The Woodlands FFA

And College Park FFA



**Barn Rules and Procedures**

Updated 09/2018

**Barn Policy and Procedures**

Notice: All students raising a livestock project must read the following guidelines thoroughly and have their parents/guardians do the same. After reading, complete the “Barn Policy and Procedures” and return the agreement to the Supervising Agriculture Science Teacher from their school. **Students will not be allowed to have an animal at the barn until the agreement has been turned into an Ag Teacher.** Summer projects which have been preapproved need to have forms signed and barn fees paid two weeks prior to the animals arriving. Also, returning students who plan to continue raising livestock as their Supervised Agriculture Experience will still be required to attend the first barn meeting of the year.

**General Information\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

The raising of livestock as a project is the most popular Supervised Agriculture Experience program (SAEP) that is conducted as part of the FFA program. The project is a cooperative effort of the student, parent/guardian, and advisor. It is designed as a training instrument. It’s focus is to allow students the opportunity to apply information acquired in the classroom. The following guidelines are intended to clarify these responsibilities and define the requirements and expectations for the student, as well as the parent/guardian.

First, there are several areas that need clarification before the student undertakes a livestock project.

* **The raising of livestock on the Agriculture Science’s project center is a student’s privilege, not a student’s right!** Feeding rules, regulations, and guidelines must be strictly followed in order to reap the benefits of this privilege.
* Not all animals are of suitable quality for exhibition purpose. Most animals are of commercial quality and therefore rarely suited for exhibition in the show ring. Only those animals of superior confirmation should be selected. Therefore, the agriculture teacher should assist in the selection and ultimately approve the animal purchased and housed at the **Woodlands complex on 1119 Pruitt Rd**.
* Only a small percentage of those animals exhibited in the show ring will actually realize a profit. Do not be misled; this is not an easy money making proposition. Only the best of the best will fall into this category. The ultimate purpose of the livestock project is to have the student learn and understand those approved practices that will always an animal to reach its full genetic potential. Learning the true meaning of responsibility is another outcome of the project program.

**Securing a Livestock Project\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Teacher’s Role**: The agriculture teacher’s role is advisory only. The selection and purchase of the project is a cooperative effort. **The teacher will not dictate what to buy, how much to spend, or from whom the purchase is to be made. The selection process should, however, be coordinated with the teacher before the animal is purchased. Animals should not be moved to the school facility without notification and approval of the respective teacher.** If you are removing your animal and going to raise the project at a different location you must give the location to the Ag Teacher so they can make sure all guidelines are met and they can supervise the project if needed. The teachers are ultimately responsible for signing entry forms for shows stating that the animal has been taken care of properly and that the animal has been raised in the county for the the county show.

**Parent Concerns**: When a program or concern arises, the best way to resolve it is by following a set “chain-of-command.” Always begin with the supervising teacher.

Supervising Teacher—Assistant Principal—Principal—District Office

**Expenses Incurred**: The student is responsible for the initial cost of the animal. It is recommended that one parent/guardian be present when the actual selection and purchase or delivery is made. The student must pay any other expenses made specifically for the purchase of the animal. The student will also be responsible for any expenses incurred while feeding and caring for the animal during the school year including but not limited to bedding, shavings, roughages, and show supplies.

Estimates of Initial Cost

* Cattle $2500
* Sheep $500-up
* Goat $500-up
* Swine $400-up
* Chickens – $62.50 (50 Head) price set by county
* Rabbits - $75.00 – up per head

Please see the Calendar in the FFA handbook for dates of when fees for animals are due.

**Student Responsibility**: Students will assume full responsibility for the care and use of his/her respective pen and feed storage area. **It is mandatory that those areas be kept clean and orderly at all times (areas will be subject to inspection at any time).** **Each pen must be cleaned daily.** This includes adding fresh shavings to your pen during the feeding period. (We prefer cedar fiber in the cattle and sheep/goat barns, pine shavings for the pig barn). Student will receive a warning for first offense. The second offense the parent will be notified. The third offense a written notice will be given and the parent and student must sign the notice. The 4th offense the student will be asked to remove their animal from the barn.

Duplicate keys and/or combinations for all locks securing livestock and personal property must be given to the supervising teacher before installation of a lock. This will avoid damage to property if access becomes necessary by the supervising teacher or school authorities.

**Students will be responsible for general livestock sanitation in the total livestock facility including fly control. All students will be required to clean the barn facility, not just their pens.** If student cannot attend a barn clean-up day, they must make arrangements with their agricultural science teacher PRIOR to the event.

The following are things all students should help with at the barn.

* Sweep aisle ways and open areas
* Clean scale area and wash rack
* Pick up Trash around the barn and place it in the dumpster
* Get rid of all animal waste in the back of the field behind the panels.
* Rack shavings and remove waste
* Keep aisle way neat and clean
* Remove Trash

If barns are not kept clean we will have a mandatory work day that all students will be required to attend. If you do not attend you will be charged a **$50 a fee**.

**Liability**: Conroe ISD will assume NO responsibility for accidents or injuries to students, parents, visitors or livestock resulting from the use of the facilities, equipment or livestock owned by other persons. No alcoholic beverages, controlled substances, or firearms will be allowed. Any student or parent in possession of these item(s) will have their project evicted at the owner’s expense.

**Facilities & Maintenance**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Equipment Use:** Each program owns, manages, and maintains their own equipment. **DO NOT USE EQUIPMENT THAT YOU DO NOT PERSONALLY OWN.** If you are unsure about things that are available for your use, stop and consult your Agriculture Teacher.

**Facility Fees & Use**: Each animal that will be raised on the complex must pay a facility use fee within 2 weeks prior to the animal being moved on to the complex or by Oct. 31, 2018. This fee will be evaluated on a yearly basis.

For this year the facility fees will be **$155 for the first animal (or pen of rabbits) and $52.00 for each additional animal (or additional pen of rabbits) Each student in a family is considered an individual.**: A $155 fee needs to be paid 2 weeks prior to the animal being moved to the barn. If you have additional animals you will need to pay the extra $52.00 2 weeks prior to moving those in as well. We encourage students to sell as at least $500 in fundraiser items because the funds raised help with barn improvements and barn facilities. Attached is a list of larger projects that we would like to use funds for in the upcoming years plus the items listed below.

**This fee helps with the following:** Making repairs and improving existing facilities, livestock equipment, trim chutes, lamb racks, scales, clippers/blades/blade sharpening,etc. Also barn fees can be used for repairs to the tractor, trailer, truck, gas (after budget money has been used) or any general transportation issues.

**Fly Control System Fees:** In addition to the barn fee, students with swine and cattle projects may be charged an addition fee for the fly system. The charge will be based per animal. However many animals are in each barn divided by the cost of the fly system. We will only charge when we have to refill the solution. The Chapter will fill up the fly system at the beginning of each year and will let students know the cost when it needs to be refilled.

Fly system should only be turned on by an Ag Teacher.

**Medication Fees:** Each Year animals that students raise get sick or have some type of medical problem. The Ag Teachers can treat many of the problems to save students a vet fee and so the student does not have to transport that animal to the vet. This does not mean that all problems can be fixed by the Ag Teacher. There are some cases animals need to go to the vet and get treated. The medication that the Ag Teachers give is purchased by the chapter and student may need to reimburse the chapter for that cost. Hopefully most medication fees can be covered by some of the money that is raised from the fundraiser and barn fees. If multiple shots have to be given that is when a student will be responsible for some of the expense.

**Other fees:** Other fees that may be associated with a student’s livestock project (but not limited to) are validation fees, entry fees, and/or transportation fees.

**Livestock Showing Requirements:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Livestock Show Eligibility:** To be eligible to participate in any livestock show, students must meet the following requirements:

* Be enrolled in an agriculture science class.
* Be a member in good standing of their respective FFA Chapter.(Determined by the agricultural science teachers)
* Paid their FFA dues in full by each chapter’s deadline
* Attend ALL mandatory livestock meetings for their specific livestock project.
* Be passing All subjects at the time that eligibility is determined. If a student is ineligible to show due to grades, we will adhere to the specific stock show rules;
* Have paid entry **fees on time** and meet show requirements.
* Have approval of supervising teacher.
* **Any student with an outstanding balance to their respective chapter will be ineligible to enter a show. This means if you have an outstanding balance with the FFA you will be required to pay it before an Ag Teacher will sign your entry card for that show.**
* **Students must attend 75% of FFA meetings to be able to show at any show.**

**Show approval**: Students will be allowed to participate in only those shows selected by the supervising teacher. Students may go to summer or prospect shows. No student will be allowed to miss school and receive an excused absence to attend a livestock show without teacher approval.

**Animal requirements**: Only top quality animals will be approved for exhibition. Animals in poor condition due to disease, injury or neglect will not be allowed to participate. The final decision will rest with the supervising teacher.

**Show entries**: The Ag Dept. will assist students in making entries in the Montgomery County Junior Livestock Show and any approved major livestock show. Deadlines will be posted on the website and at meetings for those entry processes and must be followed. Entry in all other shows will be the responsibility of the student.

**Travel to and from shows**: Students will be responsible for all personal travel to and from all livestock shows. A parent must attend all Major Livestock show with their students.

**Discipline while at shows**: Livestock shows are an extension of the Conroe ISD; therefore, students will be responsible for their personal conduct. All school rules are in effect at these functions.

**Animal care at shows**: While at the livestock show, each student will be responsible for all feeding, care and grooming of his/her animal. Teachers will be there to help but it is the student’s ultimate responsibility.

**Responsibilities to buyers**: The student will write, gain teacher approval, and mail a “Thank You” note to the buyer of their project. Proof of the “Thank You” note must be given before the auction payment is released to the student. This is a requirement placed on the students by all livestock show board of directors. This is an important part of

your project experience.

**Unruly animals**: Unruly animals, which may cause injury to others, will not be exhibited in any livestock show and must be removed from school property.

**Equipment / trailer use**: Arrangements must be made for the use of any equipment belonging to the Ag Dept. Clippers, blowers, etc. may not be used overnight and must be returned to the supervising teacher at the end of each day. The Ag departments do not have a trailer for use by parents.

**Stolen Property/ theft**: Any equipment lost, stolen or destroyed while in the possession of a student will be replaced at the expense of the student. This includes all equipment that students borrow from the agriculture department. Students are responsible for damages on all borrowed equipment. We are not responsible for instances where you have stolen items or feed. TAKE PRECAUTIONS TO KEEP THESE INSTANCES FROM OCCURRING.

**Specific show rules**: It is the sole responsibility of the exhibitor to be familiar with all rules pertaining to his/her livestock project (this information may include weight limits, entry requirements, age, etc.). This information may be obtained from the supervising teacher.

**Records**: The student must keep a record book (AET) on all livestock projects that they raise. The student will receive instruction on keeping a computerized record book.

**Disposition of livestock after the livestock show**: All livestock must be removed from the complex the 2 weeks after the school show. All poultry will be processed after the show unless otherwise specified by the feeder. The feeder is responsible for all costs incurred for the processing of their poultry. The birds must be picked up from the facility on the designated day or the birds become property of the Chapter. **Animals left at the barn 2 weeks after the school show will be fined $25 per day unless other arrangements have been made. Animals and belongings must be out of the barn by May 4.**

**Students not returning:** Graduating seniors and/or students not intending to feed a livestock project for the following school year must remove all belongings (feed, storage containers, etc.) from the facilities by April 30th of the current school year (exception: Any approved show after that date) Anything left at the facility will be property of the agricultural science department.

**Guidelines for Feeding and Care of Animals \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Feeding Requirements**: Projects must be fed and checked for sickness in the morning and the evening. *In order for us to monitor the wellbeing and growth of the animal project:* we will require those students with projects on the school farm to attend at least two barn days a month. Barn days will be on Wed. from 4:30pm to 5:30pm. If you can make it to all of them that will benefit you and your project more. Those students that have projects at another location need to get with the supervising Ag Teacher and schedule monthly visits.

**Specific feeding information:** After the animal has been selected and put on feed, the supervising teacher will make available more detailed information on care of specific types of livestock. The student must attend the mandatory barn days to gain information and education on their specific livestock project.

**Animal welfare**: It is the responsibility of the student to provide good treatment, fresh and clean water and food, and a clean pen for their livestock project on a daily basis. Neglect of animals will NOT be tolerated.. Parents will be notified immediately if there are concerns.

**Disease prevention**: The pen must be cleaned daily for all types of livestock. This reduces fly problems. Regular worming for internal parasites and vaccination for more serious diseases are mandatory. The supervising teacher will direct each of these procedures.

**Approved livestock surgical practices**: At times it may be necessary to perform surgical procedures on livestock. Whenever possible, a veterinarian will be used to perform the procedures. However, regardless of who does the procedure, the student and parent must realize there is always the possibility for complications. The owner must accept all risk of illness or death of the animal.

**Specific information**: A more detailed procedure for feeding, care, grooming and exercise may be obtained from the supervising teacher. Remember, animals are like people, none are exactly alike; therefore, they will not be fed and cared for alike. Rations and exercise may be changed from time to time to better meet the individual needs of the animals.

**Important notice**: It is strictly prohibited to administer any type of vaccine, drug, spray, feed additive or other substance internally or externally to an animal without first receiving approval of the supervising teacher.

**Removal of animals**: The respective FFA Program reserves the right to remove any animal from the facilities if any one of the following conditions exists:

· Animal abuse or neglect in any form.

· Diseased or infected animals. Animals that are unsafe to handle.

· Students failing to observe rules.

· Animals not being fed for show purposes.

· Student is no longer involved in the program.

**Discipline Policies & Rules**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Due process for removal of Students & Projects**: The following process will be used if any conditions listed above warrant so.

1. Teacher / Student conference
2. Teacher / Student / Parent conference / Parent Phone Conference.
3. Recommendation for action by the administration / **Discipline Referral.**
4. Removal of animal(s) from the facilities.
5. **Severe Discipline Problem:** Based on the Ag Teacher’s recommendation, Administrative consultation, and depending on the severity of the offense a student can be removed immediately.

**Dress Code:**  Students should wear suitable clothing to the barn.

1. Shorts must be fingertip test. Students should not wear short shorts.

2. No Spaghetti Strap Shirts

3. No inappropriate slanders or sayings on your t-shirts

4. Students should wear closed toe shoes when at the barn for safety reasons.

Consequences:

1st Warning from Ag Teacher

2nd Contact Parent

3rd Referral at school for Dress Code violation

**Driving / Parking**: The speed limit on the barn road is 10 MPH. This must be adhered to with no exceptions. Speeding puts everyone in danger and it also causes undue damage to the road leading up to the facility. Vehicles need to be parked in a manner to allow others access to the barn. The gates should not be blocked and **no student/parent** vehicles should be parked inside the gate unless unloading animals or large amounts of feed.

**Guest Policy:** Only students and their family members are allowed at the barn. No unapproved guests are allowed at the barn. If you have to get a ride or have a guest you must have approval by one of the Ag teachers prior to the visit by at least a day. Ask one of the ASTs for a guest approval sheet or have them send a text stating that your guest can be at the barn. Remember you are responsible for your guests’ behavior. You can be disciplined for your guests’ unruly behavior / rule breaking; to the extent of being removed from the barn, program, and discipline referral.

**Other Animals At The Barn**: No other animals except the livestock projects should be at the barn. No one should bring any dogs, cats, etc. to the barn unless you have written permission from an Ag Teacher.

**Conflict Clause:** If you or a family member is the source of strife or conflict at the barn, you and your project may be removed. Failure to comply will result in denied approval to participate at livestock shows, followed by loss of membership from your FFA Club.

**Adaption Clause:** In the rare case that there is a discipline issue not covered by our barn rules, the agriculture science teachers will adapt rules to deal with the situation via guidance of the TWCP or TWHS administration. Simply claiming “it’s not in the rules” is not an excuse for poor behavior. The project barn is a part of our FFA program and extension of the school campus. **Therefore, the same rules outlined by the school and district that you are required to acknowledge and sign for at the beginning of each school year, are always observed.** A serious violation could result in a recommendation for immediate removal from the barn and FFA Program.

All Agriculture Science Teachers (From TWCP & TWHS) are an authority figures of CISD at the project barn and should be respected as such. School Administrators will administer consequences based in part of AST recommendation.

**AG Teacher Contact Information**

TWHS:

Kim Ford- [kford@conroeisd.net](mailto:kford@conroeisd.net)

281-467-0798

Pigs, Chickens, Turkeys

Aaron Rogers- [ajrogers@conroeisd.net](mailto:ajroger@conroeisd.net)

817-412-1817

Cattle

Amy Heiney- [acwright@conroeisd.net](mailto:acwright@conroeisd.net)

209-604-9280

Lamb, goat, rabbits

College Park:

Chelsey Moreland- [cmoreland@conroeisd.net](mailto:cmoreland@conroeisd.net)

832-681-6743

Cattle, Pigs, Chickens, Rabbits

Alyssa Laubacher- [alaubacher@conroeisd.net](mailto:alaubacher@conroeisd.net)

Lambs, Goats, Chickens, Rabbits

**Important Dates**

**Sept.**

**18- Steer Tag-In (Montgomery County Fairgrounds) 4-7pm, must have a picture of student with animal**

**12- Major Pig Tag orders Due $15.00**

**28- Lamb and Goat Fee Due**

**Chicken Fee Due**

**Rabbit Fee Due**

**Oct.**

**4- Major Pig Fee Due $400.00 (or amount discussed with teacher)**

**8- Fair Queen Application Due (Jr. Girl only)**

**9- Replacement Heifer Tag In (must have picture with heifer)**

**19- County Pig Fee Due $400.00 (or amount discussed with teacher)**

**30- Major Tag-In for lamb and goats, Parent must attend**

**31- All barn Fees need to be paid (all fees should be paid two weeks**

**before the animal arrives at the barn or by this date)**

**Nov.**

**27- Major Tag In for Pigs, Parent must attend**

**30- Rabbit Intent to Show**

**Dec.**

**4- County Lamb and Goat Tag-In, Parent must attend and have**

**picture of student with project**

**Jan.**

**8- County Pig Tag-In, Parent must attend and have picture of student**

**with project**

**February**

**15- Chickens Delivered**

**28- Rabbit Tag-In**

**March- April**

**29-6th Montgomery County Fair**

**For all Major Shows please look at the corresponding website to see schedule and for the fair visit www.mcfa.org**

Project Guidelines Acknowledgment Form

By signing this document you agree with the terms & conditions and the following statements: I have read the before mentioned rules. I understand them completely AND will abide by them.

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher’s Signature

Paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(This paper must be signed before your animal will be allowed at the AG Barn and turned in to supervising teachers)