

Las Plumas FFA Chapter Constitution

Article 1 : Name and Purpose

Section A: The name and purpose of the organization shall be “The Las Plumas Chapter of the Future Farmers of America”. This is chapter number 306 of the California Association of the Future Farmers of America.

Section B: The purpose for which this organization is formed is as follows:

1. To develop competent, aggressive urban and rural leadership.
2. To strengthen the confidence of agriculture person in themselves and his/her work.
3. To create more interest in the choice of farming occupations as an intelligent alternative.
4. To encourage cooperative efforts aiming students of the vocational agriculture.
5. To promote thrift among the students of the vocational education in agriculture.
6. To promote and improve scholarships.
7. To encourage organized activities among students and vocational agriculture.
8. To supplement the regular systematic instruction offered to students of the vocational education in agriculture.
9. To advance the cause of vocational education in the agriculture in public schools in California.
10. To encourage members in the development of individual farming programs and establishments in farming.

Article 2 : Organization

Section A: The Las Plumas of the FFA is a local chartered unit of the California Association of the FFA, which is chartered by the National Association of the FFA.

Section B: This chapter accepts in full the qualifications of the Constitution and Bylaws of the California Association FFA as well as those of the National FFA.

Article 3 : Membership

Section A: Membership in this organization shall be active, associate, and honorary.

Section B: Qualifications for membership is outlined in the Constitution of the California Association of the FFA.

Section C: The regular work of this chapter shall be carried on by active membership.

Section D: Active members in good standing may vote on all business brought before the chapter.*

*Active members are in good standing when:

1. He/she attends local chapter meeting with responsible regularity.
2. He/she shown interest and takes part in affairs of the chapter.
3. He/she is enrolled in an agricultural class.

Article 4 : Membership Levels and Privileges

Section A: There are five levels of membership based upon achievement. These levels are:

1. Member
2. Greenhand
3. Chapter FFA Degree
4. State FFA Degree
5. American FFA Degree

Section B: Qualification for election to the Greenhand Degree and the Chapter Farmer Degree are outlined in the Constitution of the California Association of the Future Farmers of America.

Article 5 : Officers

Section A: The officers of the chapter shall be:

President, Vice President, Secretary, Treasurer, Reporter, and Sentinel.

Section B: The advisor shall be a teacher of vocational agriculture at Las Plumas High School.

Section C: All officers shall be elected as per the bylaws once yearly in the spring. They shall begin their duties upon the closure of the last meeting of the year in which they are elected.

Section D: The officers of the chapter, together with the chairpersons of the major sections of the annual program of work committee, shall constitute the chapter executive committee. The executive committee shall have full power to act as necessary for the chapter in accordance with the action taken at chapter meetings and various regulations and bylaws from time to time.

Section E: Honorary and associate members shall not vote, nor shall they hold an office in the chapter except that of an advisor.

Section F: Chapter officers must:

- Hold the Chapter FFA Degree for at least one year or receive the degree during officer year.
- Have a 2.0 cumulative GPA
Maintain at least a C average and have no F's
- Requirements may be waived with advisor's approval if there are not enough qualified candidates

Article 6 : Meetings

Section A: Regular meetings shall be held once a month during the school year and at least one executive meeting shall be held during the summer. Special meetings shall be called at any time.

Section B: Two delegates may be elected from the membership to represent the chapter at the regional meeting and the State FFA conference. Teacher committee may also select the representatives.

Section C: A majority of the active members listed on the membership roll shall constitute a quorum. A quorum must be present at any meeting at which business is transacted or a vote is taken committing the chapter to any proposal or action.

Article 7 : Dues

Section A: Local dues shall be fixed annually by majority vote of the active members.

Section B: Full local, state and national dues shall be paid by the agricultural department of the Las Plumas FFA. No dues shall be collected from associate members and honorary members.

Article 8: Insignia and Uniform

Section A: The insignia and the uniform of the FFA shall be the insignia and uniform of the chapter.

Section B: Insignia and uniform used by the members shall be those obtained from authorized officials designated by the national organization of the FFA.

Article 9: Procedures

Section A: Parliamentary procedure shall be used in all meetings of this organization in accordance with Robert's Rule of Order.

Article 10: Amendments

Section A: This constitution may be amended or revised at any time upon approval of the chapter, provided the amendment(s) does not conflict and is in accordance with the National Organization.

Section B: Bylaws may be adopted to fit the needs of the chapter upon the approval of the chapter, provided it is not conflicting and is still in accordance with the State Association and the National Organization.

Las Plumas Chapter Bylaws

Article 1: General Statement

The bylaws stated should be considered as a part of the Las Plumas FFA Chapter Constitution.

It takes two meetings to amend these bylaws. Changes are presented at the first meeting, and a vote on the changes takes place at the second meeting. To make the changes legal, there must be a quorum of 15% of the chapter members.

Article 2: Officers

Section A: Election of Officers

To become an officer of the Las Plumas FFA Chapter, the following steps must be completed:

1. The member running must complete and return a Chapter Officer Application to the Advisor in charge.
2. The member must pass a qualification screening.
3. A selection committee consisting of all 12th grade officers and advisors will select six members from the submitted applications.
4. All current members in good standing will vote on which officer positions the six slated applicants shall serve.

Section B: Removal of Officers:

1. Reasons for removal are as follows:

1. Grades as stated in the Chapter Constitution
2. The use of alcohol or illegal drugs at public or school functions while wearing a FFA jacket, lack of performing duties i.e. not attending several meetings.
3. Steps for removal are verbal warning, a written notice, and then a conference. After the conference, if a student violates expectations again he/she shall be permanently removed from the office.
4. An officer may be removed at any grade period in which they do not meet the minimum required grades for holding an office, without warning

Section C: Replacement of Officers

To replace an officer:

1. A candidate must fill out an application.
2. Advisors will fill the position.

Section D: Officer Duties

Listed below are the duties of chapter officers. The duties may be exchanged or shared between officers with Advisor's approval. Additional officer positions may be appointed by the Advisor each year as needed i.e. Historian.

President

- a. Presides over meetings and maintains order.
- b. Prepares meeting agendas for both executive and general meetings.
- c. Appoints committees when needed.
- d. Represents the chapter at all local functions in addition to section, regional, state, and national functions as well as special meetings such as executive and committee meetings.
- e. Alternate ASB Representative.
- f. Provides a year-end report to the advisor of all activities completed throughout the year.
- g. Works closely with the Advisor(s) to ensure success within the chapter.
- h. In the event that a chapter officer is unable to perform his/her duties, the President will fulfill the obligations of particular officer(s) as needed.

Vice President

- a. Presides over meetings in the President's absence.
- b. Coordinates all aspects of the Chapter FFA Point Award System including, but not limited to creating monthly point sheets, tallying, entering data on the computer, ordering and distributing awards.
- c. Responsible for maintaining the Chapter Calendar.
- d. Coordinates Winter Degree Banquet
- e. Actively encourages all chapter FFA members to maintain and keep accurate records of their SAE project.
- f. Works closely with the reporter to ensure the bulletin board material is accurate, informative, and posted in a timely manner.

Secretary

- a. Prepares and posts an agenda at least two days prior to each meeting.
- b. Takes accurate minutes at all meetings.
- c. Posts accurate minutes of all meetings on chapter bulletin boards no later than two days after each meeting.
- d. Tends to all official chapter correspondence.
- e. Fills out and distributes annual FFA membership cards.
- f. Maintains and cleans the chapter files.
- g. Keeps a list of all awards and degrees issued during the year.

Treasurer

- a. Prepares a budget for the coming year, and requests membership approval at the first FFA meeting of the year.
- b. Keeps an accurate account on the computer of money flowing in-and-out of the chapter accounts.
- c. Prepares and reads a financial standing report at each general meeting.
- d. Presents budget requests at ASB meetings.
- e. Acts as the liaison between our FFA chapter and ASB regarding the financial status of our chapter.
- f. Prepares requisitions for all purchases made by our chapter.
- g. Prepares and submits to an advisor a detailed report at the end of May which accurately describes accounts receivable and accounts payable and correlates this information with the current budget.

Reporter

- a. Responsible for all publicity for the chapter including but not limited to placing articles and photos in the school newspaper, local paper(s), state and National FFA publications, as well as overseeing the making of posters to post on campus, announcing various FFA events, radio announcements, bulletin announcements, etc.
- b. Informs all the members of all the activities and functions. i.e. newsletters and bulletins.

- c. Works closely with the Vice President(s) to ensure the bulletin board material is accurate, informative, and posted in a timely manner.
- d. If the chapter does not slate or elect a Historian, or if the Historian resigns or is removed from office, the Reporter will take pictures and/or make sure that the photos are taken at all (or as many as possible) FFA functions.
- e. In the event the chapter does not have a Historian, the Reporter is responsible for compiling the scrapbook as well as entering it in the Regional competition.
- f. Works closely with the Chapter Advisor to make sure the pictures are printed in a timely manner.
- g. As needed, attend staff meetings, board meetings, advisory meetings, Ag Booster meetings, etc.

Sentinel

- a. Organizes refreshments (if needed) and prepares the meeting room for all meetings executives, general and specific.
- b. Attends the meeting room door and welcomes all members and guests.
- c. Responsible for having a roll sheet to keep an accurate account of all students attending general meetings and banquets. A copy of the roll sheets should be given to each ag teacher within 24 hours of the meeting.
- d. Assists the President in maintaining order in the meeting room.
- e. Organizes and prepares all equipment and supplies needed for FFA events. i.e. FFA Week obstacle course, bleachers for meetings in the barn, reserving the ASB sound system, etc.
- f. Works closely with the Chapter Advisor to inventory supplies.
- g. Responsible for maintaining cleanliness and order in the FFA storage area.

Article 3: Chapter Delegates

1. Chapter officers are the representatives of the chapter and shall have priority as chapter delegates.
2. If necessary, chapter delegates shall be done by an application and screening process.

3. All delegates will be in good standing in order to be representatives of the chapter.

Article 4: Money

Section A: Budget

1. The budget will be presented and approved at the first general meeting of the Las Plumas FFA Chapter. Once approved, all expenses related to the budget may be made by the officer team.

2. Any new expenditures not in the budget should be brought forward to the chapter membership and approved by the Advisor and Chapter Treasurer.

Section B: Spending

1. Any expenditure of chapter funds must be approved by the membership and requires the Chapter Treasurer and Advisor to sign the requests.

2. Emergency spending may take place to finish a chapter activity with the Advisor's approval.

Article 5: Fairs

Section A: Rules for Participation

1. There are many rules relating to the fair (see Fair Rules). The basic rule is: in order to be at the fair during class time, a student must verify a 2.0 GPA in all classes. Students not meeting this requirement must attend classes. Special arrangements must be made to be at the fair on show day. Additional rules, entry forms, and additional information may be acquired by request from the Advisor.

Article 6: Awards

Section A: Point Awards

1. A point award system shall be revised and/or updated before the school year begins and will be followed throughout the school year. For each activity or function attended, a certain amount of points will be awarded which will be recorded by the Vice President. If there is a chairman for the activity, he/she shall report to the Vice President all members who participate in the activity.

2. Awards will be given as determined by the current officer team and advisors.

3. At the end of each school year, there will be some type of activity to honor the top point award members. The current officer team will decide the activity.

Section B: Scholarship

The FFA has a scholarship fund through the Oroville Union High School District. There will be a committee made up of teachers only. The minimum qualifications to earn a scholarship are:

1. Must be an active member in the Las Plumas FFA Chapter for three years or equivalent of three (3) Ag courses.
2. Must be a member in good standing.
3. Must fill out an application.

Section C: Other Awards

Other awards, such as Star Greenhand, Star Chapter FFA Degree and Honorary Chapter Degree shall be presented each year.