



**Forreston High School FFA  
Handbook  
2022-2023**





## HANDBOOK OF THE FORRESTON HIGH SCHOOL FFA



### PHILOSOPHY

The Forreston FFA Chapter will strive to be a quality FFA program, and grant many opportunities for students to take part in on the local, state, and national level. There will be benefits for all students involved with the variety of contests, conferences, conventions, activities, and trips. By being an active member of the chapter, students will gain life skills that will not only help them in school but also in life. Some of those skills include; social skills, decision-making, parliamentary procedure, public speaking, creating goals, interviewing, and successful time management. FFA will allow the students opportunities for success, to meet new people with similar interests, and to travel. The Forreston FFA Chapter will produce well-rounded, well educated young adults that will learn skills, through hands' on experiences, necessary for success in their careers, their communities, and in their life. FFA will make a difference in the lives of students by developing their potential for premier leadership, personal growth and eventually their career success.

### ARTICLE I – Name

Section I. The name of this organization shall be the Forreston High School FFA.

### ARTICLE II – Membership

Section I. The FFA leadership shall consist of a faculty advisor and officer team.

Section II. All FFA Members must be enrolled in a Forreston High School agriculture class (or must prove a scheduling conflict as this is a state and national membership rule) and must maintain passing work in all classes or must be suspended as an FFA member until the grades are at passing level. If a student is caught with any form of alcohol, tobacco or other drug, the student will be removed from their position in FFA in addition to any school consequences. If a student is continuously being a discipline problem, he or she may also be suspended from FFA for a length of time determined by the advisor and principal.

Section III. Members will be selected to attend contests, conferences, and conventions by the following:

- A. Student Interest
- B. Practice Attendance
- C. Student Performance
- D. FFA Points Program kept by the Advisor and Secretary
- E. Behavior Outside as well as Inside the Classroom
- F. Grades in all Classes

## G. Student Class Participation

### **ARTICLE III - Dues**

Section I. Dues are \$20. By paying dues you become a Chapter, Sectional, State, and National FFA Member. As the year progresses, dues will be adjusted to reflect the time remaining in the school year. If a member joins in January, they will only owe \$10 dues.

Section II. Members should pay their dues at the beginning of the year or beginning of a person's membership in the chapter.

### **ARTICLE III – Officers**

Section I. The officers shall be the President, Vice-President, Secretary, Treasurer, Reporter, Sentinel, and Historian. The members running for office as a group will decide if they want to keep the following traditional officers listed in Section II or if they would work better in a general officer team. This will be decided in the interviews discussed in Article IV.

Section II. Officers:

**President:** The president shall preside over meetings and represent the chapter in official and public relations functions. Schedule monthly officer meetings. Prepare and post the agenda for officer meetings. Serve as chair of the FFA Foundation Drive and the FFA Banquet Committee

**Vice – President:** Assume all duties of the president if necessary. Chairman of the Program of Activities and make the final submission of the National Chapter Award to the Advisor. As well as serve as chair of the FFA Week Committee.

**Secretary:** Prepare and post the agenda for each chapter meeting as well as prepare and present the minutes of each chapter meeting. Assume all duties of keeping an active roll of members. Help the advisor keep the FFA points up to date. Serve as the chair of the Building Communities Committee and the Test Plot Committee.

**Treasurer:** Help the advisor receive, record and deposit FFA funds and issue receipts. Collect dues and issue receipts. Present the monthly treasurer's report at the chapter meetings. Serve as chair of the Strengthening Agriculture Committee and Fundraising Committee.

**Reporter:** Release news and information about the FFA to local, area, and state news media including stories, reports, photographs, and articles., as well as serve as the chapter photographer.

Sentinel: Assist the president in maintaining order. Keep the meeting room comfortable and assist with special features and refreshments. Welcome guests and visitors. Serve as co-chair of the Growing Leaders Committee.

Historian: Prepare and maintain a chapter scrapbook. Serve as chair of the Scrapbook Committee and co-chair of the Growing Leaders Committee.

Section III. Officers are required to attend all FFA activities (activities include: FFA meeting, member events, CDEs that a student has already signed up for or any event the advisor deems required) unless given prior approval to miss from the advisor.

Section IV. An officer who misses two consecutive FFA events will serve a 30-day suspension from their office.

Section V. An officer who misses 3 consecutive or a total of 5 FFA events for **any reason** will be removed from office. This includes officer meetings, required Alumni meetings, or other FFA activities as defined by the advisor.

Section VI. Any officer that is ineligible from extra-curricular school activities for more than 1 semester will be removed from office.

#### **ARTICLE IV – Elections**

Section I. A committee composed of current senior officers, the FFA advisor, and guest teachers/administrators will interview candidates after candidates have submitted an officer application. The committee will then slate the candidates as officers and allow the members to approve the given slate.

#### **ARTICLE V – Meetings**

Section I. FFA meetings will be held at the discretion of the advisor. Every attempt will be made to have monthly meetings.

Section II. The officer team shall meet once a month unless notified by the president or the advisor. If officers are enrolled in agriculture classes, FFA business may be discussed at that time.

Section III. The president, the advisor, the principal, or a majority of the officer team may call special meetings.

#### **ARTICLE VI – Official Dress**

Section I. Official dress will be worn whenever appropriate.

Section II. Male Official Dress: Black dress shoes (not tennis shoes), black socks, black dress pants (not jeans), white collared button-down dress shirt, dark colored tie, and Official FFA jacket. No hats of any kind.

Section III. Female Official Dress: Black closed-toe dress shoes (no tall boots), black nylons, knee length black skirt or black dress slacks, white collared button-down dress shirt, FFA scarf, and Official FFA jacket.

## **ARTICLE VII – Conduct**

Section I. Members need to keep in mind that they are representing the Forreston FFA Chapter as well as the Forreston High School at all times when participating in FFA events.

Section II. If a member is inappropriately representing the FFA Chapter or school while attending FFA events, their parent or guardian will be contacted and expected to pick up the student immediately.

## **ARTICLE VIII – Forreston Trap Team**

Section I. Membership shall be held with the Forreston FFA to participate on the trap shooting team. (See article II & article III)

Section II. Forreston Trap Team members shall participate in FFA fundraisers and meetings. (See article V and article VII)

Section III. Firearms need to be owned by a family member of the student participating. If a student and/or family member does not own a firearm the student may use one of the firearms owned by the FFA Alumni which is registered in the FFA advisor's name. This firearm will be transported to competitions by the advisor or parent and will be returned to the advisor after every competition.

Section IV. Forreston Trap Team members will follow the rules set in place by the Illinois Clay Target League. (Which includes: All student athletes are required to complete and submit certificates for either one of two League-approved firearm safety certification programs – a state-approved hunter education certificate or the League's SAFE Certification.)

Section V. The trap team head coach/coaching staff, FFA advisor and school administration reserves the right to remove any student from the team who is being unsafe during practices or competitions, any student who is making inappropriate comments either in person or online. After being removed from the team the student will no longer participate during that year and rejoining the team the following year will be evaluated by personnel listed above.