

**Hallsville FFA &
Agriculture Science**

**Livestock Exhibitor Handbook &
HISD Ag Farm Contract**



Agriculture Science Teachers

Amber Killeen

Josh Shafer

Haley Simmons

Andrea Nordman

Hallsville ISD Ag Farm Facility And Livestock Policies

Purpose

The purpose of the Hallsville ISD Agriculture Program Livestock Facility (Ag Farm) is to enhance and expand the student's knowledge and skills associated with their supervised agricultural experience projects. The complex is open to Hallsville high school students who are enrolled in an Agriculture Science course and are members in good standing with the Hallsville FFA Chapter. **Any projects kept at the Ag Facility must be approved through the agriculture science teachers.** Through combined efforts of the student, parent/guardian, and the Ag Science Teachers, the student will leave with the knowledge and skills it takes to be successful in the workplace and life.

General Information

The raising of livestock as a project is the most popular Supervised Agricultural Experience program (SAEP) that is conducted as part of the FFA program. The project is a cooperative effort of the student, parent/guardian, and FFA advisors. It is designed to be an educational tool outside of the traditional classroom environment. Its 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 any livestock project at the Ag Farm is a student privilege, **NOT** a 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. Most animals are of commercial quality and therefore are rarely suited for exhibition in the show ring. Only those animals of superior confirmation should be selected. Therefore, the Ag science teachers shall assist in the selection and ultimately approve the animal purchased and housed at the Hallsville Ag farm.
- 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 opportunity. The ultimate purpose of the livestock project is for a student to learn and understand those approved practices that will always allow an animal to reach its full genetic potential. Learning the meaning of

responsibility, time management, record keeping, and financial management are other outcomes of the project.

Students are not required to keep their animal projects at the Ag Farm. If the student has the means to house their animal project in a more convenient location, then it is highly encouraged to do so. However, if a student chooses to keep their animal project in a location other than the school facility, they should understand the following:

- The project will not be seen by an Agriculture teacher on a daily basis, as it would at the school facility,
- Students will have to provide their own transportation for that animal to and from the school facility for reasons such as using scales, clipping, and preparing to leave for an out of town show.
- Teachers will schedule project supervision visits on a regular basis and will need to come visit the animal project along with the student and parent/guardian.
- All animal projects shall be housed within Hallsville Independent School District boundaries unless permission and approval is given by an Ag Science teacher for a project to be housed outside of the district.

Eligibility

The following is a list of eligibility requirements to use the Hallsville Ag Farm Facility.

- The student must be enrolled at Hallsville ISD.
- As per HISD policy, students enrolled as remote/online learners are not allowed to participate in extracurricular activities and therefore are not eligible to exhibit livestock projects under the Hallsville FFA.
- Student is enrolled in an Agriculture Science class and is an active member of the Hallsville FFA Chapter or Hallsville Jr. FFA.
- All projects must be approved by the Agriculture Science Teachers **BEFORE** arrival at the Ag Farm.
- There is limited space for animals at the Hallsville Ag Farm. The following is the order of preference to be followed in determining which students are able to house their projects at the school facility:
 - Members of Hallsville FFA, based upon years of active membership in FFA.
 - Members of Hallsville Junior FFA, based upon years in Jr. FFA.

*****Once an animal is housed at the Facility, it will not be removed for the reason of making room for another student*****

Charges

There will be a \$50 pen rent fee administered per animal per feeding period for the use of the Hallsville Ag Science Facility. This fee will not exceed \$100 for an individual or a family housing multiple livestock projects at the Ag Farm. FFA members will be financially responsible for all costs associated with the feeding, daily care and health of their project. *(i.e. feed, hay, supplements, skin/hair care, vet bills, show supplies, and bedding material)* Parents and FFA members will also be responsible for any damages to the school facility caused by the student or the animal.

Ag Farm Conflicts/Parent Concerns

When an issue arises at the Ag Farm, parents and exhibitors should follow the proper “chain of command” for expressing grievances or problems at the Ag Farm. Always begin with the supervising teacher.



HHS Ag Science Teacher Supervision Duties

- Mr. Shafer - Swine projects and Ag Farm Supervisor
- Mrs. Killeen - Cattle, poultry, & rabbit projects
- Ms. Simmons - Lamb & Goat Projects

Student Responsibility

Students will assume full and complete 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 removing dirty/wet shavings and adding new fresh bedding. This also includes removal of all manure and any other excrement or spilled feed. The student and parent will receive a warning for the first offense and be given 24 hours to clean the area. After the first offense, the same process will occur, along with a discipline referral to the assistant principal. Those students who do not cooperate must remove their animals from the facilities after the 3rd offense and a teacher/administrator conference with the student and his/her parent or guardian.

Students will be assigned to weekly rotations to clean and maintain “common areas” which include: alley ways, entrances, wash racks, trash cans, scales, trailers, etc. Rotation assignments will be posted in each barn. This will be mandatory and part of the responsibility of each student keeping animals at the facility. Failure to carry out these responsibilities will result in disciplinary action taken against the student and he/she may be required to remove their livestock project from the premises.

If using shavings, shavings will need to be disposed of in designated areas and spread out to no more than 3 inches tall. **DO NOT** pile them up in large mounds.

****All shavings must be disposed of in the area(s) designated by the supervising Ag Science Teacher****

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.

Farm Clean Up Days

Students will be assigned additional duties on specific days. They will be responsible for general livestock sanitation in the total livestock facility including fly control and disease prevention. Any student who does not attend barn clean up days will be given warnings as mentioned above, and failure to comply will ultimately result in being removed from the facility. If a student cannot attend a barn clean up day, they must make arrangements with their agricultural science teacher **PRIOR** to the event. Work and outside of school activities are not an excuse for missing farm clean up days.

Projects

Projects at the Hallsville Ag Science Facility may include:

- Sheep
- Swine
- Goats
- Chickens
- Rabbits

There is a limited space available at the facility. Students may only be allowed to house a certain number of animal projects at the Ag Farm, This will depend on the availability of adequate pen space for all students. Any and all projects must be approved and supervised through the Agriculture Science Teachers **BEFORE** they arrive on the premises.

Pen Assignments

Each student will be assigned a pen by the Agriculture Science Teachers. There will be no changing of pens without approval from the AST. If pen space becomes an issue, sharing of pens may be required.

Animal Welfare

Each student is solely responsible for ensuring the proper health of their animal project. This includes, but is not limited to:

- Abuse of animals
- Daily feeding and watering
- Daily cleaning of animal pens
- Any required veterinary care
- Regular working / exercise

Daily Care Requirements

Projects will be fed and checked for sickness twice each day between the hours of **5am-8am and 5pm-8pm seven (7) days a week.** Pens must be cleaned daily to provide the cleanest, healthiest environment for the animal to live in. In order for us to help monitor the well being and growth of the animal project we will require those students with projects at the Hallsville Ag. Science Facility to keep a journal or notebook and record daily activities in ink. Ag teachers will check these to see what progress is taking place. The notebooks are for record keeping and communication between students and the agriculture teachers and not for others to write in. Notebook to include: Date, daily weights, amount fed, what all was fed, exercise, receipts. **This is mandatory, not voluntary.**

Students determined to be in violation of any rule will face disciplinary action.

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 that particular species of livestock. The student must attend mandatory livestock feeders meetings every Monday at the Ag Farm (Ag Farm Mondays) for information and education on their specific livestock project. Ag Farm Monday will take place every Monday during the feeding period from 5pm - 6:30pm unless otherwise communicated by the Ag Science Teachers.

Liability

Hallsville 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, tobacco products, knives, small weapons, or firearms will be allowed on the property. Any student or parent in possession of these item(s) will have their project evicted at the owner's expense.

Accidents/Damaged Equipment

All accidents and damages to any facility equipment **MUST** be reported to a supervising teacher immediately. Any issues with plumbing, electrical, pens, broken equipment, etc. must be reported to the Ag Farm Supervisor immediately.

Facility Use Fees

Each animal that will be housed/fed at the Hallsville Ag Science Facility must pay a facility use fee **prior to the animal being moved into the facility**. The facility use fees will be evaluated on a yearly basis. The fees listed below are for facility use only. The current facility use fees are as follows:

For the **2020-2021** school year, the facility fees will be \$50 per animal project per exhibitor per feeding period for Cattle, Goat, Sheep, Swine, Poultry, and Rabbits. If a student has more than one of these species of animals, they will be charged \$50 per animal for each additional animal and not to exceed \$100.

Other Fees

Other fees that may be associated with a student's livestock project (but not limited to) are validation fees, entry fees, castrations, veterinarian/medication fees, or transportation fees.

Driving / Parking

Vehicles need to be parked in a manner to allow others access to the barns. The gates should not be blocked. All vehicles must remain in the designated parking areas.

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)
- Attend ALL mandatory livestock meetings for their specific livestock project.
- Be passing ALL subjects at the time that eligibility is determined.
- Have paid entry fees on time and meet show requirements.
- Have approval of the supervising Ag Science teacher.

- Students may not be allowed to participate in livestock shows if that student has failed to abide by rules in this handbook.
- Animals that are in poor health or underweight will not be allowed to show.

Animal Requirements

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 Harvest Festival Livestock Show, Harrison County Farm City Week Livestock 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 and their parent/guardian.

Travel To and From Shows

Students will be responsible for all personal meals and hotel expenses at all livestock shows. Hallsville ISD will provide transportation for all livestock entered in designated pre-approved shows. Student transportation will be provided when possible.

Discipline While at Shows

Livestock shows are considered HISD school sponsored events, and are an extension of the Hallsville ISD; therefore, students will be responsible for their personal conduct. All school rules including conduct and dress code 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.

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

At the discretion of the Agricultural Science teachers, unruly animals, which may cause injury to others, will not be exhibited in any livestock show and must be removed from school property.

Equipment Use

All school owned equipment, including blowers, clippers, trim chutes, and scales, may be used by students on school property under the supervision of an Agricultural Science teacher, and may also be checked out for use elsewhere.

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. We are not responsible for instances where items or feed has been stolen. **TAKE PRECAUTIONS TO KEEP THESE INSTANCES FROM OCCURRING.**

Specific Show Rules

It is the sole responsibility of the exhibitor and their parent/guardian to be familiar with all rules pertaining to his/her livestock project (this information may include weight limits, entry requirements, age, registration papers, health certificates, etc.). This information may be obtained from the supervising teacher.

Records

The student must keep a record book on all livestock projects that they raise. The student will receive instruction on keeping a computerized record book using the Agricultural Experience Tracker.

Disposition of Livestock After the Livestock Show

All market livestock must be removed from the facility within 7 days of the end of the show unless other arrangements have been made and agreed upon with the Ag Farm Supervising teacher. Any livestock that have not been picked up from the facility by the designated day will become property of the Hallsville FFA Chapter. Animals and belongings must be removed from the Hallsville Ag Science Facility by the given removal date provided by the Ag teachers. Failure to comply with the removal date will result in the animal being sold at a local livestock auction, and the proceeds donated to the FFA chapter.

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 Hallsville Ag Science Facility by a predetermined date set by the Agricultural Science Teachers. Anything left at the Ag Farm will become property of the Agricultural Science department.

Removal of Animals

The Ag Science Teachers reserve the right to remove any animal from the Hallsville Ag Farm 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.
- The student is no longer enrolled at HISD or involved in the program.

Removal of Animal by Owner

Before any animal is taken from the Livestock Complex for any reason, the owner must notify an Agricultural Science Teacher.

Due Process for Removal of Animals

The following process will be used if any conditions listed above warrant so.

1. Teacher / Student conference.
2. Teacher / Student / Parent conference.
3. Recommendation for action by the administration.
4. Removal of animal(s) from the Complex.

Disease Prevention

The pen must be cleaned daily for all types of livestock. This reduces fly problems. Regular deworming for internal parasites (every 30 days) and vaccinations for more serious diseases are mandatory. The supervising teacher will direct 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. Students are responsible for the cost of any procedure performed on their 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.

Guest Policy

Only students and their immediate family members are allowed at the barn. No unapproved guests will be allowed at the barn.

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.

Consequences

Students who fail to abide by the Hallsville Ag Science Facility rules will be subject to disciplinary action according to this handbook. The following are possible consequences:

1. Verbal Warning to student and parent
2. Parent Phone Call
3. Parent/Student/Teacher Conference
4. Referral to Assistant Principal or Principal for disciplinary action at their discretion
5. Removal of animal from the Complex

Conflict Clause

If you or a family member is the source of strife or conflict at the Hallsville Ag Science Facility, 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 the Hallsville FFA Chapter.

Adaption Clause

In the rare case that there is a discipline issue not covered by the Hallsville Ag Science Facility rules, the agriculture science teachers will adapt rules to deal with the situation via guidance of the HHS administration. Simply claiming “it's not in the rules” is not an excuse for poor behavior. The Hallsville Ag Science Facility is a part of our FFA program and an 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 Complex and FFA Program.

****All Agriculture Science Teachers are authority figures of HISD at the project barn and should be respected as such. School Administrators will administer consequences based in part of AST recommendation.****

HISD Nondiscrimination Statement

The Hallsville Independent School District (District) is an equal opportunity educational provider and employer does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in educational programs or activities that it operates or in employment matters. The District is required by Title VI and Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, as well as Board policy not to discriminate in such a manner.

Hallsville Agriculture Science Department
Project Contract

(This paper must be signed BEFORE BEGINNING YOUR PROJECT and turned in to the supervising teacher.)

Student's Name(s):

Home Address:

City: ----- Zip: -----

Phone Number: -----

Parent/Guardian Name(s): -----

Parent/Guardian Phone: -----

Parent/Guardian Email : -----

Where will the project be kept? ___ Home
 ___ Hallsville Ag Farm

Livestock Project(s): -----

Pen Rent Fees Paid? -----

I have received and understand the Hallsville Ag Farm policies. I understand that if I am found in violation of these rules that my animal could be removed from the facility and I will not be allowed to participate under the name of the Hallsville FFA Chapter.

Student Signature

Date

Parent/Guardian Signature

Date

AST

Date