - After the first year, is the beginning non-current inventory the same as the closing non-current inventory for the previous year?

YES	NO	N/A	Cross Check	
			26. <u>Page 9</u> - If the candidate lists a value on line 1b, is it the actual <u>cash value</u> of the stock, bond or life insurance?	
			27. <u>Page 9</u> – For Excel generated applications does the words “ MET ” appear at the bottom of the page 4 times? OR For applications generated by EZ Records, the word “ MET ” will not appear are the conditions listed in the 4 items at the bottom of the page being met?	
			28. <u>Page IL10A, Part 5</u> - Are the tax withholdings (Income tax and FICA deductions) paid by the candidate (IL Cover B) listed as a personal expense?	
			29. <u>Page IL 11</u> - Did the candidate post their entrepreneurship self-hours on line 24b?	
			Special Note: If the dates on the application pages do not match, the student is not immediately disqualified. The judges must conduct a hand check of the eight items that transfer to Page 11. If the transfers are correct, the student continues to be eligible despite the different printing dates. If the numbers do not match, the application is in error and must be corrected or the student will be ruled ineligible.	30. <u>Page IL 11</u> - Does the date at the bottom of this page match the date on the bottom of pages 3-10? (Note: If not, the numbers on page 11 need to be <u>hand checked</u> by the committee in <u>eight locations</u> to assure numbers were accurately transferred)
				Hand Check: Does Page IL 11, line 19a match Page 10, line 12a, column B?
				Hand Check: Does Page IL 11, lines 19b and 28a match Page IL10A, part 1?
				Hand Check: Does Page IL 11, lines 22a and 27a match page IL10A, part 2?
				Hand Check: Does Page IL 11, lines 22b and 27c match page IL10A, part 3?
				Hand Check: Does Page IL 11, lines 22c and 27d match page IL10A, part 4?
				Hand Check: Does Page IL 11, lines 22e and 28b match page IL10A, part 5?
				Hand Check: Does Page IL 11, line 26a match page 8b, line 6?
				Hand Check: Does Page IL 11, line 26b match page 4 “Total Net Earnings”?
			31. <u>Page 11, line 23</u> - Does the candidate’s “Productively Invested Equity” on equal or exceed \$1,000?	
			32. <u>Page 11, line 25</u> - Did the candidate work at least 750 hour in excess of scheduled class time on their SAE? or <u>Page 11, line 26c</u> - Did they have total SAE earnings that met or exceeded the \$1,500 minimum requirement?	
			33. <u>Page 11, line 29</u> - Is the number equal to or greater than line 30?	
			34. <u>Page 12, Table VI</u> - Has the candidate been a chapter officer or served on a major committee.	
			35. <u>Page 12, Table VI</u> - Has the candidate participated in at least five different FFA Activities above the chapter level.	
			36. <u>Page 12, Table VII</u> - Has the candidate participated in at least 25 additional, unduplicated hours of community service activities, within at least two different community service activities that are not a part of the member’s supervised agricultural experience hours?	
			37. <u>Checklist of Minimum Qualifications, IL Page 13, # 6</u> - Can the candidate perform at least 10 parliamentary abilities?	
			38. <u>Checklist of Minimum Qualifications, IL Page 13, # 7</u> - Can the candidate give at least a five minute speech?	
			39. <u>Student Transcript</u> - Is a certified copy of the candidate’s high school transcript attached?	
			40. <u>Student Transcript</u> - Does the candidate’s transcript verify the minimum scholastic record (Note: See Item #2) and agricultural education courses (Note: See item #6) completed? (Student Transcript)	
			41. <u>IL Page 13</u> - Has the candidate’s Advisor checked items 1-23?	

Note: If any question is answered “**NO**” (see special not for Item 30) the candidate does not meet the minimum requirements and cannot be recommended for the State FFA Degree. Errors corrected and initialed by the section’s selection committee should be marked yes on the review sheet.

Production Awards

		Name & School	Name & School	Name & School	Name & School	Name & School
	Maximum Points Possible					
<u>SCOPE AND GROWTH</u> Production and Returns pg. 4A/3C& 9C	15					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 5A,5C pages 7,8	15					
<u>SKILLS and SAFETY PRACTICES</u> page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 1A/C & 2A/C Degree of Decisions pg.5A/C, pg.8 Growth of Responsibilities pg.4,5A/C and page 8	20					
<u>ABILITY TO KEEP & USE RECORDS</u> Accuracy, Completeness, Reasonable, Analysis pg. 15A/4C	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
Total Score	100					
Final Rank						

STAR STATE FARMER INTERVIEW FORM

[illegible]

STAR STATE NON-PRODUCTION INTERVIEW FORM

[illegible]

Star in Agricultural Business Score Sheet

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 5B pages 7,8	15					
<u>SCOPE and GROWTH</u> Hours pg7B Receipts pg9B	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 1B& 2B Degree of Decisions pg.5B, pg.8 Growth of Responsibilities pg.5B,10B, 11B and page 7, 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness Reasonable, Analysis pg. 15B	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

Star in Agricultural Placement

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 4B,5B,7 & 8	15					
<u>SCOPE and GROWTH</u> Hours Employed Wages Earned pgs.5B-7B	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 4B Degree of Decisions pg. 5B Growth of Responsibilities pg. 5B and 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness, <u>Reasonable, Analysis pg 15B</u>	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

Star in Agricultural Science Score Sheet

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience	15					
<u>SCOPE and GROWTH</u> Research and Experimentation	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement Degree of Decisions Growth of Responsibilities	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness Reasonable, Analysis pg. 15B	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						

Star in Agricultural Production

		name/school	name/school	name/school	name/school	name/school
	Maximum Points Possible					
<u>JOBS and RESPONSIBILITIES</u> Degree and Extent of Experience pg. 5A,5 pages 7,8	15					
<u>SCOPE and GROWTH</u> Production and Returns pg. 4A/3C& 9C	15					
<u>SKILLS and SAFETY PRACTICES</u> Page 8	5					
<u>MANAGERIAL RESPONSIBILITY</u> Agreement pg. 1A/C & 2A/C Degree of Decisions pg.5A/C, pg.8 Growth of Responsibilities pg.4,5A/C and page 8	20					
<u>ABILITY TO KEEP and USE RECORDS</u> Accuracy, Completeness, Reasonable, Analysis pg. 15A/4C	25					
<u>KNOWLEDGE DEMONSTRATED by INTERVIEW</u>	20					
<u>FFA, COMMUNITY and SCHOOL ACTIVITIES</u>	10					
Total Score	110					
Final Rank						