

2022 Summer Inservice
Committee Minutes



SAE Committee

Chair: Bret Kindall

Committee Members Present: JR Morrow, Devin Boyer (sit-in for JR during 3rd meeting), Melissa Oliver, Troy Bird, Joe Maxwell, Tami Frank, Cami Schumann, Kala Hernandez, Matt Stokes, Amy Nichols, Lex Godfrey, Mitch Bowles, Liz Russell, Matt Stokes

Non-Voting Members Present: Lucas Barnett (3rd meeting only), Marc Beitia (3rd meeting only)

Not Present: Abigail Heikes, Daniel Knapp, Trent Van Leuven

Meeting called to order by Brett Kindall at 4:00 pm on 6-20-22.
Liz Russell nominated as secretary.

Old Business:

1. Approval of Minutes - reviewed minutes, recommendations were brought up in BOD meeting last year and were passed but they were not followed up.
 - a. Lex moved to approve minutes, Kala seconded. Motion passed unanimously.
 - b. Discussion:
 - i. Lex – it would have been reflected in AET checklist if it had been passed along after the meeting.
 - ii. Have to ask for the minutes from BOD. They are not sent out.
 - iii. Whose job is it to post those minutes and send it out? Chairman of the Board?
 - iv. Minutes should be sent out by chairman to be posted to the website.
2. Review of 2021 Action Items
 - a. Regional Scoring and Review Process of Proficiency, Stars, Degrees, etc.

b. Discussion:

- i. SOPs are used to evaluate – there is a general outline that is used by Lucas.
- ii. Online scoring for state degrees, proficiencies, and stars
- iii. Funded by the state – this year will be the last year it will be. Next year we need to discuss how to get that funded. License plate deal? Business sponsor? Need to discuss throughout this upcoming year and come up with a game plan.

New Business:

Note: Be sure to include an action items list with who from your committee will be responsible for motions/activities and committee business.

1. State Degree Handbook

- Lex moved to create a subcommittee appointed by the chair for the 'how to' document to report back to October 1st. Seconded by Kala. Motion passed.
- No formal motion made or passed for document housing. IATA website discussed as most applicable.
- Discussion:
 - A checklist would be better than a handbook but need to call it something different – checklist will be confusing
 - Bret recommends having a few people in the sub-committee work on this and having a hard deadline to have it done by and out to all the idaho ag teachers.
 - Tom Jacobsen shared a document with Bret - useful to seasoned teachers but could not be user friendly to newer advisors. Wants to use it as a base to go off.
 - Cami Schumann shared with the committee a basic and more advanced 'setup' sheet that she gives her kids to start with. She follows up with kids on more specifics after that.
 - Troy – anyone done a video? Cami - AET has videos but they aren't necessarily up to date on recent updates and revisions in AET. Troy - Mike Tes. has created videos to walk kids through steps.
 - Amy – taught her 8th graders using AET directions (printed off packets in color) and it went well - had all kids do the different projects.

- Cami – does some basic AET stuff in class but most of the specifics are outside of class. Will work with state degree kids during advisory time during the school year.
- Liz – who is on the subcommittee that was formed last year? Trent VanLeuven, Lex Godfrey, Tom Jacobsen (retired), who else???
- JR - do we want to do a handbook or do we want to do a checklist? Cami - if you make a huge handbook, it will overwhelm new teachers. JR– what we'd put in the booklet is already in the AET videos. Lex - be careful with the handbook. In a year things may change - who is going to keep it up? Starting with checklists (like what Cami has) is a better way to do this.
- Amy – what is needed is examples of good and bad journal entries, etc.
- Cami – black and white of what counts as a SAE, what and how many is needed, is what we need. Everyone's interpretation of 'best practices' is different. There are 21 current requirements, about half of them are subjective and open to interpretation.
- Lex - Clarify State Degree checklist and present to Board of Directors
- Cami - there was no Parli requirement on the checklist this year.
- JR – watering down the process. Cami - IQPS is the driver of that. Everyone has also been given their state degree automatically the past couple years regardless of reviewing.
- Amy - used to be that you had to have 2 consecutive years of SAE projects.
- Melissa - who changes the checklist? Lex - Clara Leigh can call Roger and Clay at AET and have that change happen. Lex will not make that phone call.
- Lex: where to house the handbook? Put in IATA website so there is no cost associated with housing. Makes the most sense to have it there.

2. Tiebreaker for State Star and Proficiency Awards

- Recommendation from Lori Idsinga: Motion to set the tiebreaker for state stars and proficiency awards as the interview score as determined by the interview committee at State FFA Convention.
- No discussion
- Passed unanimously

3. IQPS Active/Complete SAE Projects

- Presented by Liz Russell: I think all of IATA could use clarification on what AET counts as an active/complete SAE project for IQPS. What must be done in AET to count towards the 'active' and 'complete' SAE numbers? I believe Lex is on this committee - clarification and giving that info to the general assembly would be a benefit.
- No motion made
- Discussion:
 - Lex - what counts as an SAE in AET for IQPS as: pencil/plan green and filled out, either one journal or one financial entry
 - Kid with Multiple SAEs = higher percentage (other kids' multiple projects count for kids with none)

4. AET Chapter and Greenhand Checklists

- Melissa moved that Bret will update checklists for both to meet the state constitution. Lex seconded. Motion passed unanimously.
- Discussion:
 - Make the checklist on AET match the Idaho Constitution so chapters can use it if they want to – wouldn't have to use them.

5. State Degree Checklist and Requirements

- All committee members pulled up checklist on a device and found that the checklist changed from this past spring to now.
- Melissa moved to approve the checklist, Lex seconded. Motion passes unanimously.
- * Checklist discussion/recommendations:

Item #1 – Brand new - not sure where it came from. Lex has called Roger at AET to ask.

Item #2 – Cover page – Leave as is.

Item #3 – Has been FFA member for 24 months. Originally recommended to add on: current membership for ending date of application (to combine 3 & 4) but decided to leave as is

Item #4 – Current membership at time of application. – Recommend to remove originally (to combine 3 & 4) but decided to leave as is due to reasons below.

- *Roger from AET says the program can't check both in the same item – they need to be separate.
- *Roger is willing to work with us to make it whatever we want.

***Recommend to add item #5:** Applicant has completed two years' worth of records before applying. see attachment for official wording.

- *Discussion: Didn't it used to say continuous records for 2 years? That will be back to our goal of making it a prestigious application. Have to have 2 years of records for proficiency. Does it need to be consecutive? Could it be 9th grade, not 10th grade, and then 11th grade? Some of this will involve constitutional changes. Constitution lists: active member 24 months, dollars/hours requirement, parli, speech, POA, officer/leadership, scholastic record, occupational experience (SAE). Proficiency area requirement for SAE is not in constitution. Trying to determine a line of what's in and what's out.
- *What in the checklist doesn't meet the constitution? Constitution is a minimum, state can add to it. Constitution is open to changes.

Item #6 – qualifies earnings/hours: Recommend to add wordage to allow SAE and SOEs to count towards State Degree. See attachment for official wording

- *What about SOE's? Foundational can count 45 hours. Could SOE's count too?
- * add in #'s to clarify. Earned and invested \$1,000 is what's in the constitution. 300 unpaid hours.
- *It needs to match the Idaho constitution.
- *SOEs - how far down the road do they count for? If a kid is using ag materials, why does what they do with it determine a state degree or not? We advertise our programs as 'ag is everywhere'.
- Tami – what if 100 of the 300 hours could be SOE? Knowing that it wouldn't count for American down the road.
- Lex – need to be specific on both \$\$ and hours and all for it. We need to be encouraging kids to go into the ag industry – industry is screaming for kids. Used to be only 3% of kids could get State Degree. Took the limit off – minimum line is getting fuzzier. FFA is still ag based – needs to still be the base. But should let kids earn part of this with a SOE – let's them build.
- *Tami – Maximum for SOE 100 hours and \$300 for SOE to count towards State Degree. Kala seconded. Motion passed.
- *Kids used to get state degrees with SOE when the process meant more and was more prestigious.
- *Why not allow SOE's to be used all the way? Those kids build good skills and work harder than kids with SAE's a lot of the time.
- *Food Science is in the college of ag. We say that ag is everywhere but not for degrees?
- *What is a state degree? Need to define that. Where are you going to draw the line?

- *Parents are more upset in traditional programs that their kids can't get state degree with what they did when they were in FFA.
- *Haven't found that non-traditional/urban kids are upset at not getting to count SOEs or foundationals across the board.
- *did aligning with proficiency areas actually get approved by board of directors? Not in any minutes.
- Amy moved to reconsider that 100 hour of a SOE count towards State Degree, Cami seconded. Motion passed 7 for, 2 against.
- *Amy's district thinks SOE's should count towards a full state degree, knowing they cannot go on to American Degree. Talked to Ben Meyer – moving to SAE for all, thinks degrees should not be proficiency award driven. Bret told us it was up to states to
- *If you count SOE's then you have to also count Foundationals.
- *If a kid has an awesome project, let them get their state degree.
- *Has to fill out a plan and meet the ANFR standards, so if it meets that, it should count. It should be more inclusive.
- *daycare shouldn't count . . . it should because they are preparing food.
- *If we let all SOE's count, you cannot use it if you can't tie to ag?
- *There's no way to draw the line with this new proposal – what we have gives us a line.
- Lex moved to amend the motion by striking after the third OR, 'up to 45 hours of a Foundational project and up to \$300 net income, OR 100 hours of a SOE, OR combination thereof, can be counted towards the above requirement,' and inserting 'student projects may qualify by demonstrating competency and growth in 10 or more ANFR skills per application.' and inserting (SAE or SOE) after 'supervised experience program'.
- Melissa seconded. Motion passes 8 for, 1 against.
- *need to make the 10 ANFR standards a separate line item so AET can check it separately. Insert below item number 15.
- *If kids can put together 10 skills from the different career clusters, then they have a legit project.
- *10 skills over the life of the project? Or 10 each year? Right now 3 each project.
- *10 ANFR standards for the whole degree application?
- *For SOEs or SAEs? We want to raise the bar – let's set it for all projects.
- *If a kid wants to apply for a proficiency, they have to have 10. If it's not ag-based, they must show more growth.
- *It is pretty easy for a kid working a regular job to find 10.

Item #7 – Chapter Degree - Recommend to change: Student holds Chapter Degree from a previous academic year. Check attachment for official wording.

- *Lex - can you award Greenhand degree before the 9th grade? National Constitution - allows for getting chapter degree at the 9th grade. Doesn't specify which grade level for Greenhand degree. Discovery degree – designated for 7th/8th grade year. Doesn't designate grade level for state degree - says have to be in their 2nd year to receive it. Allows some people to award 2 degrees in one year.
- *Some chapters award degrees in the fall, so if you leave as is, kids can get chapter and state in the same year.

Item #8 – officer, chair, committee- leave as is. Gives opportunities to more kids.

Item #9 – 5 activities above chapter level - add on '3 different activities' Check attachment for official wording.

- * Bret - needs to say different unique. So kids can't count going to fair over and over and qualify.

Item #10 – 6 minute speech or led group discussion for 40 mins. Recommend to change 40 mins to 15 minutes. Check attachment for official wording.

- * 40 minutes is too long.
- *Idaho constitution says 5 minutes for speech.

Recessed at 5:42 pm (6-20-22)

Back from recess at 11:30 am.

Item #11 – 60% or better on State FFA /Parli test – recommend to change – remove FFA but keep parli. See attachment for official wording.

- * Some have 9th graders take it on AET for Greenhand. Lex – constitution states 60% on state tests, not AET tests. Clara Leigh submits them.
- *Chapter degree - parli is required by idaho constitution. FFA is covered in greenhand degree.
- *FFA test as is in AET is a joke. Parli at least changes questions each time they take it. If back on paper, it should count.
- *National Constitution doesn't say anything about FFA knowledge for State Degree – Idaho is the only one who requires it. Roger with AET recommends to not drop Parli Pro – that is in the national constitution.
- Lex moved to keep the parli test, seconded by Matt Stokes. Motion passed 10 for, 1 against.
- *Brings some structure, it's not an unfair test, changes questions each time.
- *need to amend the state constitution – has to go to delegates to be passed at State Convention, and then to board of directors.

- Tami moved to amend Idaho FFA Constitution, Article 5, Section E, Number 9, Letter A, by striking all of letter A and inserting, “Demonstrating FFA knowledge by meeting the requirements of the Greenhand Degree.”
- Kala seconded, motion passes unanimously.
- This above was brought up but not passed by Board of Directors last year.
- Tami moved to amend the Idaho FFA Constitution, Article 5, Section E, Number 9, Letter B, by striking all of letter B and inserting, “A score of 80% or greater on the 10 question parliamentary procedure quiz available on AET.”
- Kala seconded, motion passes unanimously
- *This (above) was passed by the board of directors last year but was not passed by the delegates. Are we sure it wasn't a delegate issue during the virtual convention?
- Melissa moved to lay this item on the table until later in the meeting, Kala seconded. Motion passed
- Amy moved to take from the table, motion seconded.
- Parli needs to stay, FFA needs to go. We need to recommend to eliminate the FFA.

Item #12 – 25 hours of Community Service – keep as is.

Item #13 – electronic signatures Remove from list

- *signatures already mentioned in item #2

Item #14 – annual summary (scope) – remove ‘with skills and responsibilities’.

See attachment for official wording.

- *if leave them blank, won't be in place for American Degree.
- *American degree only looks at application – they don't look at the actual record book. Up to states if they want to approve/use it or not.
- *‘with skills/responsibilities’ doesn't need to be there but annual summary does – redundant with what's in the plan. Skills are overkill and need to go. The ‘brain’ icon in AET.

Item #15 – all sections complete with min of 3 objectives in plan. Recommend to add ‘SAE/SOE’ at beginning and ‘per experience’ at the end to reflect change.

See attachment for official wording.

- *skills are tied to AFNR standards. Some that are there that shouldn't be, and some that should be there that aren't. This is a National Board of education deal.
- Lex moved to accept new wordage, matt seconded, motion passed unanimously.

- ##Add line item: student projects may qualify by demonstrating competency and growth in 10 or more ANFR standard skills per application.
- *See discussion for rationale under item 6.

Items #16-18 – 15 covers 16, 17, & 18 – can remove those three.

- 16, 17, 18 – specific to evaluating sections of plan. recommend to remove for reasons above.

Item #19 – SAE transactions appropriate and reasonable. Leave as is.

- *'reasonable' is subjective – gets us into trouble
- *Is it reasonable for the project?
- *State evaluators need to be prepped on issues and on the same page.
- * Don't see how else you can word that. Understanding of advisors has increased significantly. Don't see any other way to word this but reviewers must be trained and must ask for clarification. Advisors and students should be able to take feedback and implement them and shouldn't be offended by that.
- *Is there a way to have a notification for advisors when things have been evaluated and commented on? Lex will check.

Item #20 – market projects – does inventory for resale exist? Leave as is.

Item #21 – market project adjustments appropriate and reasonable for SAE. Leave as is.

Item #22 – Placement SAEs – journals and paychecks reasonable and less than 2,000 hours per year – leave as is.

- *Recommend: bimonthly entry here?? No, needs to be it's own line as it applies to all projects, not just placement
- *Passed general assembly but didn't pass board of directors.
- Add in checklist item: Bi-monthly entries for all active projects. Check attachment for official wording.
- *what about 'copy and paste' issue? Should show growth over the years, it's ok to do it when reasonable more short term. Make sure to explain in plan.

Item #23 – non current items reasonable and appropriate – add in 'scope'. See attachment for official wording.

- *need to add in scope – growth comes at end of each year and is recorded there.
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Item #24 – SAE plan details, objectives, journals are aligned with award categories. Recommend to remove.

- Lex moved to strike 24 from checklist, motion passed unanimously.

- Recessed at 12 pm 6-21-22.
- Reconvened at 9:45 am 6-22-2022
- State checklist need to be set by the SAE committee, passed on to Board of Directors
- Lex moved that SAE committee verify (passed in general assembly and go to Board of Directors) this State Degree checklist by July 1st, seconded by Tami. Motion passes unanimously.
- *Checklist needs to be looked at by the SAE committee before inservice.
- *Make sure the checklist doesn't randomly change by other people or at other times.
- *State Degrees are gone in AET of former kids (2016-2017)
- *For those that are still there, the state degree checklist that shows up
- Committee made sure line item wordage in entire checklist was all consistent with allowing SOE and SAE, (struck out SAE and replaced with project) as opposed to SAE earlier.

6. State Degree Review Process

- Lex moved to have district state degrees forwarded by first Monday in February, revisions by state degree evaluation committee begin within 2 days, and evaluation of degrees completed within 10 days. Revised applications would be submitted to state prior to the fourth Monday in February and list of recipients completed by March 1st. Melissa seconded. Motion passes.
- Discussion:
 - Takes ~2 weeks to review, have to review American Degrees at the same time, people are trying to fill out Nat Chap, proficiencies, at the same time – should be earlier
 - District reporting form listing State Degree applicants usually due Feb 15 – it will need to be earlier
 - Review committee needs more time – need to have all state degrees submitted from all districts by 1st Monday in Feb. Districts will need to have their sifting sooner.
 - Revisions will begin within 2 days of district submissions; review will last 10 days.
 - Applicant revisions due by March 1st.
 - Clara-Leigh needs names by March 1st – to be able to print brochures. Brochures are very valuable for sponsors and to give parents a keepsake.

7. Complete the provided budget sheet to be submitted to the Audit and Budget Chair (Danielle Reynolds) immediately following the 1st committee session.
 - Nothing to report

8. Elect 2022-23 Chair
 - Melissa nominated Bret to be chair again, Bret accepted.
 - Amy nominated Kala to be secretary, Kala accepted.

Melissa moved to adjourn, seconded and passed. (6-22-22, 11:50 am)
Minutes submitted by Liz Russell 6-22-22.