

**MFISD FFA PROJECT CENTER GUIDELINES
2018-2019**

Section A: The Project Center (also know as the Ag Barn) is an MFISD instructional facility; all MFISD rules, policies, practices, and procedures are in force at all times. Only approved animal projects are permitted to be housed at the MFISD Project Center.

1. The Project Center, is for use of Marble Falls FFA members and immediate family **ONLY** to provide housing and care of their respective FFA livestock projects.
2. **PEN RENTAL** – The pen rental schedule is as follows:
\$25 per hog, sheep, goat, lamb, cattle
\$25 per pen of 25 turkeys, chickens
3. This Pen lease will terminate two weeks after the closing date of the target show for each individual animal, unless other arrangements are made with the Ag Science Teacher(s). Target show means the terminal show the animal is entered in (including the Burnet County Livestock Show). Animals are to be removed from barn no more than 30 days after the last show of each FFA competition year.

Section B: MFISD FFA show projects may be housed at the MFISD Project Center or at another location approved by the FFA Sponsor. Projects housed outside of the MFISD Project Center will be inspected by the FFA Sponsor monthly at the approved location. All animals housed at the MFISD Project Center shall have the approval of an MFISD agriculture science teacher.

Section C: The following rules are currently in force. Any new rules that may become necessary will be effective immediately upon notification of the agriculture science students by the agriculture science teachers. They will be posted in all pertinent publications.

1. **GATE CARD:** Each student will be given a card to enter the facility. This card must be kept safe at all time. If the card is lost, there will be a replacement fee of \$5 to get a new one. The Gate Card will be returned to the FFA sponsor within two weeks after the closing date of the target show each year. All gates shall remain closed at all times to protect animals from fleeing the Project Center area.
2. **FEEDING HOURS** – Animals are to be fed between the hours of 6:00 am to 10:00 pm Monday – Sunday. The Ag Science Teachers(s) must approve any alteration of feeding times. This is for the safety of all involved.
3. **PEN AVAILABILITY** - The number of animals a student may raise at the MFISD facility is limited to the available space as determined by the student’s agriculture science teacher in consultation with the appropriate specie sponsor. The specie sponsor will assign a stall or pen where the project animal will be kept. Students enrolled in an agriculture science class during the fall or spring semester (or both) shall be given priority for a pen assignment, as determined by the appropriate specie sponsor. In the event that more requests for stalls or pens have been made than spaces available, the pens may be assigned based on a plan established by the specie sponsor and the Director of CTE.
4. **PEN MODIFICATION** – No modifications will be made on the pen without the consent of the Ag teacher. In cases where common fence separates two or more student’s pens, all students involved will be considered responsible for any necessary repair. No structures or equipment may be placed in pens without the specie sponsor’s approval.

5. **PEN ACCESS** - Students should not be in another pen unless permission is given by the project owner of that particular pen.
6. **ANIMAL AND PEN CARE** – Animals must be fed and watered 2 times per day unless otherwise instructed. Animal pens ***must be*** cleaned and maintained daily.
7. **FEEDING OF OTHER STUDENT’S ANIMALS** - Each student is responsible for the medical & general care including the feeding of his/her project. Students shall not feed animals that do not belong to them unless prior arrangements have been made with the owner or agriculture teacher.
8. **AG FACILITY CLEAN-UP** – The appearance of the agriculture facility is a priority; there will be periodic “Ag-facility clean-ups” which are mandatory for students with animal projects housed at the agriculture facility. If a student is unable to attend for any reason, they are responsible for finding a suitable replacement. The primary responsibility for cleanliness, discipline, and supervision rests with the student and/or parents when an instructor is not present after hours. Pen and trash clean-up is to be done ***within one week*** of the removal of exhibitors’ animals. Failure to abide by this will result in a fee and possible delay in receiving Burnet County Check. All supplies left behind after this deadline, become FFA property.
9. **MAINTENANCE** – Each student will be responsible for overall maintenance of the barn-cleaning and raking out pens, sweeping, etc. Animal waste collected in wheelbarrow is to be dumped by each individual student as they use it (it should NOT sit there for several days).
10. **NEGLECTED ANIMALS** – Any animal neglected, abandoned, or abused will be removed from the barn and be charged a \$100 hauling/handling fee plus auction costs to deliver the animal to the nearest auction house. Removal of an animal will occur after one written notification from the Ag Science Teacher(s). The owner will have five business days to remove the animal. If the animal is not removed in time, it will be removed and sold through the nearest Auction Barn at the owner’s expense. The remainder of the money from the sale of the animal will be sent to the owner through a valid student activity fund account. Removal of animals from the barn forfeits any further use of facilities.
11. **MEDICATION** – Medications are not provided by MFISD and are the responsibility of the individual exhibitor. Monthly vaccinations to maintain general health, such as dewormers, vitamins and other medications will be administered under the supervision of the Ag Science Teacher(s) by the students enrolled in animal related courses. Any other medication administered by the student, parent or any other individual ***must be with the consent of a veterinarian and/or the Ag Science Teacher over that species***. The Teachers are responsible for signing livestock entries at shows verifying ethical practices, so they must be kept aware of any and ALL medication used on livestock for any reason. Failure to abide by this rule will result in immediate dismissal from the barn.
4. **PERSONAL PROPERTY** – Personal property (such as halters, buckets, show sticks, etc) stored at the barn is not available for public use unless you have obtained permission from the owner of said property. “IF it is ***not*** yours, leave it alone.” Marble Falls ISD and its employees are not responsible for theft or damage of any personal items.
5. **MAINTENANCE PROBLEMS** – ANYONE AWARE OF DAMAGE OR A PROBLEM AT THE BARN IS OBLIGATED TO REPORT IMMEDIATELY TO THE AG TEACHER OR THE POSTED PHONE NUMBER PROVIDED IN THE BARN. This includes but is not limited to broken water lines, electrical problems, panels, etc.

6. **ABANDONED EQUIPMENT** – Any feed cans, feeders, buckets, show boxes, etc, that is not removed for the Ag barn within (30) days after last contest, will become the property of the FFA Chapter.
7. **FITTING** – All projects will be fitted by students, Ag teachers, parents and/or guardians *only*.
8. **ILLEGAL DRUGS ON ANIMALS** – Any student and or family using illegal drugs on animals will not only be removed from the barn, but the program as well.
9. **RECORD SYSTEM** – All animal projects housed at the barn (including breeding animals) will have current records maintained by the exhibitor as a part of the FFA Supervised Agriculture Experience Program. Record book materials will be supplied by the Ag Teachers, along with proper training and will include expense, income, medication and activities pertaining to the animal project. Such records justify the need for use of the school facility for privately owned livestock.
10. **FREE ROAMING ANIMALS** – There may be no free-roaming livestock at the facility.
11. **FEED STORAGE** – Livestock feed and tack should be kept in the assigned feed storage area. A key will be provided to keep the tack area locked. If the key is lost, there will be a replacement fee of \$5. Feed should be kept in a ***dry, sealable, varmint-proof container*** that will keep feed fresh for consumption. Feed sacks that are emptied will be ***promptly*** placed in trashcans or a dumpster at the facility. Any old or spoiled feed will be discarded and not poured onto the ground. All tack is to be labeled by the student.
12. **PETS** – No pets or other animals may be brought to the facility unless they serve a specific purpose in the livestock enterprise (i.e. exercise dog for lambs/goats). Any such exercise dogs must be restrained and not come into contact with exhibitors or livestock other than that of the owner. These dogs must have current vaccinations and be tagged with such information. Any damage caused by such dogs will be the financial responsibility of the owner of that dog.
13. **SCIENCE TEACHER(S) USE of ANIMALS** - Student projects may be used by the Ag teacher for livestock judging practice or to teach skills such as weighing, leading or vaccination.
14. **EQUIPMENT USE** - No equipment can be used unless under supervision of the agriculture teachers.
15. **RESTRICTED AREA** – The AG storage room may be accessed only by CTE personnel or for approved maintenance or security procedures. The trailer storage area is reserved.
16. **TRANSPORTATION** - Students are expected to provide their own transportation to and from the center.
17. **INSURANCE** - Insurance for animals kept at the facility is not maintained by any entity of MFISD, any of its personnel or affiliated organizations. The loss, injury, or illness of animals is not the responsibility of the MFISD, its employees or any of its entities.
18. **EQUIPMENT STORAGE** - Storage may be provided by the student, upon a teacher's approval. MFISD or any of its personnel or entities are not responsible for any problems that may arise from the use of, or damages that may occur to, storage equipment.
19. **VIOLATIONS** - Violation forms may be issued for students failing to comply with project center rules. Family members who violate rules may also result in the student receiving a violation notice. Depending on the severity of the violation (three written violation notices) may result in the removal of the project from the Project Center.
20. **PROJECT CENTER HOURS** - Students and parents must observe opening and closing times for the complex. Anyone entering the complex before/after hours will be issued a violation notice unless approved by the agriculture teacher and species sponsor. The

hours are 6:00 am to 10:00 p.m. All rules and feeding procedures apply to holidays and weekends.

21. **DUTY ASSIGNMENTS** - Students may be assigned regular duties at the center; any student failing to do so may be given a violation notice.
22. **INAPPROPRIATE BEHAVIOR** – Anyone abusing any person, animal or property will be required to remove their animals from the barn and forfeit future use of all Ag facilities. An individual that harms any animal will be held liable. Students are expected to act in a professional manner at all times at the agriculture facility. Any student serving an assignment in an EPIC or a suspension will not be allowed to enter the Ag facility. Use or possession of tobacco, alcohol, or weapons by persons on the premises shall result in removal of student and project in addition to any other consequences.
23. **VANDALISM** - Students will be held financially accountable for willful acts of vandalism.
24. **PROBLEMS AND CHAIN OF COMMAND** – When a problem or concern arises, the best way to resolve it is by following a set of “chain-of-commands”. Always begin with the Ag teacher, Director of CTE, Principal, Central Office.
25. **ADDITIONAL RULES** - The agriculture science teachers for each program / specie may create rules in additions to these rules that are specific to their program / specie. Any additional rules shall be approved by the Director of CTE and the campus principal.

Section D: Any offense of rules or any action that is derogatory to the FFA, the FFA Advisor or MFISD will be handled by the discretion of the FFA advisor or the Species Sponsor. The disciplinary actions taken will be varied with the severity of the offense. Expulsion from the barn and/or dismissal from the FFA are possible consequences to any rule violation or action that is deemed derogatory and will be handled at the discretion of the FFA advisor in consultation with the species sponsor and the Director of CTE.

Section E: Project Supervision:

The STUDENT is responsible for:

1. The general and medical care of his/her project and project area.
2. Informing the teacher regarding any problems and/or progress of the project.
3. The entry fees needed for all stock shows.
4. The payment of feed and animal costs.
5. Attendance of ALL mandatory barn clean ups from start to finish.

The PARENT is responsible for:

1. The general supervision of the project on a day-to-day basis.
2. Communication with the teacher should a question or problems arise concerning the project or student’s performance.
3. The transportation of students to the complex for care of the animal.
4. The transportation and accommodations of students at all stock shows.
5. Making sure all payments are made by the student in a timely manner.

The AGRICULTURE TEACHER is responsible for:

1. Any problems that may occur with the animal project during normal working hours. The teacher is not required to take emergency calls after hours for the purpose of

treating sick or injured animals, but will make every effort to assist when needed with those problems.

2. The teacher will visit all projects on a regular basis, in accordance with MFISD & FFA guidelines.
3. Selecting the feeding programs for each animal project area. Feeding instructions for animals raised at the barn are to come from MFISD agriculture teachers only. Any outside instruction may lead to dismissal from the barn.
4. Livestock Show attendance will be determined by the specie advisor. Students may not attend a major stock show without an advisor or a species sponsor or without their approval.
5. The teacher will assist in giving medications when possible. The teacher will NOT be held liable for injury to livestock while assisting the student with their project. This includes but is not limited to: giving medications, castration, dehorning, docking, worming, trimming or any other activity directly involving the teacher and animals.
6. The FFA sponsor will provide transportation for all FFA projects to approved shows entered by the chapter.

**Marble Falls ISD Animal Project Center
Contract for Use
2018-2019**

- I have read and agree to abide by the Marble Falls FFA Ag Barn rules outlined for the 2018-2019 school year.
- I understand that I am responsible for my actions at the facility.
- I will maintain a positive and cooperative working attitude with Ag teachers, MFISD staff and other barn members at all times.

Student Signature

Date

Print Student Name

Parent/Guardian Signature

Date

Print Parent/ Guardian Name

Insurance Information

Print Student Name

Policy # and or Group #

Print Insured's Name

Family Physician and Phone Number

Insurance Company

Insurance 24-hour Phone Number

Please indicate species and quantity:

Chicken _____ Rabbit _____ Lamb _____

Turkey _____ Goat _____ Hog _____

Steer _____ Heifer _____ Turkey _____

FOR AST ONLY:

Pen #: _____

of heads X \$25/head = _____

Total Paid: _____ (checks to: MF FFA)

This Receipt of Handbook Form is to be completed annually by each student that utilizes the center:

1. I have read and agree to abide by the MFISD FFA Handbook. I clearly understand all rules and regulations outlined regarding the project center.
2. I understand that space may be limited and each student may be limited to the types and quantity of animals allowed to be kept at the complex.
3. I understand that any one caught feeding unapproved feed/additives will be issued a violation and that medications shall not be given to animals without prior approval.
4. Problems that arise at the complex should be addressed with the student's teacher
5. I understand that all MFISD policies, procedures, rules, practices, and regulations will be in effect and enforced at the Project Center.

I agree to the afore-mentioned rules and regulations, as well as those outlined in the MFISD FFA Handbook.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Phone Number: _____

MFISD FFA Sponsor Handbook
Marble Falls ISD Agricultural Science - Project Center

Marble Falls ISD maintains an educational facility and project center located on the Marble Falls High School campus at 2201 Mustang Drive, Marble Falls, TX 78654. The center provides for all FFA members who wish to have an SAE Animal Project. This is an MFISD facility overseen by MFISD. All MFISD rules, regulations, policies, practices, and procedures are in effect, and shall be enforced.

This center is currently open and available for housing swine, steer, sheep, goats, lambs, cattle, turkeys, and chickens. No male animals capable of reproduction will be allowed at the facility. Female animals capable of breeding may stay at the MFISD facility provided they are eligible to show.

The following rules in addition to the ones listed in the FFA Handbook are currently in force. Any new rules that may become necessary will be effective immediately upon notification of the agriculture science students by the agriculture science teachers, and will be posted in all pertinent publications.

THESE RULES ARE TO BE FOLLOWED BY ALL INDIVIDUALS ENTERING THE MFISD PROJECT CENTER

1. All MFISD FFA projects must be kept at the MFISD project center and projects kept at the facility must be approved by the student's agriculture science teacher and the appropriate specie sponsor (an MFISD agriculture science teacher). The number of animals a student may raise at the MFISD facility is limited to the available space as determined by the student's agriculture science teacher in consultation with the appropriate specie sponsor. The specie sponsor will assign a stall or pen where the project animal will be kept. High school students that will be enrolled in an agriculture science class during the fall or spring semester (or both) shall be given priority for a pen assignment, as determined by the appropriate specie sponsor. In the event that more requests for stalls or pens have been made than spaces available, the pens may be assigned based on the written plan established by an agreement among all MFISD agriculture science teachers.
2. Each student is responsible for the feeding, medical, and general care of his/her project on his/her own time and not during school time. Raising a project animal is to be a learning experience for the student. The student showing the project is to be the primary care provider for the animal.
3. Each project must be cared for in a proper manner (i.e., daily and sufficient feeding and watering). In the event an animal is not fed or watered while at the facility, the student will be required to pay for all feed and other incidental items used for the animal's care during the time of neglect. A student's animal may be removed from the facility after the third documented incident of neglect.
4. Students will be responsible for keeping their individual project stall or pen clean at all times. In addition, it is the individual student's responsibility to keep his/her animal in the assigned pen. Animals may be turned out of their assigned pen for exercise provided someone is present at the facility to monitor the animal's behavior.

5. Persons responsible for intentional damage or vandalism to the property, equipment, or animals may be held financially responsible for repair of the damage and may have their project removed from the barn.
6. Any visitor taken to the facility is the sole responsibility of the agriculture science student accompanying the visitor. Visitors must be pre-approved by an MFISD agriculture science teacher. All persons must follow all rules of the project center.
7. Feed rooms, store rooms, wash rack, walkways, common areas, and any other facility grounds will be kept neat, clean, and organized by the students using the facility. Clean-up days may be arranged by the FFA Sponsors as appropriate.
8. The Project Center is an educational facility for MFISD. Only equipment necessary for instructional use by students can be maintained and kept at the Project Center.
9. The abuse of any animal shall not be tolerated.
10. State law prohibits the use of alcoholic beverages, or controlled substances, tobacco products, and the use of profane or abusive language at any school facility. In addition, all high school, MFISD, and FFA policies, procedures, rules, practices, and regulations will be in effect and enforced at the Project Center.
11. Insurance for animals kept at the facility is not maintained by the school district, agriculture science departments, agriculture science teachers, FFA chapters, or any MFISD school. The loss of animals shall not be the responsibility of the school district, any MFISD employee, or any FFA entity.
12. The entrance to the facility is to remain locked at all appropriate times. The agriculture science teachers will have a key to any locks and key card access to gates.
13. Due to safety concerns, the project center will be open between the hours of 6:00 AM and 10:00 PM. Anyone present during closed hours will be considered trespassing. It is highly recommended that no individual be at the barn alone after dark.
14. The agriculture science teachers for each program / school / specie may create rules in addition to these rules that are specific to their program / school / specie. Any additional rules shall be approved by the campus principals of involved schools. The Director of CTE shall be notified of any additional rules.
15. All students must maintain up-to-date feed logs on a daily basis.
16. Other than students currently in good standing with an MFISD FFA program and an approved project, the Project Center shall not be used for personal financial gain.
17. Animal waste shall be disposed of properly and manure shall be placed in the manure pit.

Offense:

Any offense of rules or any action that is derogatory to the FFA, the FFA Advisor or MFISD will be handled by the discretion of the FFA advisor. The disciplinary actions taken will be varied with the severity of the offense. Expulsion from the barn and/or dismissal from the FFA are possible consequences to any rule violation or action that is deemed derogatory and will be handled at the discretion of the FFA advisor, species sponsor, and the Director of CTE.