

# Friendswood High School Agriculture Science Facility Rules and Procedures



## Agriculture Science Teachers

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## **RULES AND FEES**

The Friendswood High School Agriculture Science Facility's purpose is to provide an extension of the classroom instruction for FFA members to house their Supervised Agriculture Experience (SAE's) animal project.

To help ensure that all students and parents have a rewarding, successful, and educational experience, rules and regulations concerning use of the facility must be observed and followed by all parties. The facilities will be monitored by the Friendswood High School Agriculture Science teachers and administration.

A student must do the following before an animal is brought onto the grounds:

- a. Obtain permission from one of the Ag Science Teachers
- b. Have attended the mandatory meeting with both student and parent present
- c. Understand, sign, and turn in completed Google Form and Usage Agreement to one of the Ag Science Teachers

All participants (adults, students, and guests) must comply with the following criteria:

1. The Friendswood High School Agriculture Science Facility is part of Friendswood ISD; therefore all rules and regulations found in the FHS Mustang Manual and Code of Student Conduct apply.
2. Neither FISD, its employees, volunteers, nor the FFA are responsible for damage or loss to personal property, injury of members, animal projects, guests or family members.
3. Only active FFA members or Junior FFA members may use the facility.
4. Only parents and current FFA members who have animals housed on site may access the ag facility. **An Ag Science Teacher must be notified if a guest or industry professional will be present at the Ag Science Facility PRIOR to their visit. This includes veterinarians, chiropractors, breeders, etc.**
5. Only **one** guest under 18 years of age may accompany a student with an animal project to the facility, unless a parent or legal guardian accompanies the student. Parents, guardians, or guests who cause a disturbance while at the Ag Facility will lose their privileges to enter the Agriculture Facility.
6. FHS Dress Code Policy applies to the Agriculture Facility. **Shoes are required at the facility.**
7. Any damage done by **student, family member, or guest** is the responsibility of the student and his/her family
8. **Do not feed, or in any way bother another student's project without permission.**
9. **NO dogs, pets, or any other animal** except those considered FFA projects are allowed.
10. **NO OUTSIDE FOOD OR DRINK!!!**

### **STUDENT BEHAVIOR:**

Students are expected to behave in a professional manner at all times. Activities which endanger the health or well being of students, parents, teachers, and/or animals will not be permitted. Dangerous or inappropriate behavior can result in eviction.

#### **Loitering or other activities not directly related to the care and feeding of animals will not be permitted.**

- First Offense: Verbal Warning
- Second Offense: Administration office referral
- Third Offense: Can lead to Eviction

### **CARE OF ANIMAL:**

The student is responsible for proper care of his/her animal. This includes adequate nutrition and hydration for proper growth, the development of the animal project, cleaning the pen and surrounding area. Any animal found to be in need of immediate emergency care, Ag Teacher or Administrator reserves the right to seek treatment for that animal at owner's expense, when owners are unable to be contacted.

- **All pens will be cleaned daily**
- **All animals will be fed, watered, and checked on twice a day.**
- **Areas and walkways surrounding each pen are the responsibility of each student. Sweep around your pen on a daily basis.**
- **Manure, bedding, and old feed will be dumped in the manure dumpster inside of the facility! Not in trash cans!**
- **Scales, wash rack, and trim chutes must be cleaned directly after use.**
- **Ethical treatment is required at all times. Any violations can result in eviction.**
- **All feed, supplies, and equipment must be kept in your designated area.**

### **FACILITY HOURS:**

The facility hours are 6:00 a.m. until 9:00 p.m. for **both parents and students**. The students and parents are able to obtain permission to be there before or after hours, but requests must be made before the need occurs, not after it occurs.

*If earlier/later time is required, **2 school day notices are needed**. You will be assigned a temporary after hours card.*

**GATE CARDS:**

The Agriculture Science Facility has a carded entry system. Each student will be assigned 2 Access Cards (one for the student and one for the parent) for the duration of their project. Once their project is complete and the barn has been cleaned, the cards will be returned to the Ag Teachers. If a student loses a gate card another card must be purchased for \$25. If someone other than the student or parent uses the access card without permission of the Ag Teacher, barn privileges can be revoked. Students who do not return both access cards at the completion of the student's project will be charged a \$25 fee per card.

***You must swipe your card to enter and to exit the facility. Do not just follow someone in or out of the facility.***

**AET RECORD BOOK**

As a requirement for your Supervised Agricultural Experience you must submit a journal entry through your AET account each week. Failure to maintain a record book will result in point deductions. Mrs. Sawyer will host AET Workshops to assist students with their record book. The workshop dates will be announced in class and are also listed in our monthly newsletter.

If you are pursuing your Greenhand, Chapter, Lonestar, or American Degree you have to keep an updated record book.

AET Student Help Link: <https://www.theaet.com/studenthelp>

**BARN DUTY SCHEDULE**

A barn duty schedule will be posted at the barn as well as the three Ag Science Teacher's classrooms. **Assigned jobs must be completed on the day they are assigned or you will be subject to a deduction of points.**

## **MANDATORY BARN CLEAN UP WORKDAYS:**

There will be at least one workday each month. Barn clean-ups will begin at **4:10pm** unless stated otherwise. Students are **required** to participate at each clean-up. If students are unable to attend a barn clean-up then a suitable replacement must be present or they may be charged a \$50 clean-up fee. Other mandatory work days may be added throughout the year if needed. Only the Ag Science Teachers can approve an absence and a make-up time will be assigned. An absence form must be completed and turned in 2 days prior to missing the barn-clean-up.

To receive credit for attending a workday the student must arrive on time, participate in the workday and not leave until dismissed by the Ag Science Teachers and barn manager. Parent help is always appreciated at workdays.

### **2023-2024 Barn Clean Up Days:**

**Wednesday, September 13th**

**Wednesday, October 18th**

**Thursday, November 9th**

**Wednesday, December 13th**

**Wednesday, January 17th**

**Wednesday, February 14th**

**Thursday, March 28th**

**Wednesday, April 10th**

### **Final Mandatory Barn Clean Up**

*Your pen should be cleaned out and your personal items should be removed prior to this barn clean up. This is not a day dedicated to cleaning out your personal space. You must also turn in your barn cards by this time!*

**★ Wednesday, May 1st**

## **POINT SYSTEM**

- To ensure the cleanliness and safety of the Friendswood High School Agricultural Science Facility, a point system will be in place to manage all students and animal projects.
- All students will be put on a point system of 100 points.
- Each student will have one point system per feeding period. Students with multiple animal projects will be on one point system.
- Point value decisions are made by Ag Science teachers, barn manager, and administrators.
- Points can be made up by performing extra duties around the Friendswood Agricultural Facility. Extra duties will be deemed appropriate by the Agriculture Science Teachers and Barn Manager. Points earned must be made up **within 7 days of points lost infraction.** Make up points will be based off of the Ag teacher's and Barn Manager schedules only. **Students may only gain half of the points back from the infraction.**

## **LOSS OF POINTS**

When points are deducted both student and parent will receive an email notification from Mrs. Sawyer, Mr. Reifel, Ms. Beken or barn manager. Please be sure that you have all contact information completed on the Google Form.

Points will be deducted when infractions occur. Points will be deducted as follows:

### **10 POINTS**

- Failure to dispose of trash (feed sacks, etc.) to outside dumpster
- Failure to clean pen regularly
- Failure to empty wheelbarrow or bucket
- Loitering at the Ag Facility
- Failure to put away tack or equipment
- Failure to submit AET Journal entries
- Failure to perform scheduled barn duties
- Failure to swipe barn card entering or exiting the facility
- Failure to clean up after your animal in common areas (ex. aisles, washracks, driveway)

### **20 POINTS**

- Failure to perform daily feeding duties
- Failure to feed before 10:00 a.m.
- Failure to use a halter (lambs, goats, and cattle)
- Failure to participate in a barn clean-up
- Failure to exit Ag Facility by 9:00 P.M.

### **50 POINTS**

**(Points can not be made up from any violation in this category)**

- Any unsafe practices that could result in harm or damage to yourself, others, animal projects, or the Ag facility.
- Moving pens without permission of Ag Teacher.

### **50 POINTS**

#### **AND**

#### **Probation for remainder of the school year**

**(Points can not be made up from any violation in this category)**

**(Refer to Student Code of Conduct Office Referrals)**

- Disrespect or insubordination to an adult (teacher, parent, school personnel, etc.)
- Fighting and/or harassment of another student or parent

### **IMMEDIATE EVICTION**

- **Deliberate damage to school property**
- **Deliberate harm or damage to another student's animal project**

Students and parents will be notified when the student's points decline to **30 points**. Ag teacher will meet with the student and the parents.

When a student is **out of points**, the student's animal project will be evicted from the Ag Facility. A written notice will be sent to students and parents with a maximum of 7 days to remove the animal from the facility. (If the animal is not removed within 7 days, the animal will be removed at the student's expense and sold at a local auction facility). Student will lose Ag Facility privileges for 1 year.

#### **NOTICE OF EVICTION WILL PROCEED AS FOLLOWS:**

- When a student loses all points, notification will be sent to student and parents with a maximum of 7 days to remove animal project from the facility. (See Point System.)
- Immediate removal of the project from the agriculture facility.  
Major infractions of school, facility, or student code of conduct rules while at agriculture facility that result in: immediate eviction, as deemed appropriate by Friendswood ISD Administration.
  - Alternative School Assignment
  - Suspension
  - Expulsion
- All evictions result in the loss of privileges permanently from the facility.
- Any student who is suspended, sent to AEP, DAEP, or other alternative school or educational placement will lose barn privileges and FFA participation for the amount of time that they are attending the alternative campus.

**FEES:**

Cattle	\$100 per Year
Lamb/Goat	\$60 per Year
Swine	\$60 per Year
Poultry	\$50 per Year/per Pen of Birds ( <b>No more than 50 broilers or 15 turkeys in one pen</b> )

**ANIMAL COSTS:**

The student is responsible for the initial cost of the animal and all expenses for feeds, medicines, entry fees, vet visits, or other care during their ownership of the animal project.

**PENS:**

- **Pens will be assigned by the Agriculture Science Teacher.**
- There will be no modifications or alterations (wire, boards, etc.) to pen except with permission of the Agriculture Science Teacher.

**CARE OF STALLS AND BEDDING:**

- The pen needs adequate and appropriate bedding materials at all times.
- Old bedding will be removed and replaced regularly. **DO NOT** put new bedding on top of old materials. Any soiled, dirty bedding must be removed promptly and disposed of in the designated areas.
- The wheelbarrow must be emptied in assigned area after each use
- It is your responsibility to clean the area in front of your pen. **DO NOT** move it to the next person's pen area. This is neither acceptable nor respectable.

**ANIMAL PROJECT MANAGEMENT**

This animal project is the student's project and responsibility. All animal project management decisions will be made by the student/parent. Agriculture teachers are available to assist and aid a student when a student requests this assistance. Agriculture teachers will closely monitor all show rules. Ethical treatment of animals is required at all times and rule violations will not be tolerated.

## **ANIMAL HOUSING**

*“The student must own their animal from the beginning and throughout the duration of the feeding period. The student must feed and care for the animal on a daily basis without any aid or assistance during the entire period except from their County Extension Agents, Ag Teachers, 4-H Leaders, or family. The Livestock Superintendent and/or Show Chairperson reserves the right to visit the facility where the exhibitor’s animals are housed at any time” (Galveston County Fair and Rodeo).*

## **REMOVAL OF ANIMALS AFTER SHOWS**

The student is to remove all projects from the Ag facility within **7 days** after their respective show unless otherwise directed by an agriculture teacher. This rule applies to **all** animals including heifers. If the animal is not removed by the 7 day period, the student will be assessed a \$100 hauling/handling fee to deliver the animal to the nearest auction facility.

## **ANIMAL DEATH**

If an animal project dies at the agriculture facility, it is the student’s/parent’s responsibility to remove the animal carcass within two (2) hours of being notified of its existence.

If the carcass is not removed within 2 hours, this service will be provided at the expense of the owner of the animal project.

## **SENIOR STUDENTS**

No senior student may start a project which will not finish before school is released for the academic year.

## **STUDENT ELIGIBILITY FOR LIVESTOCK SHOWS**

In order to be eligible to participate in any livestock show as an FFA student, students must meet the following requirements:

- Be enrolled in an agriculture science class.
- Have approval from the supervising teacher.
- Be a member in good standing of the Friendswood FFA Chapter.
- Attend all mandatory livestock meetings for the specific livestock project.
- Be passing ALL subjects at the time that eligibility is determined per UIL/FISD guidelines. If a student is ineligible to show due to grades, the animal is ineligible to show.
- Per FHS Rules, students must be passing all classes that they will be missing in order to attend a show or contest.
- Have paid entry fees on time and meet show requirements.

### **STUDENT ELIGIBILITY FOR FFA**

- Enrolled agriculture science class
- “No Pass No Play” does apply to participation in contests or shows

### **TERMS, CONDITIONS AND CONSEQUENCES**

The Agriculture Science Program reserves the right to remove any animal from the facility if any one of the following 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
- Student is no longer involved in the program
- Any animal shown under 4-H when the animal project is housed at the Agriculture facility.
- Student expelled from FISD.

If the student fails to abide by any of the above-mentioned rules or guidelines, actions can be taken to remove the animal and/or ban any future agriculture facility privileges. The student is subject to disciplinary action for failure to comply with these guidelines.

### **AGRICULTURE TEACHER USE OF ANIMALS**

Student projects may be used by agriculture teachers for livestock judging practice or to teach skills such as weighing, leading, or vaccination.

### **PROBLEMS**

If problems or concerns should arise contact the Agriculture Science Teacher. Do not confront another student or parent if you have a problem.

### **TRAILER USE:**

- Trailer can be used for school sponsored/sanctioned activities **only**. This is defined as contests that are eligibility based, medical care of project animals, picking up animals from the breeder, show clinics or other activities that are project required such as tag in. It will be reserved on a first come first serve basis as trailer forms are submitted to the trailer reservation form the mailbox outside of the barn office.
- Trailer check out forms must be completed and submitted at least **7 days prior to use with the exception of emergencies**. Date, location, reason, and other essential matters are required for the written form. Trailers are reserved as a first come first serve basis.
- If leaving before 6 a.m. or returning after 9 p.m. you will be issued an after hours barn card. This card must be returned to the locked mailbox near the barn office immediately after your return. Failure to return the card or if the card is lost there will be a \$25 charge.
- Trailer must be returned clean of all residue, manure, hay, etc. to designated location.
- Any damage done to trailer by animal, student, or parent must be repaired at student's expense.
- Unauthorized use is considered to be theft.
- Trailer is locked and stored at the barn.
- Driver must be insured, licensed, over 25 years of age to use.
- Any problems must be reported when trailer is returned.

***Failure to comply with these rules can result in loss of trailer privilege.***

### **LAMB/GOAT TOTE:**

- A goat tote check out form must be submitted at least **7 days prior to use with exception of emergencies**. Date, location, reason, and other essential matters are required for the written form. Totes are reserved on a first come first serve basis as trailer forms are submitted to the tote reservation form mailbox outside barn office.
- If leaving before 6 a.m. or returning after 9 p.m. you will be issued an after hours barn card. This card must be returned
- to the locked mailbox near the barn office immediately after your return. Failure to return the card or if the card is lost there will be a \$25 charge.
- Tote must be returned immediately after use.
- The tote must be securely fastened to the vehicle during use.
- Any damage done to a tote is at the student's expense. A lost or misplaced pin for the door is also a responsibility of the student.

***Failure to comply with these rules can result in the loss of tote privileges.***

## Species Specific Rules

### Cattle

- Only one fan per cattle pen
- No more than 5 bales of hay per person in the hay loft.
- All cattle supplies must be kept **within** your designated area

### Swine

- All pig supplies must be kept on the shelf provided above your pen.
- **ABSOLUTELY NO** heat lamps will be used!!!

### Lambs/Goats

- Only one fan per lamb or goat pen
- Each exhibitor will only be allowed one trash can and one trunk for feed and supplies!
- No more than 1 bale of hay per person in the hay loft.
- **ABSOLUTELY NO** heat lamps in the lamb and goat barn

### Poultry

- Maximum of 50 broilers will be allowed per pen. If the student wishes to purchase more broilers, another pen will need to be rented (based on availability).
- Maximum of 15 turkeys will be allowed per pen. If the student wishes to purchase more turkeys, another pen will need to be rented (based on availability).
- **Cull pens are not guaranteed.** The availability of cull pens will be based on the amount of empty pens available. Cull pens cannot be rented.

**ALL ANIMALS MUST BE FED BEFORE 10 AM.**  
**THIS INCLUDES WEEKENDS AND HOLIDAYS!!!**

*Digital registration form and barn fees due by  
August 29th, 2023*

*Digital Registration Form is at the following web address.*



# **Vet Clinics**

**If you believe that your animal is sick, please contact the agriculture science teacher over your species immediately. If a veterinarian is necessary we recommend the veterinarians listed below.**

## **Gulf Coast Large Animal Clinic**

**Dr. Knappe**

**15835 County Rd. 185**

**Alvin, TX 77511**

**281-331-2830**

## **Santa Fe Equine Associates**

**Dr. Jenkins**

**3417 Ave. J**

**Sante Fe, Texas 77510**

**409-316-1389**