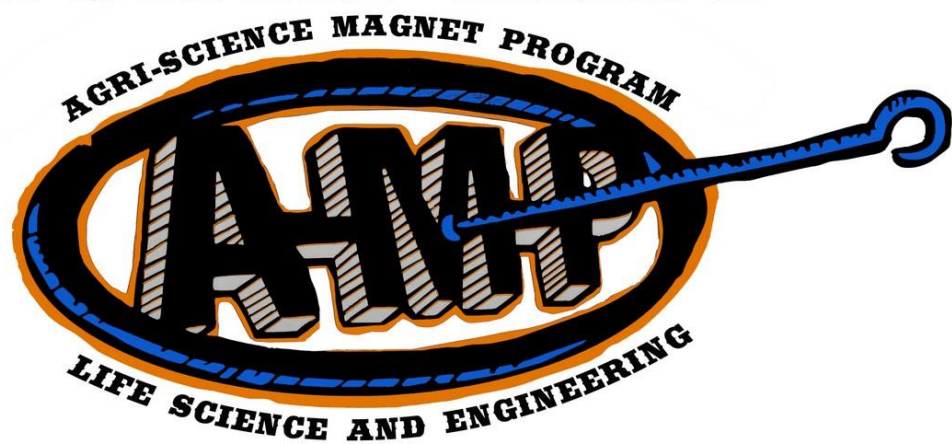


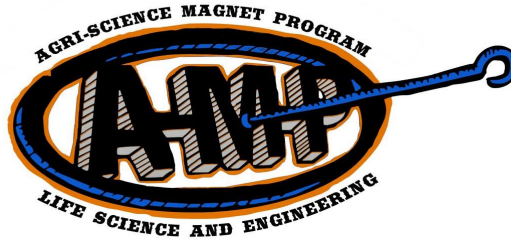
AMP Complex Rules and Livestock Feeding Guidelines

NORTH EAST



JAMES MADISON FFA

NORTH EAST



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Emergency Numbers

Security – North East ISD Police Department

(210) 407-0911

Country Hills Veterinary Clinic – Bulverde, TX

(830) 438-2269

Animal Crossing Veterinary Hospital – Floresville, TX

(830) 393-3421

County Line Animal Hospital – Adkins, TX

(830) 253-1041

In accordance with Title VI-Civil Rights Act of 1964, Title IX-Education Amendment of 1972, Section 504-Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1992, the North East Independent School District does not discriminate on the basis of race, color, national origin, age, sex or handicap.

Introduction

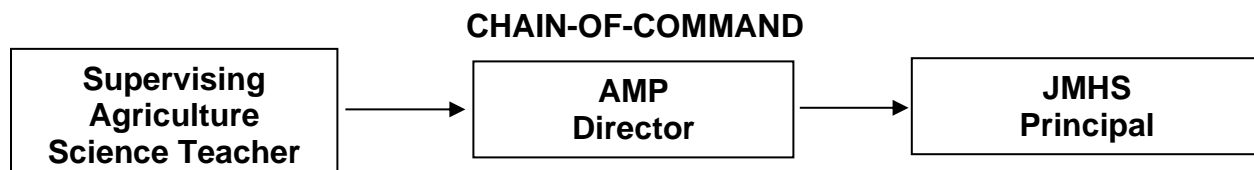
The North East Agriscience Magnet Program (AMP) Complex is located on the property of James Madison High School in San Antonio, TX. The purpose of the AMP Complex is to provide an extension to classroom instruction to maximize learning and to allow FFA members to utilize the complex for their Supervised Agriculture Experience Program (SAEP).

In order for all parties to best utilize the AMP Complex, there are rules and regulations, which must be observed. To ensure compliance, North East Independent School District employees including agriculture science teachers, facility managers, and administrators will monitor and manage the complex both physically and via security cameras.

It is our goal as a district to establish, monitor, and continuously improve a strict set of rules and guidelines to be followed. This in turn should provide a safe, educational, and rewarding atmosphere that is conducive to learning.

AMP Complex Rules:

1. As a North East ISD facility supporting school-related activities, all school district and campus policies must be followed by everyone (students, family, guests, etc.). Please refer to the most current **NEISD Student / Parent Handbook** and **Code of Conduct** for these policies.
2. Students are expected to act in a responsible manner at all times at the AMP Complex. Any activities that endanger the health or physical well-being of students, parents, faculty, staff, visitors, facilities, or animals will not be permitted. **Loitering, or other activities not directly related to the furtherance of the students' SAEP, will not be tolerated.**
3. The AMP Complex is accessible only between the hours of **6:00 am to 8:30 pm** daily.
4. The student must be a paid James Madison FFA member in good standing to utilize the AMP Complex. Guests of the student must have prior permission to enter the complex. The student is responsible for his/her family and guests at all times on the complex. If the family or guests violate the rules of the AMP Complex it will be treated as an offense by the student. Please refer to page 3 – *Visitor / Guest Policy Statement*.
5. The student and their guests are to respect the value of the AMP Complex. Any malicious or negligent behavior will result in the immediate dismissal from the complex.
6. The speed limit on the AMP Complex is 10 mph. All participants must drive and park in the designated areas only.
7. No pets are allowed on the AMP Complex unless for the purpose of classroom instruction and prior approval is granted by an AMP staff member.
8. The North East ISD, Agriscience Magnet Program, James Madison FFA Booster Club, district employees, or volunteers will assume **NO** responsibility for accidents or injuries to students, parents, visitors or livestock resulting from the use of the facilities or equipment, as well as, livestock owned by other persons.
9. When a problem or concern arises, the method to resolve it is by following a set “chain-of-command.” Always begin with the supervising teacher.



Visitor / Guest Policy Statement

The following guidelines have been developed in order to maintain the safety and security of the AMP Complex and the AMP students. The AMP Complex is comprised of two components, (1) the livestock project centers and (2) the instructional facilities and grounds.

All visitors to the AMP Complex must obtain a visitor badge identification and background clearance through the AMP Administrative office during the regular hours of the school day. All non-school hour visitors must obtain prior expressed or written permission through a member of the AMP staff or the administration of James Madison High School. Any violator of this policy will be reported to the North East ISD Police Department and will be subject to a criminal trespass charge. Security cameras are in place to monitor compliance with this policy.

A visitor is any person that does not meet the following descriptions:

1. Livestock Project Centers
 - A. James Madison FFA and Junior FFA members (and their immediate family members) that are actively participating in an approved SAEP on the AMP Complex.
 - B. Any invited guest of the AMP staff or administration of the James Madison High School.
 - C. An invited guest that is actively participating in an approved SAEP of a FFA member and has received prior approval from the supervising agriculture science teacher of the livestock project before coming onto the premises (i.e. – livestock breeder, seller, or advisor).
2. Instructional Facilities and Grounds
 - A. All students enrolled in an agriculture science class and their immediate family members.
 - B. Any invited guest of the AMP staff or administration of the James Madison High School.

Livestock Feeding Regulations:

1. **Introduction**

The raising of livestock as a project is the most popular SAEP that is conducted at the AMP Complex. The project is a cooperative effort of the student, parent/guardian and agriculture science teacher. It is designed as a training instrument to allow students the opportunity to apply information acquired in the classroom. However, there are several areas that need clarification before the student undertakes a livestock project.

- ❑ The raising of livestock on the AMP Complex is a student's privilege, **not** a student's right. Feeding rules, regulations and guidelines must be strictly followed in order to reap the benefits of this privilege. Students must qualify and retain their eligibility to participate in this opportunity.
- ❑ Not all animals are of suitable quality for exhibition purposes. Most animals are of commercial quality and therefore rarely suited for exhibition in the show ring. Only those animals of superior confirmation should be selected. Therefore, the agriculture science teacher should assist in the selection and ultimately approve the animal purchased and housed at the AMP Complex.
- ❑ 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 proposition.** Only the best of the best will fall into this category. The ultimate purpose of the livestock project is to have the student learn and understand those approved practices that will allow an animal to reach its full genetic potential. Learning the true meaning of responsibility is another outcome of the project program.
- ❑ As stated, the raising and exhibition of a livestock project is a cooperative effort between the student, parent/guardian, and agriculture science teacher with differing responsibilities. Those primary responsibilities are as follows:
 - Student – the person responsible for the daily care, feeding, exercising, grooming, and exhibition of the livestock project.
 - Parent/Guardian – the person responsible for the general supervision of the student on a day-to-day basis when the student is carrying out their primary responsibilities for their livestock project on the AMP Complex or at a livestock show.
 - Agriculture Science Teacher – the person responsible for providing guidance, instruction, and evaluation of the student so that the student can perform their primary responsibilities for the livestock project.

2. **Eligible Livestock Projects**

Only the following livestock projects are allowed to be raised on the AMP Complex: Market / Commercial Steers, Breeding Heifers, Market Sheep, Market and Wether Doe Goats, Breeding and Market Swine, Market Broilers, and Market Rabbits. Livestock projects may not be moved to the AMP Complex without the notification and approval of the supervising agriculture science teacher.

Space is limited in every livestock project area and it is the task of the AMP staff to ensure that the largest population of students can have the privilege of raising a livestock project. Therefore, a priority system has been established and will be the guideline used to determine student participation in raising a livestock project (refer to item #13 on page 11).

Livestock projects raised on the AMP Complex must be exhibited and, if applicable, validated through the James Madison FFA and will only be eligible to compete in the following sanctioned terminal and/or premium shows: North East Ag Fair, State Fair of Texas, Bexar County Junior Livestock Show, Ft. Worth Stock Show

and Rodeo, San Angelo Stock Show and Rodeo, San Antonio Stock Show and Rodeo, Houston Livestock Show and Rodeo, and Star of Texas Fair and Rodeo.

3. **Requirements to Participate in Livestock Shows**

To be eligible to participate in any livestock show, students must abide by the following requirements:

- ❑ Be enrolled in an agriculture science class.
- ❑ Be a member in good standing of the James Madison FFA Chapter. Livestock feeders must have their FFA dues paid in full within two weeks after the start of school.
- ❑ Attend all mandatory livestock meetings for the specific livestock project.
- ❑ Be passing **ALL** subjects at the time that eligibility is determined. If a student is ineligible to show due to grades, the animal is ineligible to show as well.
- ❑ Adhere to ownership periods and requirements established by state and/or county validation programs or those set by livestock shows.
- ❑ Have paid entry fees on time and meet show requirements.
- ❑ Livestock in poor condition due to disease, injury or neglect will not be allowed to participate in livestock shows. The final decision will rest with the supervising teacher.
- ❑ Students will be allowed to participate in only those shows approved by the supervising agriculture science teacher.
- ❑ Students will be responsible for all personal travel to and from all livestock shows. This may include the transporting of their livestock project.
- ❑ Exhibit the proper conduct while in attendance at livestock shows.
- ❑ The student will be responsible for all feeding, care and grooming of his/her livestock project while it is at the livestock show.
- ❑ It is the sole responsibility of the student to be familiar with all rules pertaining to his/her livestock project (i.e.: weight limits, entry requirements, age, etc.). This information may be obtained from the supervising agriculture science teacher or livestock show.
- ❑ Outstanding obligations with the AMP must be cleared before a student will be permitted to enter or exhibit at a livestock show through the James Madison FFA.

4. **Ownership / Animal Cost**

All eligible livestock must be owned and continuously cared for by the student for the duration of the livestock feeding period. The student is responsible for the cost of the animal, as well as, any expenses incurred while feeding and caring for the animal during the feeding period. This includes, but not limited to, feed costs, facility usage fees, entry fees, validation fees, transportation fees, and medical expenses.

Please note that eligible livestock projects will have ownership date requirements established by state and/or county validation programs or set by the livestock shows. It is the student's responsibility to understand any and all ownership/validation requirements and to abide by them.

5. Housing / Facility Usage Fees

All approved eligible livestock projects must be housed on the AMP Complex for the entire duration of the livestock feeding period. Once an approved eligible livestock project has been housed on the AMP Complex, it may not leave the premises of the AMP Complex without prior expressed permission given by the supervising agriculture science teacher. If a livestock project is removed from the AMP Complex to be housed in a location other than the AMP Complex, the student will no longer be eligible to exhibit the livestock project through the James Madison FFA.

Each livestock project that will be raised on the AMP Complex must pay a facility usage fee prior to the animal being housed on the complex. The facility usage fees are evaluated on a yearly basis to anticipate costs incurred by the AMP to provide facilities for livestock. In the event that facility usage fees assessed for a livestock project are not adequate to cover costs incurred, it may be necessary to collect additional facility usage fees for a livestock feeding period. The facility usage fee for each livestock species can be obtained from the supervising agriculture science teacher or the AMP Administration office.

6. Care of Livestock Projects

Students will assume the full responsibility for the proper care of his/her livestock project. The student must provide good treatment, fresh and clean water and feed, and a clean pen for their livestock project on a **daily** basis. The **NEGLECT** of animals will **NOT** be tolerated and it will result in the student's immediate dismissal from the complex.

7. Livestock Project Management

Management Information: After a livestock project has been selected and put on feed, the supervising agriculture science teacher will make available more detailed information on feeding, caring, grooming, and exercising of specific types of livestock. The student must attend mandatory livestock feeders meetings for information and education on their specific livestock project. The project must remain in the continuous care of the student.

Students choosing to follow a feed management program other than the supervising agriculture science teacher will be expected to do the following:

- The student will provide to the supervising agriculture science teacher the name and contact information of the person they are choosing to use for advisement for the feed management program (i.e. – livestock breeder, seller, or advisor).
- The student will communicate with the supervising agriculture science teacher (frequency determined by the supervising teacher) in regards to the feed management and exercise practices throughout the entire feeding period.
- The student will report any sicknesses or diseases immediately to the supervising agriculture science teacher.
- The student will follow all preventative maintenance and vaccination protocols and schedules established by the supervising agriculture science teacher.
- The student will provide prior notification to the supervising agriculture science teacher of any visits to be made to the AMP Complex by a livestock breeder,

seller, or advisor. The student and a parent/guardian must be present at the AMP Complex during the time of the visit by the livestock breeder, seller, or advisor.

Pen Assignments: Students will be assigned pens upon bringing a project into the facility. Students may not move, or expand pens for any reason, unless approved by the supervising agriculture science teacher or farm manager.

Daily Care: It is the responsibility of the student to provide the following for their livestock project and the facilities every day (including weekends, holidays, etc.):

- ❑ Fresh feed for the livestock project (minimum of twice daily for most livestock projects)
- ❑ Fresh water for the livestock project (clean water buckets or watering areas)
- ❑ Removal of manure, soiled areas, and debris from the pen
- ❑ Grooming of the livestock project
- ❑ Exercise of the livestock project
- ❑ Monitor the well-being of the livestock project
- ❑ Clean feed areas, alley ways, exercise areas (arena), wash racks, and grooming areas after each use
- ❑ Return all equipment to its proper storage place

Feed Areas: Each student will be provided with a space/locker to utilize as a feed area. It is expected that the student keep their feed area clean, organized (free from clutter), and secure (locked). The Agriscience Magnet Program is not responsible for theft or damage of student property. All feed areas are subject to inspection at any time and combination codes or keys must be provided if requested by the supervising agriculture science teacher.

Cleanliness: The cleanliness of the project center is the direct responsibility of every student who has a project. The supervising agriculture science teacher will assign specific cleanup duties. The cleanliness of the project center includes the student's assigned stall/pen, community areas, and proper storage of district equipment and supplies. All feces and other organic waste must be deposited in the large dumpster and all other waste generated at the project center deposited in the small dumpster. Up to a **\$50.00 fine** may be assessed for students who cause the project center to be excessively dirty or fail to clean a stall/pen at the end of a project feeding period.

Medications / Additives: It is prohibited to administer any type of off-label or extra-label vaccine, medication, spray, feed additive or other substance internally or externally to any livestock project without veterinarian approval **and** awareness of the supervising agriculture science teacher. All established withdrawal times for any administered product must be strictly followed.

Use of Livestock Equipment: Arrangements must be made prior to the use of any livestock equipment belonging to the Agriscience Magnet Program. Any equipment lost, stolen, or destroyed while in the possession of a student or parent will be replaced

at their expense. Use of livestock trailers and livestock transport cages may ***only*** be granted to parents that assist the AMP staff in transporting livestock to designated events. Parents must have completed a Department of Public Safety background check with North East ISD and provide proof of insurance to cover any damages that may occur while using a livestock trailer.

Records: The student will keep a system of records on all livestock projects that they raise. Students will receive instruction on an approved computerized record keeping system acknowledged by the FFA.

Disposition of Livestock: All livestock must be removed from the AMP Complex within two weeks from the end of the feeding period or per the guidelines set by the supervising teacher. All poultry will be processed after the show unless otherwise specified by the feeder. The feeder is responsible for all costs incurred for the processing of their poultry. The processed birds must be picked up from the school on the designated day or the processed birds become property of the Agriscience Magnet Program.

Non-Returning Students: Graduating seniors and/or students not intending to feed a livestock project for the following school year must remove all personal belongings (feed, storage containers, etc.) from the AMP Complex within two weeks from the last livestock show that they participated in. Failure to comply will result in the forfeiture of personal belongings to the Agriscience Magnet Program and the student may be charged up to **\$50.00** for the removal of the items.

Removal of Livestock: The Agriscience Magnet Program reserves the right to remove any animal from the complex 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.
- Animals not exhibited and, if applicable, validated through the James Madison FFA.
- Student is no longer involved in or is dismissed from the program.
- The animal has not been removed by the student within two weeks of the end of the feeding period.

Due Process for Removal of Livestock: 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 livestock from the complex at the student's expense.

Livestock Surgical Procedures: 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 livestock project.

Removal of Deceased Livestock: Any cattle, swine, sheep, or goat projects that pass away while on the complex during the feeding period, will be removed by a professional rendering company. The cost of this removal will be the responsibility of the student.

Prohibited Practices: The following practices will not be allowed by students, parents/guardians, or guests to the AMP Complex:

- The use of electrical shock devices
- The use of any motorized vehicle to exercise livestock projects

Project Feedback and Evaluation: Again, the raising of livestock on the AMP Complex is a student's privilege, **not** a student's right. Therefore, feeding rules, regulations and guidelines must be strictly followed by the student for them to retain their eligibility to participate in the livestock feeding program through James Madison FFA.

Students will receive feedback through the use of a *Project Inspection Report* or *Project/Barn Violation* (refer to page 12). A *Project Inspection Report* will be used to communicate periodic project evaluation ratings and management information. A *Project/Barn Violation* will be used to notify a student of a major infraction in regards to project management, behavior, or clerical expectations. A summary review of the *Project Inspection Reports* and, if applicable, *Project/Barn Violations* that a student receives during a feeding period will be used to determine the students' eligibility to continue to participate in the livestock feeding program.

Furthermore, a rubric system may also be used to evaluate the performance of a student to meet expectations during a livestock feeding period and to determine their eligibility to continue in the livestock feeding program. An example of a rubric system is the North East Ag Fair Livestock Show Points System.

8. **Invoices for Payment**

Students will be invoiced from the FFA chapter for expenses incurred for their livestock project during the feeding period. Invoices will be issued periodically and it is expected to be reconciled within thirty days from the invoice date. Any outstanding balances must be paid in full before monies from the sale of livestock or premium auctions will be released to the student or parent/guardian.

9. **Additional Duties**

The safety, sanitation, and appearance of the AMP Complex are a priority. Students may be assigned additional duties on specific days. These activities will be coordinated through the supervising agriculture science teacher. Those students who do not cooperate must remove their livestock projects from the complex and/or may

have any money from the sale of livestock or premium auctions withheld until the additional duties are performed. If the additional duties are not performed by the student, then monies that are withheld will be forfeited.

10. **Complex Security**

The AMP Complex is monitored by the Farm Manager, agriculture science teachers, high school administration, and North East ISD Police Department by physical monitoring and through the use of video surveillance. It is the responsibility of all participants to conduct themselves in a proper manner and to report any security concerns to any of the above parties immediately. Access to the AMP Complex is only available between the hours of 6:00 am and 8:30 pm daily.

11. **Complex Biosecurity**

Biosecurity is a set of measures designed to protect the AMP Complex from the entry and spread of pests and diseases. Biosecurity is the responsibility of every person that utilizes the AMP Complex for raising a livestock project. Please be mindful that anyone and anything that is brought onto the AMP Complex can be a source of pests and diseases for livestock. For this reason, the following practices have been established and must be followed:

- ❑ Access to the livestock project centers shall be limited to those persons listed under *1. Livestock Project Centers* on page 3 of this guide.
- ❑ New animals entering the AMP Complex will be monitored closely for a minimum of 21 days for any signs of disease or sickness. Animals may be isolated to prevent contact with other animals upon introduction into a livestock project center.
- ❑ Returning animals from other facilities or livestock shows may have been exposed to pests and diseases, so students must follow the established protocol by the supervising agriculture science teacher for disinfecting and reintroducing livestock to a livestock project center.
- ❑ All persons should practice good hygiene to include handwashing when entering and leaving a livestock project center.
- ❑ Students will follow all preventative maintenance and vaccination protocols and schedules established by the supervising agriculture science teacher.
- ❑ Students must have separate, appropriate footwear for use when carrying out daily responsibilities in a livestock project center. The footwear should be stored in the provided locker in the livestock project center. Students with multiple species of livestock must have separate, appropriate footwear for each livestock project center that they use.
- ❑ If it is determined by a supervising agriculture science teacher that it is necessary to place a livestock project center under quarantine due to pests, sickness, or diseases, then no livestock will be permitted to leave or enter the livestock project center until a quarantine has been lifted. Students that fail to comply with a quarantine by removing livestock, will not be allowed to return the livestock to the AMP Complex and will no longer be eligible to exhibit the livestock project through the James Madison FFA.

12. No-Grace Period Policy

The James Madison FFA will not recognize the holiday “grace” periods during the Christmas or Spring Break school holidays. This policy enhancement is (1) allowed by the UIL rules, (2) requested by the AMP staff, (3) fully supported by the administration of the North East ISD, and (4) complementary to our program, campus, and school district’s policies and objectives.

This policy applies to all James Madison FFA activities during these two holiday periods. Any student or parent not in agreement with this policy must remove the student’s livestock project from the AMP Complex and make plans to exhibit under another governing body.

13. Livestock Project Center Priority System

Priority One: one animal in one livestock project center

- ❑ **Experienced feeder** that reserves a pen assignment by making a deposit and filing a signed feeder’s contract prior to the **initial project center deadline**.
- ❑ First year feeder that meets the **initial project center deadline** and criteria.

Priority Two

- ❑ **Proficient feeder** wanting multiple livestock projects or multiple species.
- ❑ **Junior FFA member** meeting criteria.
- ❑ **Experienced feeder** that waits until the **final project center deadline** to commit.

Priority Three

- ❑ **Experienced feeder** returning on a **livestock feeder’s probationary contract**.

Priority Four

- ❑ Any student with grade, discipline, and/or school attendance issues.

Definitions:

- ❑ **Experienced feeder** – a returning livestock feeder that has successfully completed a livestock project.
- ❑ **Initial project center deadline** – the date established by the supervising teacher of a livestock project center by which students are given the opportunity to reserve a pen assignment.
- ❑ **Proficient feeder** – an experienced feeder that has displayed consistent and appropriate animal husbandry techniques throughout an entire feeding period. The designation of proficient feeder is made by the supervising teacher of a livestock project center.
- ❑ **Junior FFA member** – a 3rd through 8th grade North East ISD student interested in developing a livestock project program prior to their enrollment in the Agriscience Magnet Program. Teacher Choice Waivers apply.
- ❑ **Livestock feeder’s probationary contract** – standardized contract issued to experienced feeder that did not satisfy the criteria of the livestock feeder’s contract.



PROJECT INSPECTION REPORT

Agriscience Magnet Program

Student Name: _____ Barn: _____ Date: ___/___/___ Time: _____ Pen #: _____

PROJECT EVALUATION RATING

- | | |
|--|--|
| <input type="checkbox"/> Excellent | <input type="checkbox"/> Needs Improvement |
| <input type="checkbox"/> Above Average | <input type="checkbox"/> *Unsatisfactory |
| <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Parent Conference Requested |

MANAGEMENT AREAS

- | | |
|---|--|
| <input type="checkbox"/> Feeding: _____ | <input type="checkbox"/> Grooming: _____ |
| <input type="checkbox"/> Watering: _____ | <input type="checkbox"/> Exercise: _____ |
| <input type="checkbox"/> Weighing: _____ | <input type="checkbox"/> Regularity of Care: _____ |
| <input type="checkbox"/> Cleanliness: _____ | <input type="checkbox"/> Other: _____ |

Additional Comments: _____

Parent Signature: _____ Instructor Signature: _____

**Notice to Student: Unsatisfactory scores require yellow copies of reports to be returned to the barn supervisor with parent & student signatures.*

***WHITE COPY – Student/FFA Member *YELLOW COPY – AST *PINK COPY – Chapter
KEEP THIS REPORT FOR FURTHER REFERENCE**



PROJECT/BARN VIOLATION

Agriscience Magnet Program

Student Name: _____ Barn: _____ Date: ___/___/___ Time: _____ Pen #: _____

CLERICAL

- Missed Meeting
- Paperwork Missing
- Grades
- Other: _____

BEHAVIOR

- Horseplay
- Parking/Speeding
- Language/Bullying
- Other: _____

MANAGEMENT

- Missed Barn Chore
- Pen Cleanliness
- Feed/Water Mgmt.
- Other: _____

Additional Comments: _____

Student Signature Parent/Guardian Signature Instructor Signature

**Notice to Student: Yellow copies of barn violations are to be returned to the barn supervisor with parent & student signatures.*

***WHITE COPY – Student/FFA Member *YELLOW COPY – AST *PINK COPY – Chapter
KEEP THIS REPORT FOR FURTHER REFERENCE**