

# La Habra FFA Livestock Project Contract

## GENERAL EXHIBITOR GUIDELINES:

As an exhibitor, the following guidelines are expected of you during the entire duration of this activity. Exhibitors and parents/guardians need to understand the importance and realize the responsibility of caring for livestock animals, and maintaining a level of behavior that is a credit to our FFA chapter. We have developed a set of guidelines for the students and parents/guardians to follow while involved with this activity.

Read these guidelines & sign at the bottom.

**This contract must be signed and returned to the advisor before the start of this project.**

Livestock projects are for educational purposes. Students taking on livestock projects are expected to exhibit at Orange County Fair representing La Habra FFA. La Habra FFA livestock projects may not be sold at any fairs other than the fair they are intended for at the beginning of the project. Students will be allowed to participate in non-exhibition livestock projects on a case-by-case basis (example: poultry for egg production, breeding projects, etc.). These projects are meant to teach students about the livestock industry. These animal projects are meant to be terminal projects. Many students grow attached to the animals, but it needs to be understood the purpose of these animals are to be sold and harvested.

**In order to show livestock as a member of the La Habra FFA Chapter you must meet the following requirements:**

### **Grades**

- In order to exhibit an animal as a member of the La Habra FFA Chapter, you must be eligible. You may not be on the ineligibility list at the start of the project or any time before the end of the project. If you become ineligible, you may not show as a member of La Habra FFA. The sale and care of your animal is your responsibility.
- Members must have a 2.0 g.p.a., no grades below a C- in any agriculture class and no F's in any other class throughout the duration of the project. Semester 1 grades will be used to determine eligibility to begin a livestock project, with the exception of quarter 1 grades being used for steer exhibitors. Second Semester grades will be used to determine whether or not a student is eligible to exhibit their project at the Orange County fair.

### **Enrollment/FFA Membership and Involvement**

- For the purpose of this contract the "current school year" shall begin on the first day of school as set by the Fullerton Joint Union High School District Academic Calendar.
- Be enrolled in an Agriculture Class at La Habra High School in the current and prior semester.
  - Exception: Students wishing to exhibit as a La Habra FFA Member in the first semester of their freshmen year will only need to be enrolled in the current semester.
- Students may exhibit an animal from the year entering 9th grade up until the first day of the second school year following their graduation.
- **Attend the MANDATORY parent/guardian & exhibitor meeting set for \_\_\_\_\_.**
- Earn 30 FFA points in each semester of the current school year (60 FFA points total).
  - FFA points cannot be applied to a semester other than the one in which it was earned unless designated by the advisor prior to the activity date.
- Attend specified group meetings and/or project visits. May be species specific, showmanship practice, fair work, record book updates, etc.

Students and parents/guardians understand that exhibiting and selling an animal is a privilege and not a right.

Students and parents/guardians understand that if these guidelines are not followed that the FFA Advisor(s) may choose to not allow livestock to be entered in the fair.

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## Orange County Fair Dates

- **Animal Ownership Start:** Steers 120 days before fair. Sheep, swine, goats 60 days before fair. Rabbits 30 days before the fair. Poultry will be announced when the livestock rule book is released.
- **YQCA training** at yqca.org by \_\_\_\_\_
- **Fair Entries/ Fair Entry Work Day** TBA when the livestock rule book is released
- **Fair Set Up** \_\_\_\_\_ (tentatively set)
- **Haul in** begins \_\_\_\_\_ All animals must be in place by \_\_\_\_\_.
- **Haul out** \_\_\_\_\_. Haul out will not begin before \_\_\_\_\_.

FFA members have the opportunity to raise animal projects to exhibit at Orange County Fair. These projects require a student to take on a great deal of responsibility. In order for all students to learn and work together, the following requirements are expected of each exhibitor regardless of where the animal is housed or raised.

**Cost expectation:** Between the purchase of an animal, feed, medical care, and supplies, a student may expect that the cost of the project will be an average of \$650 for most large animal projects (more for steers), and \$150-200 for small animal projects.

Participating as a livestock exhibitor is a school activity. ALL school and fair rules and policies apply.

Failure to follow the rules will prevent you from participating in all further exhibitor events (showing & selling of your project, entering in future livestock exhibitions) and potentially prevent you from auctioning your animal.

In the event that a student is not able to exhibit their animal(s) at the fair/sell at auction, the animal will remain the responsibility of the student (feeding, care of, maintenance, accommodations, etc) as well as financially until the termination of the project. All student projects must be off of the farm before we leave to go to the fair. This is the students/parents/guardians responsibility. If it is not off of the farm by this time, we will take the animal to a general livestock auction. The project will most likely lose money if this happens.

### **Pre-Project Duties: (paperwork and \$\$\$)**

- Read and review the guidelines. Have them signed and turned in by \_\_\_\_\_.
- All exhibitors are required to complete the mandatory Youth for the Quality Care of Animals (YQCA) at yqca.org by \_\_\_\_\_.
- Money: The price of the animal will be paid upfront to pay the breeder (Checks only). Feed and bedding must be purchased through a feed store of your choosing (Kruse or Cantrells) on a weekly basis. We will have feed delivered one day a week. If a student does not place their order in time, they are responsible for picking up their own feed.
- In the case of an animal death, the student is responsible for the financial loss. Funds will not be reimbursed.

### **Project Requirements:**

- Attend all exhibitor meetings/practices – weighing, feeding, showmanship, etc.
- Students are responsible for feeding and caring for their project animals at all times.
- Students are responsible for all expenses that may arise during the course of this project.
- Students are to keep accurate records of their project in the AET record book.
- Animals are to be treated humanely and projects conducted ethically.
- Students and parents/guardians are responsible for notifying the FFA Advisor when questions or problems arise with your project.
- All spring animals are raised for the purpose of the Orange County Fair & Sale. All students raising an animal are encouraged to purchase a jacket & scarf or tie when the money and paperwork is due in February. Jackets will be

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ordered by Mr. McDermott or Ms. Ferretti and received prior to the end of the school year.

- Farm hours: Students must be at the farm by 7am every morning. No later. Animals will need to be fed by 4pm in the afternoon. No earlier. Farm will be closed by 6pm every day. Students will earn a strike if they are not on time to feedings.

## Pre-Fair Duties:

- **Other Shows:** Showing at least one other livestock show before the OC Fair is mandatory for all students except for pigs. Steer students will have the opportunity to show at Sunny Hills Winter Classic (TBA). All other students have the opportunity to show at Imaginology (TBA) and the Citrus Fair (TBA)
- **Time expectation:** Students are expected to spend at least 1 hour and 15 minutes per day with their animals. This includes morning and evening feedings, training, cleaning, providing maintenance care.
- **Parent/Guardian help:** While we encourage the involvement of parents/guardians, this is a student project that counts for a portion of the student's classroom grade and it is expected that the students care for animals. This includes cleaning pens, feeding, training, ensuring medical and hygienic care, etc. When a student cannot feed and clean, they are to ask another student in the same project to help. Parents should not be cleaning animal pens or feeding the animals when the student is not there.
- **Preparation of animals:** It is your responsibility to properly care for your animal from the start of the project to the completion. You must own your animal for a minimum required amount of days before exhibition; dependent upon species and exhibition rules. You should have a receipt as proof from your breeder or seller of the animal. Before transporting your animal to the exhibition, be sure that your animal is clean, shorn, clipped, etc. PRIOR to haul in date. If an animal is sick, is prolapsing, has fungus, or any other problem that will not enable a student to show (as set by the exhibition) then it is the student's responsibility to care for and take responsibility of animal(s).
- Students and parents/guardians are aware that animals must be of an adequate weight, pass a health inspection and be deemed "market ready" by the judge in order to sell at auction. (See livestock rules for each individual exhibition on their respective website)
- **Housing:** All animals will be kept at the farm for the entire duration of the project. If the student is asked to remove their animal from the farm, their project is over and they will receive a failing grade for their SAE Project. Special permission will be given to students to house animals at their own house. If asked to leave the farm, the student has 1 week to remove the animal from the farm before it is taken to the general livestock auction.
- **Equipment:** Have all specified (as stated by advisor) tack and show supplies, soap, halters, show sticks, towels, feeders, water buckets, etc. ready prior to getting your animal and it is your responsibility to get it to the exhibition. Minimal equipment is available to borrow from the chapter, therefore it is recommended that exhibitors purchase their own equipment.
- **Feed and Bedding:** You are responsible for the feed for your animal. Order any needed grain and/or hay needed for the exhibition. Bedding is the responsibility of the student. All large species will need shavings or straw depending on the species.
- **Meetings:** You must attend all exhibitor meetings called by the advisor. These will occur during the school year, during summer, and at the fair as well. During the summer, we will have practices twice a week to prepare for the fair. The students must attend these Mandatory meetings and practices for general information on their animals and to prepare them for the fair. A schedule will be given to the students towards the beginning of summer when the fair schedule comes out. If more than three meetings are missed, the student will not be eligible to show at the fair.
- **Entries**
  - o La Habra FFA will host an entry workshop night prior to each exhibition to help you complete your entries.
  - o It is the responsibility of the student to make sure that their entries are completed and turned in by the deadline. Failure to do so will result in the animal not going to the exhibition and losing the opportunity to sell at auction.
- **Buyers/Letters:** It is not the responsibility of the advisors to find a buyer for your animal. It is the student's responsibility to secure a buyer. Students are required to write at least 10 buyer letters. If you do not find a buyer you are at risk of losing money. Be willing and ready to discuss your project with some members of the

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agricultural community. Put together a buyer's gift.

- **Livestock Show:** Attendance and participation in the livestock show AND showmanship class is mandatory to auction an animal. **Students will not be allowed to sell an animal at any fair auction unless they have shown in a market and showmanship class for that species at that fair.**
- **Transportation:** Transportation of animals is the responsibility of the students. If the animals are housed at the school, transportation of animals to the exhibition is provided. Please be sure to make arrangements prior to the haul in date and tell the advisors your plans to ensure that all animals get to the exhibition. Be sure to have rides to the exhibition grounds every day to care for your animals and meet the responsibility requirements set.
- **Summer Vacations:** Students need to notify their species advisor 2 weeks prior to their planned vacation with a typed schedule of who is taking care of their animal morning and afternoon and dates they will be gone. Any vacations lasting longer than a week must be approved. By missing practices you are receiving a strike. After three strikes you will not be able to show at the fair.

## During Fair

- Students are responsible for being at the fair at the designated time everyday of the fair market week. Exceptions will be made for summer school only on certain days. Students can not miss weigh in of their animal or their market and showmanship classes. They are also responsible for their barn duty times being present and on time.
- **Clothing/FFA Uniform:** Wear appropriate clothing during loading, exhibiting and loading out at the fair (long pants, short sleeve or long sleeve shirt, socks and closed toe, closed back shoes). School dress code must be followed. Have a complete FFA show uniform (FFA jacket, FFA tie/scarf, white pants, white collared shirt, black or brown shoes and a black or brown belt).  
\*The uniform will be worn for market classes, showmanship classes and at the auction (for the duration of your species sale, example for the entire lamb, goat, or hog sale).
- If an animal needs to be removed from the fair for any reason the student must make arrangements for transportation, housing and feeding of the animal. In addition, the student must be willing to find an outside buyer for the animal.
- Students and parents/guardians must maintain a high level of professionalism when involved with this project. Including, but not limited to:
  - o Good sportsmanship
  - o Assisting with all fair activities (Including, but not limited to all Workdays, Show-days, Auction, and Clean-Up)
  - o Supporting fellow FFA members and helping all exhibitors (FFA, 4-H, independent) at exhibitions
- Students and parents/guardians understand that the primary responsibility of the FFA advisors is the classroom and that it will take precedence over livestock exhibition.
- Students are responsible for maintaining their assigned pen, feeding their animals and helping to maintain their species exhibit. Students understand that they will be assigned and present for barn duty at the fair.
- Attend all exhibitor meetings/practices during fair.
- Daily meetings: Daily meetings will be held at 7:00am and 5:00pm each day of the Orange County Fair. Students are required to attend both meetings. If they miss more than 1 meeting , they will be scratched from showing their animal.
- **Feeding and Barn Duty:** You must be present at required feeding times and scheduled barn duty times. During barn duty you are to complete all required responsibilities. You will be assigned to your barn duty after the set up and settle in of animals and display at the fair. Keep personal areas as well as the chapter area clean and swept at all times. If you are late to any of the barn duties, miss a barn duty, or are not being responsible during your barn duty, you will be given more barn duties throughout the week, possibility of not raising another animal, and/not being able to sell through the auction.
- **Exhibition classes:**
  - o **Show Day:** Watch the show speed. Be in uniform and have your animal ready at least one hour before your class is scheduled to show.
  - o As per the fair rules, an animal must be exhibited in a market class to be eligible for auction.

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- o Showmanship is an opportunity to demonstrate knowledge of your project. You are required to participate in showmanship. Students will not be allowed to sell an animal at auction unless they participated in showmanship for that species.
- **Etiquette:** You are a representative of the FFA, your school, community and the agriculture industry. Be sure to be a positive representative. Be courteous and respectful to fair patrons, fellow exhibitors and guests at the fair. **Inappropriate behavior will not be tolerated;** this includes, but is not limited to swearing, drug or tobacco use or inappropriate dress. All school rules apply at the fair.
- **Chapter Group:** Chapter group is an opportunity to exhibit five animals in each species. The animals that will be selected to be exhibited in the chapter group category will be determined by the advisor. The selection will be based on uniformity and quality of the animals. If the chapter chooses to do Chapter Group, **ALL students must be present to aid in showing the group and to provide support.**
- **Auction:**
  - o **Auction Day:** Be at the fairgrounds by 6:30am.
  - o Watch the auction speed. Be in uniform and have your animal ready at least one hour before your animal is scheduled to sell.
  - o **No Animal Accessories:** No glitter, paint, flowers, etc. on your animal.
- **Thank You Letters:** You will write a thank you note(s) to your buyer(s) when you leave the auction ring and turn it/them into your species advisor before the end of the day. Checks are turned over by the Orange County Fair to advisors in June. In order to receive your check, you must complete and turn in thank you letters.

## Post-Fair:

- **Record Books:** All students who show animals are expected to work toward their California State FFA Degree. You are required to update your record book with all transactions after the fair is over and provide an updated accounting journal to your advisor to receive your fair auction check.
- **Facilities Clean Up Days:** Every exhibitor is to attend the School Farm clean-up day on the Monday after the fair at 8am to completely clean out and sanitize their pen before the start of and at the end of the project. Students who fail to FULLY participate in the complete farm clean-up will not be able to house their animals on school property.
- **Fair Clean Up:** You must help with the tear-down and clean-up of La Habra FFA fair exhibition areas on the Sunday after the Auction and participate in the storage of fair exhibition tools and materials at the school farm.
- **Checks from fair:** Students will receive checks from the fair approximately 1-2 months after the fair. These checks will be distributed to the students after thank you notes have been written to buyers and people who donated awards to them.

## **School Farm Housing Information:**

- Students and parents/guardians understand that the use of the school farm is a privilege and not a right.
- Students and parents/guardians understand that animals kept at the school farm may be used as teaching tools for educational purposes in La Habra High School Agriculture courses.
- Students will attend a mandatory farm work day to prepare the pens for the animal's arrival and to perform farm clean up on a date after the fair (to be announced later).
- Students are expected to spend at least 1 hour and 15 minutes per day with their animals. This includes morning and evening feedings, training, cleaning, and maintenance care.
- Students will maintain their assigned pen. There may be two animals assigned to each pen. You will need to work together.
- School farm pens are small. Students will be responsible for cleaning and removing manure from the pen twice a day.
- Students will be sure that their project is checked at least one time per day by them.
- Students and parents/guardians understand that not following any of the above guidelines will result in their livestock project having to be removed from the farm in 7 days of notice or being seized by La Habra FFA and being sent to the auction.

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- Students should not be eating in the animal or feed areas. Students are encouraged to eat in front of the farm facility/classrooms.
  - Any student obtaining feed or property of others without permission will be removed from the program. NO EXCEPTIONS. The animal will also be removed at the discretion of the Ag. Instructor.
1. Animals on the farm will be purchased from approved breeders by the advisor only and will not have entry and exit privileges to prevent disease acquisition and transmission.
  2. Students may use Ag Advisor approved feeds only.
  3. Proper attire must be worn on the farm. No Sandals are to be worn when around animals. Clothing requirements are pants/sweats, a t-shirt that follows school clothing requirements that covers mid-drifts and closed toed shoes.
  4. Students will not be allowed to provide general, daily care during school hours. This must be completed before and after school.
  5. Animal projects must be fed and managed according to the approved practices of the agriculture advisor.
    - a. Goats, sheep, hogs, steers, poultry, rabbits: twice a day between the hours of 6:30-7:30am and 4-6pm.
  6. Projects must be of reasonably good quality and considered to be educationally beneficial, or they will not be approved.
  7. Species specific equipment is to be used on the animals. This includes FEED, FEEDERS, SHOW SUPPLIES, SCOOPS, STANDS, etc. Contact the appropriate advisor if you need to use other equipment.
  8. All farm equipment must be put back where it belongs, including wheelbarrows, shovels, rakes, and brooms. Hoses must be turned off and rolled up after every use.
  9. Sick, diseased, or unhealthy animals will not be allowed on the school farm or to be exhibited.
  10. Any disciplinary problem concerning the student and his/her project, the school, or the school farm will be grounds for revocation of the project privileges and will be asked to remove the students animal from the farm. The student will not be able to show through La Habra FFA.
  11. Barn duty tasks can include but are not limited too:
    - a. Dump any wheelbarrows left un-dumped
    - b. All tools of any kind are to be put away and hung up in the tool shed neatly.
    - c. Pick up any and all trash inside, outside and around your specific barn.
    - d. Make sure the hoses are rolled up neatly, water is turned off & pressure is released.
    - e. Middle aisle and pens not being used must be cleaned at all times.
    - f. Lock all gates by 6pm every day of the week.
    - g. Rinse all drains and empty traps every day at night time.
    - h. Rinse and wash down aisles.
    - i. Check on all animals in your barn – do they have water, feed, etc. (make a note or call Mr. McDermott or Ms. Ferretti when there is a problem).
  12. The student must uphold all responsibilities connected with the privilege of keeping projects at the school farm.
    - a. Proper feeding and watering of the animals.
    - b. Proper cleanliness of project area and project animals.
    - c. Making arrangements for care of the project before absence.
    - d. Maintenance of school equipment and structures connected with the project area.
    - e. Maintaining health and sanitation standards and medicating livestock when necessary.
    - f. Doing student's fair share of work on the farm- this is expected of all project holders.
  13. **Strike Policy:** The strike policy will be strictly adhered to with projects at the school farm. **Once a student receives three strikes, the student will be considered an unfit owner of an animal and the student will need to find transportation of the animal off of the farm within 7 days. If the animal is not off the farm in 7 day, the animal will be taken to the auction. The student will not be allowed to show an animal for the next school year.** A strike notice will be written when this contract is broken. A parent/guardian will be contacted, and the policy will be signed.

**Strikes can be received for:**

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- Abuse of animal
    - There is a ZERO TOLERANCE policy for abuse of animals. Willful abuse will result in the immediate surrender of the animal to the La Habra FFA. Depending upon the severity of the abuse, the animal may be seized by advisors on the first strike. Students whose animal is seized due to abuse will be ineligible to participate in an animal-based SAE for the remainder of their high school career.
  - Neglect of animal

There is low or no water, animals are not fed, pens are not clean.  
Feeding should be consistent, same time every day, before 8:00am and after 4:00pm EVEN ON WEEKENDS.  
When the student is out of town, they must make arrangements for the care of their animal with another student that has the same species..
  - Neglect of project

The student must personally check on their animal at LEAST once a day, if they do not go out to the farm at least once a day, they will receive a strike.  
If there is medical need, the student must care for their animal.
  - Neglect of equipment/property

The student must keep the pens clean, area trash free, water trough clean, equipment organized.  
Facilities and property are to be respected. Damage to facilities by willful or negligent behavior will not be tolerated. The student will be fined for any broken equipment or damages to facility.
  - Not following advisor directions
  - Feeding, care, working of animal

Weighing of animals will be done once every week. The student must attend the species-specific meetings.
  - Not reporting problems

If something does not look or seem right with your or any other animal, then you must notify an advisor immediately by phone call or text.
  - Breaking any other rules/expectations stated on this contract as well as the school rules or expectations set by the advisors.
  - Failure to pay fees/bills at the feed store or to the breeder.
  - Not attending mandatory monthly meetings. Every meeting missed during the year will go towards the students' grade. Every meeting/practice missed during summer will be a strike.
14. Proper records must be kept on all projects.
  15. All rules of the school and the agriculture department will be strictly adhered to and obeyed.
  16. Only FFA members in good standing and actively enrolled in the La Habra High School Agriculture Program will be allowed to keep their projects on the school farm.
  17. In the event that an animal dies, the student, parent/guardian and advisor will determine what to do with the animal. The financial loss will be the responsibility of the student. Students are required to insure their animals if they are housed at the school farm.
  18. In the event of personal injury, please call 911. The school will be released of any liability. Act wisely, be careful. Each person will be responsible for their own actions.
  19. Upon completion of the project, the student is required to work on the school farm/barn to ensure proper sanitation and repair of project-related facilities, and check out with the agriculture advisor.

**The National FFA Organization classifies a Supervised Agricultural Experience Project as valid only if it is supervised by an FFA Advisor. The advisors reserve the right to refuse or terminate supervision of a project.**

## Questions or concerns?

Mr. McDermott [jmcdermott@fjuhsd.org](mailto:jmcdermott@fjuhsd.org) (562) 266-5080    Ms Ferretti [nferretti@fjuhsd.org](mailto:nferretti@fjuhsd.org) (562) 266-5081

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I have read and understand the rules and expectations as stated above. I agree that if these rules are broken or expectations are not met, I will accept the consequences. I also understand that these expectations and guidelines may change.

<u>Date</u>	<u>Title</u>	<u>Name</u>	<u>Signature</u>
	<u>Student</u>		
	<u>Parent/Guardian</u>		



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## La Habra FFA School Farm Strike Policy Sheet

**Warning**      Date: \_\_\_\_\_

Reason/Infraction: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

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

**Strike 1**      Date: \_\_\_\_\_

Reason/Infraction: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

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

**Strike 2**      Date: \_\_\_\_\_

Reason/Infraction: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

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

**Strike 3**      Date: \_\_\_\_\_

Reason/Infraction: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

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

### Parent Contact

<u>Date</u>	<u>Who I spoke with</u>	<u>Spoke about/strike #</u>	<u>Advisor name</u>