

Liberty Hill FFA

2021-2022 Officer Handbook & Application



Advisors:

Ms. McCullough

Ms. Flint

Ms. Davis

Mr. Prescott

Enclosed: Chapter officer handbook and Chapter officer application

Table of Contents

Chapter FFA Officer Candidate Letter	Page 3
Parent of Chapter FFA Officer Candidate Letter	Page 4
Overview of Liberty Hill FFA and Liberty Hill FFA Officer Team	Page 5
Chapter Officer Positions and Responsibilities	Page 6
Liberty Hill FFA Code of Ethics	Page 7
Liberty Hill FFA Officer Code of Conduct	Page 8
Code of Ethics and Code of Conduct Signatures	Page 12
Extracurricular Absences Information and Signatures	Page 13
Election Process	Page 14
FFA Officer Candidate Interview Rubric	Page 17
FFA Officer Candidate Essay Rubric	Page 18
FFA Officer Candidate Agreements	Page 19

Dear Chapter FFA Officer Candidate,

Becoming a Chapter FFA Officer is a challenging process, yet a very rewarding opportunity. Through this chapter officer candidate process, you will grow as a person and advance in leadership development and career preparation. Congratulations on deciding to run for office!

Although Chapter FFA Office takes a great deal of hard work and dedication, officers will gain experiences and contacts that will last a lifetime. The skills gained will help prepare them for future careers, opportunities in college, and leadership roles in other organizations. Chapter officers serve the Liberty Hill FFA members and advisors. They make a positive difference in the lives of many people.

This handbook is to help you prepare your candidacy for Chapter FFA Office. In it, you will find everything you need to get you on your way. Please thoroughly review all the enclosed information as you prepare for the chapter officer selection process.

Remember this handbook is only the beginning!! As a candidate, you will need to study FFA information, practice interviewing and presenting yourself in front of people. It will take your personal commitment and dedication to truly prepare for this process. You know yourself best! You know what areas you need to work on. We wish you the very best.

If you have any further questions, regarding the responsibilities of Chapter FFA Officers, or the Selection Process, please contact your chapter advisors.

Congratulations on taking the next step in developing yourself as a leader! Good luck!

Ms. McCullough Ms. Davis Ms. Flint Mr. Prescott

Liberty Hill FFA Advisors

Dear Parent/Guardian,

Congratulations on your student's interest in serving as a Chapter FFA Officer. Becoming a Chapter FFA Officer is a challenging process, yet a very rewarding opportunity. Through this chapter officer candidate process, your student will grow as a person and advance in leadership development and career preparation. You should be proud of your student's interest in leadership and service.

Although the Chapter FFA Office takes a great deal of hard work and dedication, officers will gain experiences and contacts that will last a lifetime. The skills gained will help prepare them for future careers, opportunities in college, and leadership roles in other organizations. Chapter officers serve the Liberty Hill FFA members and advisors. They make a positive difference in the lives of many people.

This handbook is to help your student prepare for the candidacy of a Chapter FFA Office. In it, they will find everything they need to get ready. Please thoroughly review all of the enclosed information with your student as they prepare for the chapter officer selection process.

Remember this handbook is only the beginning!! As a candidate, your student will need to study FFA information, practice interviewing and presenting themselves in front of people. It will take their personal commitment and dedication to truly prepare for this process. They know themselves the best and know what areas they need to work on. We wish them and you the very best.

If you have any further questions, regarding the responsibilities of Chapter FFA Officers, or the Selection Process, please contact the chapter advisors. Congratulations again on your student's success in the FFA!

Ms. McCullough Ms. Flint Ms. Davis Mr. Prescott

Liberty Hill FFA Advisors

2020-2021 Officer Handbook

Overview of Liberty Hill FFA and Liberty Hill FFA Officer Team

What is the FFA?

The FFA is a dynamic youth organization that is a part of agricultural education programs at middle and high schools. Today, student members are engaged in a wide range of curriculum and FFA activities, leading to over 300 career opportunities in agriculture.

What do the letters "FFA" stand for?

The letters "FFA" stand for Future Farmers of America; however, in 1988 the official name of the organization was changed from "Future Farmers of America" to "The National FFA Organization" to reflect the growing diversity of agriculture.

The FFA and Agriculture Education:

FFA members are part of a total agricultural education program that connects students to exciting careers in the science, business, and technology of agriculture. FFA is only one of the three essential components of the program, all of which work together to provide members with leadership, academic and career experiences essential for success.

Premier Leadership, Personal Growth, and Career Success:

None of us are born leaders, but the Liberty Hill FFA can help you become one. FFA members who become a part of the Liberty Hill FFA officer team will strengthen their public speaking ability, improve their decision-making skills, learn to manage their time, and discover how to respect themselves and gain respect from others. Premier leadership, personal growth, and career success is developed throughout the FFA program – chapter meetings, camps, conventions, leadership conferences/workshops, officer training, and leadership development events.

Chapter Officer Positions and Chapter Officer Responsibilities

There will be a minimum of seven (7) chapter officers for the school, as decided upon by the officer election process. **Students who run for an office but do not get one of the 7 offices will be required to run a committee or be on a committee.** The Officer Team will set those committees at Officer Retreat. Those individuals that run committees will be asked to be a part of all planning meetings that involve their committee and work closely with the officer team.

Election results for the Liberty Hill FFA Chapter Officer team will be available in the Ag Dept. Office and viewable at request. The duties of each position of office are stated below and come from the Liberty Hill FFA Constitution and Bylaws:

All Officers: It shall be the duty of all officers to fulfill the responsibilities described in the officer contract adopted by the chapter and agreed to by each officer at the time of declaring candidacy for chapter office.

- **President:** The president shall preside at all of the chapter's meetings, shall sign all official documents or authorize execution of said documents, appoint student committees and serve as an ex-officio member of all student committees, coordinate all chapter operations, represent the chapter in official functions and perform other such duties as usually pertain to the office of president.
- **Vice President:** The vice president shall perform the duties of the president in the event of the disability, death, resignation, removal or other inability of the president to perform such duties, develop the chapter's program of activities, coordinate the operations of all student committees, serve as an ex-officio member of all student committees and perform such other duties and further duties as may be imposed upon him or her by the chapter.
- **Secretary:** The secretary shall make and keep correct records or minutes of proceedings of the chapter and executive committee, prepare and post the meeting agendas, file reports, maintain member activity records, issue membership cards, update policy documents as directed and perform such other duties and further duties as may be imposed upon him or her by the chapter.
- **Treasurer:** The treasurer shall have responsibility for accounting of all funds and property of the chapter. The treasurer shall provide direction and oversight to any and all who handle the monies of the chapter, assuring that the financial policies of the chapter and Liberty Hill Independent School District are followed completely, shall present a proposed budget at a regularly scheduled or specially called chapter meeting, present monthly financial reports at chapter meetings, chair the budget and finance committee and perform such other duties and further duties as may be imposed upon him or her by the chapter.
- **Reporter:** The reporter shall chair the chapter public relations committee and develop public relations strategies to accurately define the public image of the agricultural education program and FFA chapter, develop or cause to be developed press releases concerning chapter activities, maintain or cause to be maintained a chapter website, develop working relationships with all local and school district media, ensure a complete photographic record of all chapter activities and perform such other duties and further duties as may be imposed upon him or her by the chapter.
- **Sentinel:** The sentinel shall have responsibility for all meeting related equipment and shall maintain an inventory of all such equipment, ensure that all meeting and social venues are ready to receive members and guests prior to each function, take charge of candidates for degree and award ceremonies, assist the president in maintaining order, ensure a welcoming environment for guests and perform such other duties and further duties as may be imposed upon him or her by the chapter.
- **Student Advisor:** The student advisor will supervise chapter activities year-round, inform prospective students and parents about the FFA. The student advisor will instruct students in leadership and personal development as well as build school and community support for the program. They should encourage involvement of all chapter members in activities and help to prepare students for involvement in contests and awards programs.

FFA Code of Ethics

FFA members conduct themselves at all times to be a credit to their organization, chapter, school, community and family. FFA members pledge to:

1. Develop my potential for premier leadership, personal growth and career success.
2. Make a positive difference in the lives of others.
3. Dress neatly and appropriately for the occasion.
4. Respect the rights of others and their property.
5. Be courteous, honest and fair with others.
6. Communicate in an appropriate, purposeful and positive manner.
7. Demonstrate good sportsmanship by being modest in winning and generous in defeat.
8. Make myself aware of FFA programs and activities and be an active participant.
9. Conduct and value a supervised agricultural experience program.
10. Strive to establish and enhance my skills through agricultural education in order to enter a successful career.
11. Appreciate and promote diversity in our organization.

Adopted by the Delegates at the 1952 National FFA Convention.

Revised by the Delegates at the 1995 National FFA Convention

Liberty Hill FFA Officer Code of Conduct

It is both a privilege and responsibility to be elected an officer of the Liberty Hill FFA Chapter. The following guidelines are written to help you approach the year with a clear understanding of what is expected.

We will conduct ourselves at all times in order to be a credit to our organization, chapter, school, and community by:

1. Observe both the National FFA Code of Ethics, as printed in the Official FFA Manual and the Liberty Hill High School Student Handbook.
2. Memorize and understand what their parts are in opening and closing ceremonies.
3. Those elected to the office of Treasurer, Secretary, and Reporter must maintain and submit officer books.
4. Strictly forego any use of alcohol, tobacco, drugs and profanity.
5. Pay their membership dues for the current school year.
6. Set an example for other members through positive actions both inside and outside of the classroom.
7. Maintain a professional relationship at all times with other officers, teachers and administrators.
8. Maintain high academic achievement by carrying a minimum 3.0 GPA at all times.
9. Attendance rate must stay above 90%. (Excused absences for school activities, doctor's note, etc. are not included)
10. Follow instructions given by the FFA advisors and other high school faculty.
11. Be willing to make the Liberty Hill FFA chapter your first priority for the coming year.
12. Always arrive on time to all FFA activities, meetings and required functions of Liberty Hill FFA Officers.
13. Be punctual and prepared for all assignments and activities.
14. Avoid places and/or activities that, in any way, raise questions as to your moral character.
15. Accept suggestions, feedback, and criticism in a mature manner.
16. Follow accepted standards of behavior and etiquette in public places.
17. Never disrupt school or an FFA Activity in a manner that goes against the Code of Ethics.
18. Absolutely zero visits to ISS or DAEP.
19. Absolutely no illegal or illicit behavior will be tolerated.
20. Complete all assigned officer tasks by appropriate deadlines and make every effort to assist the other members of the team with their assignments.
21. Always wear proper official dress and communicate a positive attitude about wearing official dress.

-
22. Participate in chapter officer planning meetings (POA/Retreat/Officer Meetings), and at least 5 of the following activities: State FFA Convention, FFA Leadership Camp, at least one LDE, at least one CDE, all fundraisers (*required fundraiser amounts will be established and outlined by the officers and advisors after fundraisers are identified*), Chapter Banquet, District Convention, Area Convention and State Convention.
 23. Observe all of the above guidelines in all areas of life for the coming year. **You represent this chapter 24 hour a day, 365 days a year.**

Furthermore, it is the responsibility that all officers:

1. Refrain from speaking negatively about anyone.
2. Refrain from reckless operation of motor vehicles, including speeding.
3. Plan ahead to be in attendance at all chapter activities. Notify the advisors as soon as possible if you will not be able to attend.
 - a. Attend the Chapter Officer Retreat on **TBD** (*This should take place in June*).
 - b. Attend Texas FFA State Convention from July 6 through July 10, 2020 in Dallas.
4. Keep your advisors informed of any problems you encounter or mistakes you make.
5. Become knowledgeable about agriculture, agribusiness, agricultural education and the FFA.
6. Understand UIL rules on attendance eligibility and district rules on maximum absences. See page 18 for more information on UIL Eligibility.
7. Attempt, through preparation and practice, to develop yourself into an effective public speaker.
8. Be prompt and consistent in completing all assignments.
9. Periodically evaluate your personality and attitudes, making every effort to improve yourself.
10. Maintain and protect your health.
11. Treat **ALL** FFA members equally, not favoring one over another.
12. Behave in a manner that conveys and commands respect.
13. Maintain dignity while being personable, concerned and interested in the people around you.
14. Serve as a member of the team, always maintaining a cooperative attitude.

As an officer team we will:

1. Be as open as possible.
2. Respect the differences that we will have and support each other's ideas.
3. Show respect for the rights of others and being courteous at all times.
4. Be supportive rather than judgemental.
5. Be honest and not take unfair advantage of others.
6. Respect the property of others.
7. Attend meetings promptly and respect the opinion of others in discussion.

-
8. When team members miss a meeting, we will share the responsibility for bringing them up to date.
 9. Learn to acknowledge problems and deal with them. Within our group, we have the resources we need to solve any problem that arises. This means we all contribute.
 10. We will address officer team concerns directly and openly, in a timely fashion. We will focus on the task and process, not on the personalities involved.

In addition to these guidelines set out by our national organization, we will also meet and exceed the expectations of our local organization as outlined below.

1. Follow all school policies regardless of if we are at a local, regional, state or national event. This includes the drug and alcohol policy. We understand that students who do not adhere to school policies may be sent home at the expense of the parent.
2. Students are expected to act appropriately at all times and respectfully. We understand that we are representing our chapter, school, and community to the best of our ability.
3. Students should plan to follow any given instructions from the chaperone without question.
4. Official dress prevents students from using foul language, wearing hats, or any other offensive behavior as deemed by supervising staff.
5. Any discretion from these guidelines may result in immediate dismissal from the FFA activity at the family's expense.

In the event an officer has a problem following these guidelines:

1. The advisors shall meet with the officer in question privately and discuss the situation.
2. If the officer continues to display problems meeting the requirements of this agreement, a written notice will be sent to the officer, the officer's parents, and the high school administration. At that time, a meeting will be held between the advisors, officer and parents to resolve the situation.
3. If problems continue, a meeting, including an administrator, will be arranged to discuss dismissal, or the officer's resignation.

In the event an officer no longer wishes to serve as an officer:

1. The officer shall submit an official letter of resignation stating their reason for vacating their duties to the advisors or Chapter President.
2. The advisors shall meet with the officer in question privately and discuss their intent and the situation.
3. The officer team will be presented with the request for resignation and will decide as a team how to divide the remaining responsibilities from the vacated position.
4. If the officer in question wishes to be reinstated to their office, they shall submit a letter of intent to the Chapter President and the officer team will have full power to accept or deny reinstatement in a private meeting with the advisors.

Discipline Guidelines

All Chapter FFA Officers will be placed on behavior contracts for any of the offenses listed below. The Chapter Officer is allowed two chances to improve their behavior, with the third offense resulting in removal from the team.

Offenses:

- Not abiding by the FFA Code of Ethics or Code of Conduct.
- Unexcused absences: Anything but an illness or family emergency.
- Receiving discipline referrals from school administration or faculty/staff.

Offenses could result in the immediate removal from Chapter Officer Team

- Use and/or possession of alcohol or drugs or any paraphernalia of either.
- Use and/or possession of tobacco/nicotine or paraphernalia of tobacco/nicotine.
- Stealing or possession of stolen goods.
- Use and/or possession of weapons.
- Attending a different school or enrolling in Learning Center, or being placed in DAEP.
- Defiance of school faculty and/or staff.
- Two grading periods below a 3.0 GPA.
- Fighting.
- Receiving school discipline referral.

The parent and/or officer has the right to request a hearing regarding this action. The hearing process will be handled according to Board Policy FNG (local).

I have read, studied, and understand the above points. As an elected officer of the Liberty Hill FFA, I will carry out my responsibilities in accordance with these statements and understand that I can be suspended or removed from office if I do not satisfactorily follow these established standards. I as well understand that my attendance and my academics at school are my top priority and that I will follow the UIL requirements on eligibility.

Candidate Printed Name: _____

Candidate Signature: _____

Date: _____

Guardian Printed Name: _____

Guardian Signature: _____

Date: _____

Advisor Signatures:

Ms. McCullough: _____

Date: _____

Ms. Davis: _____

Date: _____

Ms. Flint: _____

Date: _____

Mr. Prescott: _____

Date: _____

Extracurricular Absences
(taken directly from UIL Handbook)

In accordance with the provisions of the Texas Education Code, §33.0811, the number of times that a school district may allow a student to miss a class for extracurricular participation during a school year shall be determined by the school district board of trustees. Each school district must maintain an accurate record of extracurricular absences for each student in the school district each year.

The UIL Legislative Council has adopted the following resolution regarding extracurricular absences for UIL activities only:

The Legislative Council of the University Interscholastic League has taken the position that the previous state law mandating a maximum of ten absences through district competition, a maximum of five absences for post-district competition, and a petition to the UIL requesting a maximum of two additional absences for UIL state competition only, is educationally sound.

The Legislative Council strongly encourages school districts to adhere to a 10/5/2 day absence policy for participation in UIL activities.

I understand and will adhere to the extracurricular activities absences rule of Liberty Hill ISD and will be in compliance.

Candidate Printed Name: _____

Candidate Signature: _____

Date: _____

Election Process

1. Candidate MUST go through the outlined officer selection process. This process comes straight from the Liberty Hill FFA Chapter Bylaws and states the following:

ARTICLE III – Procedures for Electing Officers

Section A. The chapter shall adopt rules related to the election of officers which shall include, but not be limited to, the designation of the elections committee, filing deadlines, application forms, testing procedures, and election date.

Section B. Qualified members shall declare intent to be considered for the chapter office by filing the required forms by the prescribed filing deadline pursuant to the rules adopted by the chapter.

Section C. Officer will be elected on the following basis: 50% Interview/Application 20% Test 15% Essay 15% Speech/Vote. Interviewers and Essay graders must be representatives from outside of Liberty Hill ISD Agriculture Science Department for it to be official. As well, the highest-ranking senior officer for the current year that the elections take place will sit in on the interview process.

Section D. All written materials related to a chapter election shall be deposited and retained in a secure location for no less than 30 days following the announcement of election results.

Section E. Appeals or protests related to a chapter election shall be filed pursuant to the grievances procedures of the Liberty Hill Independent School District.

Section F: The determination of what office each applicant will be placed is as follows:

- The top 2 highest-ranking applicants from the entire process will be placed as President and Vice President.
- After those 2 individuals have been determined, the remaining positions will be determined on how each applicant ranked the positions in their application. In the application, applicants will have to rank all 6+ positions in the order they would like to have them. Then, during the time that officer positions are being determined the chapter will go down the list of who ranked the highest in the election process and from highest to lowest applicants will choose their position.

2. Interview/ Application (50%)

- The application is included in this packet and is to be completed, typed, and turned in by **April 9th.**
- Applications must be in a minimum of a 1/2-inch ring binder and include
 - Handbook and application

-
- Letter of recommendation in the inside pocket
 - 1-page statement of intent (typed) on why you want to be an officer
 - Applications will not be accepted after this date under any circumstances. You may use as much space as you need to answer each of the questions in the application. As advisors, we advise that you never answer a question without a complete sentence.
 - The interview process will occur on April 15th.
 - The interview process will occur as stated in the Chapter Bylaws:
 - There will be at minimum 3 interviewers outside of the Liberty Hill High School Agriculture Department.
 - The current year's highest-ranking senior officer will also sit in on the interview process but will not score any of the candidates.
 - The order of officer candidates interviewed will be determined before the process begins by drawing numbers from a hat.
 - The rubric that will be used in the interview process is included on the next page of this handbook. All three interviewers will use the same rubric. All three of their scores will be tallied together. Each Interviewer can give the candidate a score as high as 100 for a total possible combined score of 300 points that will make up 50% of the officer election process.

3. Test (20%)

- The test will consist of any material that is used for the State FFA Quiz Contest. References that will be used for the test include:
 - Parliamentary Guide for FFA
 - Official FFA Manual
 - Texas FFA Leadership Guide
 - Farm Facts
 - Texas Farm Facts
 - Texas FFA Current Events and Issues Briefs.

All of the above references can be found online at the Texas FFA Website or the National FFA Website.

- The Test will be 120 questions (each question will be worth one point each):
 - 70 parliamentary
 - 25 Manual
 - 25 leadership Guide/Farm Facts/Current Events.
- The test for the officer election process will occur on April 19th.

4. Essay (15%)

- The essay will be over a topic determined by the advisors and the highest-ranking senior officer from the current year.
 - This year's topic will be given out on the day that the essay and test are administered.
 - Essays will be read and scored by a representative outside of Liberty Hill ISD Agriculture Science Department.
 - Essays will be typed, 2-page minimum/3-page maximum, double-spaced, 12pt font and Times New Roman style font.
- The essay for the officer election process will occur on **April 19th**.

5. Speech/Election (15%)

- The speech and election will take place in April, which will be given in person or electronically.
- This is the last process that will be tallied into the officer election process.
- Each candidate will give a 1-2-minute speech to the chapter on why they want to be an FFA Officer for the Liberty Hill FFA Chapter.
- The order of candidates giving their speeches will be determined by drawing numbers from a hat prior to the meeting.
- Each officer will have to write their speech out and get the approval of their speech before presenting and/or recording it to assure that candidates are staying within school-appropriate behavior in their speeches. **There will be no help given on any speeches from the FFA advisors.**
- Speeches are to be turned into Ms. McCullough by email for approval by **April 22nd**.
- After every candidate has given their speech the chapter will vote. Each chapter member will vote for 3 candidates.
- Any act of plagiarism noticed during review or when speeches are given will result in immediate disqualification from all involved.
- Votes will be tallied and included in the Election Process.

Officer Interview Rubric

Criteria	Excellent (5)	Above Average (4-2)	Average (1-0)	Weight	Total
Official Dress and Grooming	~Business-like black pants/skirt, shined black shoes, white shirt or blouse, official tie/scarf, black socks, nylons, and jacket zipped to the top. ~No more than three medals are on the jacket. ~Makeup and other accessories are not excessive.	~All of official dress in place with the exception of one or two items. ~Applicant is neat and well groomed. ~More than three medals are on the jacket. ~Makeup and other accessories are not excessive.	~All of official dress in place with the exception of two or more items. ~Excessive makeup and/or other accessories. ~More than three medals are on the jacket.	X 1	/ 5
Poise	~Candidate had excellent poise, body posture, good attitude, confidence, and at ease before committee.	~Candidate had good poise, body posture, attitude, confidence and at ease before committee.	~Candidate had average poise, body posture, attitude, confidence and seemed to be comfortable with judges.	X 1	____/ 5
Delivery of Answers	~Answers were organized and easy to follow, language was appropriate, had excellent closure.	~Answers appeared to be organized and easy to follow, language was appropriate, good closure.	~Answers were not very well organized or easy to follow.	X 4	/ 20
Content of Answers	~Answers consisted of important and appropriate subject matter that related to the question asked.	~Answers were questionable and/or somewhat related to the question asked.	~Answers consisted of subject matter that did not relate to the question asked or were not appropriate.	X 4	/20
General Effect	~This candidate would represent FFA extremely well.	~This candidate would represent FFA well.	~This candidate would not be a good representative of the FFA.	X 2	____/10
Application	~This candidate answered every question to the fullest. There were not any answers that this candidate did not take serious or spend time answering.	~This candidate answered every question well. Spent time on most of the questions and did not rush through the application.	~This candidate rushed through the officer application and did not spend time on the application.	X3	____/15
			Total		____ / 75

Officer Essay Rubric

Criteria	Excellent (5)	Above Average (4-2)	Average (1-0)	Weight	Total
On Topic	~This candidate excelled in staying on topic. Answered the topic question to the best of their ability and did a thorough job in giving accurate and valid information on the certain topic.	~This candidate did an above average job in covering the topic. Understood what was being asked of them but could have put in more effort to make it to the best of their ability.	~This candidate did not do a good job of staying on the topic and covered information that was not relevant to the topic question.	X 2	/ 10
Spelling & Grammar	~Excellent spelling and grammar with absolutely zero mistakes.	~Very minimal mistakes in their spelling and grammar.	~Did not proof read or check for spelling and grammar issues at all and left many mistakes in this area.	X 2	/ 10
Knowledge of FFA	~Understands what the FFA is, history, purpose and would be able to tell a new member all about FFA.	~Knows what FFA is but needs to work on their knowledge of FFA and background information of the organization.	~Has very little to no knowledge of the FFA.	X 3	/ 15
Knowledge of Liberty Hill FFA Chapter	~Knows our goals in our chapter. What we stand for here at Liberty Hill and can tell you what we excel in, what we can work on and has the knowledge to pick up where this chapter sits and lead it.	~Knows enough about our chapter that they can get a quick understanding of where we are as a chapter.	~Has no understanding of our chapter or where we are as a program.	X 4	____/20
Shows Leadership Through Writing	~While reading their paper they obviously show leadership as an individual and do so through their writing.	~Shows some leadership in their writing and has the potential to lead this chapter.	~Shows little to no leadership in their writing and you would find it hard for them to help lead this chapter.	X 4	/20
			Total		____ / 75

FFA Officer Candidate Agreement

I understand I am responsible for my duties as a chapter officer and will uphold them to the best of my ability. I have read and understand the information presented in the Liberty Hill FFA Chapter Officer Handbook. I have completed the officer application honestly and accurately to the best of my ability, and I have completed the Statement of Intent, secured a Letter of Recommendation, and completed the Officer's Contract and Code of Conduct. Upon my election, I understand I am required to be at all officer team meetings, on time, or will fall subject to the consequences associated with absence and tardiness. I am aware that repeated absences from required functions will result in me being dismissed from the officer team early. **My presence at the officer retreat is mandatory!**

Applicant Signature: _____ Date: _____

I _____, hereby approve of my son/daughter, _____, running/becoming a Liberty Hill FFA Chapter Officer for the 2020-2021 school year. I realize that s(he) is responsible for their officer duties and will uphold them to the best of their ability. I have read and understand the information presented in the Liberty Hill FFA Chapter Officer Handbook. I further understand my child is required to be at all officer team meetings, on time, or will fall subject to the consequences associated with absence and tardiness. I am aware that repeated absences (no more than three) from required functions will result in my student's early dismissal from the officer team. **His/her presence at the officer retreat is mandatory!**

Parent/Guardian Signature: _____ Date: _____

STUDENT PROFILE

To be filled out by the candidate's assigned Assistant Principal

Attendance: Meets the 90% attendance rule for the 2019-2020 school year

Please circle: Yes No

Discipline: Candidate follows all rules and regulations of the Board of Education, the school administration and faculty. Candidate is courteous and polite at all times and contributes to a good, positive school climate.

Please circle: Yes No

Does the candidate have any disciplinary problems for the 2019-2020 school year, such as ISS or DAEP?

Please circle: Yes No

Assistant Principal Signature: _____

To be filled out by the candidate's assigned Counselor.

Grades: The candidate can maintain a 3.0 GPA or higher.

Please circle: Yes No

Current GPA: _____ (checked by Counselor)

Counselor: _____

STATEMENT OF INTENT

CERTIFICATION OF AUTHENTICITY

I certify that this application is true to the best of my knowledge and belief.

I understand that I subject myself to disciplinary action or disqualification from the 2020-2021 Liberty Hill FFA officer team in the event that this application is plagiarized and/or found to be falsified.

Applicant Name: _____

Applicant Signature: _____

Date: _____