



CEDAR PARK HIGH SCHOOL

AGRICULTURE SCIENCE PROJECT CENTER

RULES, FEES AND GUIDELINES

2014-2015

The purpose of the Cedar Park High School Agriculture Science Project Center is to provide an extension to the classroom instruction and maximize learning for FFA members who utilize the facility for their Supervised Agriculture Experience Programs (SAEP).

In order for all parties to best utilize the Project Center, there are rules and guidelines, which must be observed and complied with. To ensure compliance, Leander I.S.D. employees including agriculture science teachers and administrators will monitor and manage the facility.

Based on respect for each school's traditions, standards and expectations, the rules and guidelines have been established by Leander I.S.D. Due to the uniqueness of the individual schools and the needs of the individual students, the individual Agriculture Science teachers may make decisions based on the best interests of the District, the school, the student and the animal(s).

ALL PARTICIPANTS MUST COMPLY WITH THE FOLLOWING CRITERIA

1. Scope

The Agriculture Science Project Center is a part of the Leander I.S.D. and therefore, all rules and regulations found in the student handbook and code of conduct apply.

2. Liability disclaimer

Neither Leander I.S.D., its employees, volunteers, nor the FFA are responsible for damage of loss to personal property, injury of members, animal projects, guests, or family of participants.

3. Eligibility

Only FFA and Jr. FFA members in good standing may utilize the agriculture facility.

4. Guests

Only one guest under 18 years of age may accompany a student with an animal project to the facility, unless a parent or legal guardian accompanies the student.

5. Sequence of events

A student must do the following things before bringing any animal onto the project center grounds:

- a. Obtain permission from an agriculture science teacher
- b. Attend a meeting with their parent/guardian and agriculture teacher
- c. Read, understand and sign the facility agreement
- d. Pay all relevant fees in advance

6. Facility Hours

Gates and doors are to remain closed and locked at all times. No unauthorized personnel shall feed or be at the facility for any reason during hours of non-operation without express permission from an agriculture teacher or school administrator.

The project center hours are:

Week days during the school year (not holidays)	6-8:30 am and 4-10:30 pm
Weekdays outside the school year and holidays	6 a.m. – 10:30 p.m.
Weekends	6 a.m. – 10:30 p.m.

7. Access Cards

One access card will be issued to each exhibitor upon full payment of all fees. Additional access cards are available for \$5.00. If an access card is lost, the exhibitor must purchase a replacement for \$25.00. At the conclusion of the feeding periods, all access cards will be returned and de-activated. Access cards will remain the property of Leander I.S.D. and are to be considered a privilege to access the facility.

8. Animal purchase costs

The exhibitor is responsible for the initial cost of the animal as well as all expenses incurred while feeding, caring for and exhibiting the animal during the feeding period. This includes any major medical expenses (example: surgery, specific vet bills, etc).

9. Care of the animal(s)

The exhibitor is responsible for the proper care of his/her animal(s). This includes adequate nutrition and hydration for proper growth, the show ring development of the animal, cleaning the pen(s) and surrounding area, and cleaning the respective areas of the project center. Animals are to be washed in designated areas only. No person is to feed another person's animal, unless doing so as requested. Any concern about the care, or lack of care, of an animal should be addressed to the proper FFA advisor. Animals may be under specific dietary concerns as show times near and incorrect feeding may influence that specific concern.

10. Care of stalls, pens and bedding

The pen is to be maintained with adequate approved bedding. The bedding should be changed on a regular basis to ensure the health and well being of the animal project. All soiled bedding must be promptly and properly disposed in designated areas. All wheelbarrows MUST be emptied after each use.

Failure to clean and maintain pens will result in fines and/or penalties that will be deducted from the project center deposit fees.

11. Pen Assignments

Students will be assigned pens upon bringing a project into the facility. Animals must reside in assigned pens, unless an agriculture teacher approves a change. Students MAY NOT move, modify, or expand pens for any reason, unless approved by an agriculture teacher. No mechanical, wooden, electrical, metal structures or additions may be placed in pens without agriculture science teachers' approval. ALL items placed in pens must be approved prior to placement and removed immediately after the project is complete.

12. Removal of animals after shows

The exhibitor is to remove all projects from the project center within two weeks after their final show unless otherwise directed by an agriculture teacher. This rule applies to ALL animals, including breeding projects. Breeding projects that extend into another show season must receive permission to remain at the project center.

13. Animal death

If an animal project dies at the facility, it is the exhibitor's responsibility to remove the carcass within two hours of being notified of death. If the carcass is not removed within two hours, this service will be provided at the expense of the owner of the animal project.

14. Project responsibility

The animal project is the student's project and responsibility. All animal project management decisions will be made by the student/parent. Agriculture teachers are available to assist and aid a student when a student requests assistance. Agriculture teachers will closely monitor all show rules. Ethical treatment of animals is required at all times and rule violations will not be tolerated.

15. Student behavior

Students are expected to act in a mature, professional manner at all times at the project center. The primary responsibility for discipline and supervision rest with the student and his/her parents when the FFA advisor or his/her designee is not present after school hours. Students will be held financially accountable for willful vandalism or destruction of any property on the part of the student(s) commits the act. No glass containers are allowed at the project center. Broken glass can cause severe damage to a student or project.

Any activities, which endanger the health or physical well being of students, parents, teachers, visitors or animals, will not be tolerated. **Loitering or other activities not directly related to the furtherance of the SAEP will not be permitted on school grounds. ALL SCHOOL RULES RELATING TO ALCOHOL AND TOBACCO CUNSUMPTION WILL APPLY AS WELL AS ALL OTHER INAPROPRIATE BEHAVIORS.**

16. Feed and tack areas

- The safety, sanitation and the appearance of the project center are a priority.
- Feed and tack areas are to be clean and free of loose hay and open feed. Hay is not to be stored in the feed area, but in the designated hay storage area.
- A lockable container with lid will be used by each student to store feed.
- No show boxes are allowed without permission.
- Valuables should be brought to and from home, not remaining at the project center.
- Leander I.S.D. and its employees are not responsible for the theft or damage of any personal items.
- Feed and tack areas are to be kept clean and neat.
- Any valuables should be brought to and from home.
- Students will not be permitted to bring in tack not approved by the agricultural science teacher.

17. Barn clean ups

The appearance of the agriculture facility is a priority; there will be periodic "Barn clean-ups", which are mandatory for students with animal projects housed at the agriculture facility. If a student cannot attend for any reason, they are responsible for finding a suitable replacement. Each student who uses the agriculture Project Center is expected to attend all announced workdays held at the project center unless given prior absence permission by the FFA advisor. Students who do not attend project workdays may be assessed fines that will be deducted from the project center deposit. Fines will be: \$5-first absence, \$10- second absence, \$20 – third absence, \$30 – fourth absence, \$40 – fifth absence, \$50 – fifth absence.

18. Agriculture Teachers use of animals

Student projects may be used by the agriculture teachers for livestock judging practice or to teach livestock management skills such as weighing, leading, or vaccination.

19. Student eligibility for livestock shows

In order to be eligible to participate in any livestock show as an FFA student, students must meet the following requirements:

- Be enrolled in an agriculture science class.
- Have approval of supervising teacher.
- Be a member in good standing of the Cedar Park FFA Chapter.
- Attend all mandatory livestock meetings for the specific livestock project.
- Be passing ALL subjects at the time that eligibility is determined per UIL guidelines. If a student is ineligible to show due to grades, the animal is ineligible to show unless eligibility is defined differently at that show.
- Have paid entry fees on time and meet show requirements.

20. Problems and chain of command

When a problem or concern arises, the best way to resolve it is by following the established "chain-of-command." Always begin with the supervising teacher.

- Supervising teacher
- Lead Agriculture Teacher
- Assistant Principal
- Principal
- Central Office

21. Terms, conditions and consequences

The Agriculture 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 program
- Any animal housed at the project center is not shown under FFA

If the student fails to abide by any of the above-mentioned rules or guidelines, actions can be taken to remove the animal or/ban any future agriculture facility privileges. The student is subject to disciplinary action or fines for failure to comply with these rules/guidelines.

22. Notice of eviction will proceed as follows

- Written warning issued by an agriculture teacher
- Teacher/Student conference
- Teacher/Student/Parent conference
- Referral to school administrator for disciplinary action
- Immediate removal of project from the agriculture facility
- Major infractions of school, facility or student code of conduct rules while at agriculture facility may result in immediate eviction, as deemed appropriate by Leander I.S.D. administration.

23. Transportation

Students and parents must arrange transportation to and from the Agriculture Project Center.

24. Prohibited substances

Alcoholic beverages and tobacco use are prohibited on the premises at all times.

25. Trespassing

A student shall not be in another student's pen unless the agriculture teacher, responsible parent or student whose project is to be looked after gives permission.

Any student should not be in another student's pen unless the FFA advisor, responsible parent, or student whose project is to be looked after gives permission.

26. Firearms

NO FIREARMS will be allowed on the premises of the project center at any time.

27. Pets

No pets, dogs, or other domestic non-farm animals will be allowed on the premises of the project center WITHOUT THE EXPRESSED PERMISSION OF THE AG TEACHERS.

28. Deposit and Rental Fees

A \$50 refundable deposit will be required at the beginning of the feeding period. If the pens are cleaned and returned in the original condition, the deposit will be refunded when requested.

Pens must be cleaned within 2 weeks after the project is completed. All fines will be deducted from project center deposit. If fines exceed \$50, a new deposit must be paid within 3 school days. Income proceeds will be withheld until all fines are settled and the student account is in good standing.

Rental fees will be assessed at the rate of \$5 per head per month. The rental fees will be calculated at the beginning of the feeding period for each animal and the total rent must be paid in advance of arrival and penning at the project center. Rental fees are not pro-rated for partial months housing at the project center.

29. Removal of Project

If it becomes necessary to remove an animal project, the owner will have 3 days to remove it. If the animal is not removed by this time, it will be taken by the authorized agent of the school administration and marketed at the owner's expense at the nearest commercial livestock market. The remainder of the money from the sale of the animal will be sent to the owner after deductions for any outstanding balance owed to the FFA chapter.

31. Vandalism

The student is expected to respect the value of the project center. Any defacing of property or equipment will mean dismissal from the facility **IMMEDIATELY**. Students will be held financially accountable for willful vandalism or destruction of any property on the part of the student(s) who commits the act.

32. Equipment

Livestock management equipment (clippers, blowers, etc.) will be provided for student use but must be treated with care and respect. All broken or stolen equipment is to be reported immediately. All equipment is to be cleaned and returned to the proper storage area after each use. Willful misuse or damage may result in fines or loss of use privileges as well as replacement of broken equipment.

33. Adult Volunteers

Any adult who is not a school employee and plans to access the barn for any reason must complete the LISD Volunteer Process and receive clearance.

34. Penalties

Students who fail to abide by the above guidelines, or fail to maintain their pens may be fined all or part of their pen deposit and may forfeit the privilege of keeping projects at the project center in the future. In addition, fines may be assessed for missing announced workdays.