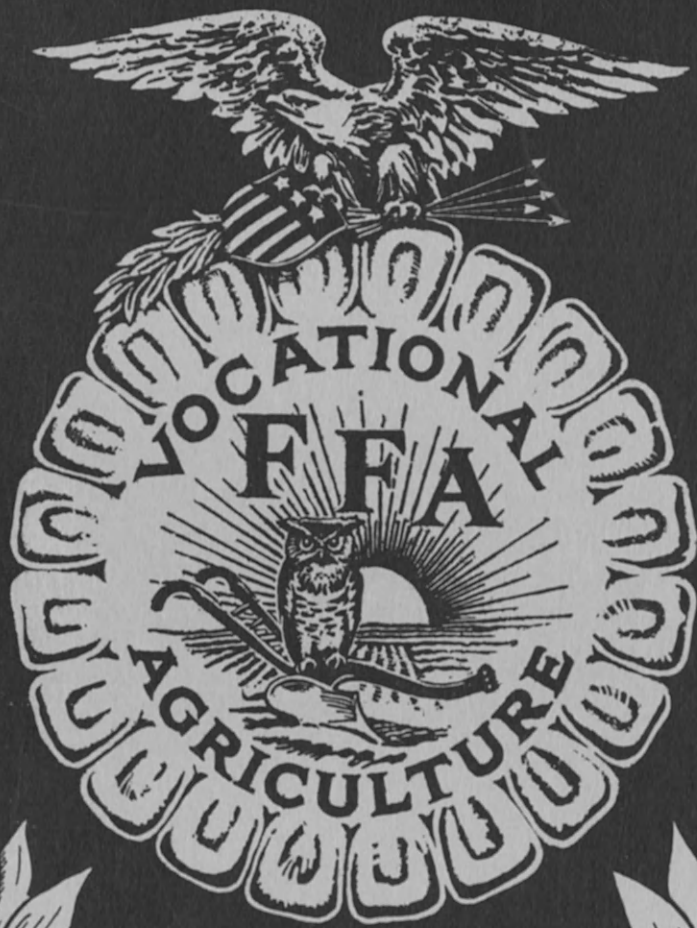


The KANSAS Future Farmer



Published by
THE KANSAS ASSOCIATION
FUTURE FARMERS OF AMERICA

THE KANSAS FUTURE FARMER

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Organization Booklet

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INTRODUCTION

This issue of the Kansas Future Farmer Newsletter is designed to assist local chapter officers and advisors in better chapter management.

Suggestions for building chapter programs, list of activities suitable for local chapter programs, and forms for carrying on the chapter's business activities are intended to be suggestive only and not complete.

It is the hope of the State Association that chapter officers and local advisors will be liberal with constructive criticism of the organization booklet. We desire the booklet to be of service to the chapters of the state association and your criticism and suggestions will aid in making a revised issue more helpful.

The organization booklet has drawn freely upon many sources. It constitutes a complete review of the Kansas Future Farmer Newsletters of June 1935 and December 1936, both issues dealing with chapter program building. Term papers written by graduate students at Kansas State College have been used. No attempt will be made to name the various workers in Kansas who have made the organization booklet possible.

The fifth step is to perfect a calendar of chapter activities for the year, by months, showing activities or the phase of each activity to be carried out during each month. Form 3 should be used. An example showing how to calendar the chapter program by months is given on page 20.

It is important to balance the yearly calendar of activities. Too many activities at a given time will likely result in a scattering of effort and a lowering of standards; or, if standards are maintained, will demand too much of the members of the group. Too few activities will cause loss of interest. Fit your program of activities in with the school and community programs. This will avoid conflicts and the possibility of demanding too much time and energy on the part of certain members of your chapter.

The question as to whether or not a certain activity is rightfully an FFA activity has probably been raised in the minds of those building chapter programs. The appropriateness of an activity can be determined only by the definiteness with which goals and ways and means can be set up. If definite and practical goals and ways and means cannot be set up for an activity, such an activity does not belong in the program. Illustrations on pages 11-18 are given in order to clarify the use of the terms "activities", "goals", and "ways and means".

SUGGESTIONS FOR BUILDING AN FFA ANNUAL ACTIVITY PROGRAM

1. If possible build the annual activity program in the spring. If not, it should be built in September. Build it early, for much must be done and an early start should be made.
2. Since many of the ideas for activities will be furnished by the officer group, this group should lead in building a tentative program.
3. Each member should be encouraged to present ideas resulting from his own thinking.
4. Make the building of the activity program as democratic as possible.
5. A sound procedure is to build the program for next year upon the successful activities in last year's program.
6. Have some individual present the program for approval at a chapter meeting. The program can be read as a whole, then section by section, with items being repeated upon request.
7. The program may be accepted as a whole; it may be accepted by sections; or it may be accepted by items. It appears that to vote upon each item under proper procedure would consume too much time. Perhaps a better way would be to have a whole section read and any questioned items discussed. All items not so discussed could then be voted upon collectively and those forming the basis for discussion could be considered separately. This would prove to be a time saving method.
8. Chairman of committees should be Future Farmers or State Farmers. These boys make superior chairmen because of their experience.
9. Every Green Hand and every other chapter member should be placed on at least one committee.
10. Committees should make progress reports. Some officer should hear these reports if not enough time is available at regular meetings.

SUGGESTED LIST OF ACTIVITIES FOR CHAPTER ACTIVITY PROGRAMS

I. SUPERVISED PRACTICE

A. Farming program planning

1. Each member will plan a 4-year farming program, designed to secure agricultural training and to increase his net worth.

B. Farming program completion

1. Each member will complete his farming program as planned for the current year.
 - a. Each first year boy will grow feed or earn sufficient money to make possible a livestock program.
 - b. Each second year boy will continue feed crops, according to livestock needs, and include an average of $1\frac{1}{2}$ livestock enterprises in his farming program.
 - c. Each third year boy will continue feed crops according to livestock needs and include an average of two livestock enterprises and one cashcrop in his farming program.
 - d. Each fourth year boy will continue feed crops according to livestock needs and include an average of $2\frac{1}{2}$ livestock enterprises, and $1\frac{1}{2}$ cash crops in his farming program.
 - e. Each alumni member will continue the expansion of his farming program.

C. Farming program improvement

1. _____ per cent of the members to produce purebred livestock.
2. _____ per cent of the members to use purebred sires.
3. _____ per cent of the members to grow certified seed.
4. _____ per cent of the members to plant certified seed.

D. Farming program investment

1. Attain an average of \$ _____ per member invested in farming programs.
2. _____ per cent of the members to have 100 per cent ownership of farming program.
3. _____ per cent of the members to have 100 per cent financial responsibility in their farming programs.
4. Attain the following average increases in net worth:
 - a. \$ _____ per first year boy.
 - b. \$ _____ per second year boy.
 - c. \$ _____ per third year boy.
 - d. \$ _____ per fourth year boy.
 - e. \$ _____ per alumni member.

E. Financing farming programs

1. Establish a chapter loan fund of \$ _____.
2. Secure cooperative credit.

F. Supervised farm practice other than farming program

1. Each boy will complete an average of _____ supplementary improvement projects.
2. Each boy will complete an average of _____ supplementary farm practice jobs.
3. Each boy will acquire an average of _____ farm skills.
4. A home farm shop will be established or materially improved by _____ per cent of the members.

G. Farming program tour

1. A project tour will be conducted to visit each farming program.
2. _____ per cent of the members will take part.

H. Farming program prizes

1. An award of _____ will be given for the best kept and most complete record book.
2. An award of _____ will be given for the best project story.
3. An award of _____ will be given for the best farming program.

I. Farming program exhibits

1. _____ per cent of the members to exhibit livestock or crops at the local fair.
2. Hold a farming program achievement day with _____ per cent of the members taking part.

J. Farming program publicity

1. Include an average of _____ farming program achievement reports at each chapter meeting.
2. Display pictures of one member's farming program on the bulletin board each week.
3. Publish a farming program story in the local paper each week.

II. COOPERATIVE ACTIVITIES

A. Cooperative purchasing

1. Purchase stock cooperatively for individual farming programs.
2. Purchase feed cooperatively for individual farming programs.
3. Purchase seed cooperatively for individual farming programs.
4. Purchase purebred sires cooperatively.

B. Cooperative marketing

1. Market livestock, livestock products and crops cooperatively.

C. Cooperative feed preparation

1. Grind feed cooperatively.
2. Mix feed cooperatively.

D. Cooperative seed preparation

1. Grade and clean seed cooperatively.
2. Treat seed cooperatively.
3. Inoculate seed cooperatively.

E. Cooperative production projects.

1. Conduct cooperative projects in the following enterprises:

Project	Scope
a. Hot bed.	_____
b. Hatching and breeding.	_____
c. Laying flock.	_____
d. Crop--wheat, feed.	_____
e. Horticulture planting.	_____
f. Sheep breeding.	_____
g. Custom hatching.	_____
h. Capon.	_____
i. Prune and spray orchard.	_____
j. Swine breeding.	_____
k. Swine feeding.	_____
l. Sheep feeding.	_____
m. Beef feeding.	_____
n. Beef breeding.	_____

F. Cooperate with school and school organizations

1. Present a chapel program.
2. Exchange programs with other high school groups.
3. Hold a joint program or party with home making girls.
4. Print and distribute programs for football games.
5. Build a float for a school parade.

G. Cooperate with other F.F.A. chapters

1. Cooperate in establishing and maintaining an F.F.A. camp.
2. Conduct judging or public speaking contests.
3. Conduct F.F.A. officers training schools.

A. Community meetings

1. Parent-son banquet with an attendance of _____.
2. Evening school with an attendance of _____.
3. Part time school with an attendance of _____.
4. Cooperative credit meeting with an attendance of _____.
5. Fire and accident prevention meeting with an attendance of _____.

B. Demonstrations

1. Conduct demonstrations showing approved agricultural practices:

Demonstration

- a. Build terraces on _____ farms.
- b. Treat seed for _____ farmers.
- c. Test _____ sample for _____ farmers.
- d. Prune _____ trees.
- e. Cull hens on _____ farms.
- f. Test soil samples on _____ farms.
- g. Grow a variety test.
- h. Aid in rodent control on _____ farms.
- i. Aid in insect control on _____ farms.
- j. Seed bed preparation demonstration on _____ farms.
- k. Fertility plot on _____ farms.
- l. Contour listing demonstration on _____ farms.
- m. Rope work demonstration at _____ meetings.
- n. Conduct _____ butchering demonstrations.
- o. Conduct _____ tree planting demonstration.
- p. Conduct farm management tour including _____ farms.
- q. Project tour for _____ % of dads and boards of education.

C. Community improvement projects

1. Members make farmstead and home improvements including:

- a. Seed lawn at _____ homes.
- b. Construct drives at _____ homes.
- c. Repair and paint buildings at _____ homes.
- d. Plant trees at _____ homes.

2. Beautify and improve school grounds.

- a. Plant _____ trees and shrubs
- b. Seed lawn.
- c. Build retaining wall.
- d. Lay out and construct parking lot.

D. Educational exhibits

1. Have _____ educational exhibits as listed.
 - a. Booth at fair.
 - b. Store window display.
 - c. Open house.
 - d. Others.

E. Miscellaneous services

1. Aid in securing seed for _____ farmers.
2. Aid in cow testing with _____ herds.
3. Aid in feed buying for _____ farmers.
4. Publish news on approved agricultural practices.
 - a. Each week.
 - b. Each month.

IV. LEADERSHIP ACTIVITIES

-6.

A. Contests and schools

1. Enter _____ districts judging contests.
2. Enter State Judging Contest.
3. Enter State Public Speaking Contest (sectional and state).
4. Enter State Farm Mechanics Contest (sectional and state).
5. Enter Swift Essay Contest.
6. Enter Hoard's Dairyman Contest.
7. Sponsor _____ chapter judging schools.
8. Sponsor _____ district judging schools.
9. Sponsor husking contest.
10. Sponsor district public speaking contest.
11. Sponsor district or chapter poultry show.
12. Sponsor officers training school.
13. Conduct pest eradication contest.
14. Enter team in a parliamentary procedure contest.

B. Delegations to

1. State F.F.A. Association, House of Delegates meeting.
2. National F.F.A. Congress.
3. All officers attend Officers Training School.

C. Sponsor chapter trips and tours

1. American Royal _____ boys to attend.
2. Fairs - Topeka or Hutchinson _____ boys to attend.
3. Local Fair _____ boys to exhibit.
4. Project Tour, _____ boys to visit _____ projects.
5. Field trip (Soil Con. or State College) _____ to attend.

D. Publicity

1. Item each week in local or school paper.
2. Chapter Bulletin or Annual _____ issues.
3. School Bulletin board, change display each _____.
4. Public Bulletin board, change display each _____.
5. News to Kansas Future Farmer as requested.
6. Chapter Scrap Book including all news stories, etc.

E. Library

1. Establish and maintain minimum F.F.A. library as recommended by State Association.
2. Add _____ volumes each year.

F. Programs

1. Demonstrations, before adult groups, of approved practices.
2. _____ assembly.
3. _____ radio programs.
4. _____ before civic groups.

National F.F.A. Chapter Score Card Heading

V. Earnings and Savings

A. Dues

1. National dues per member10¢.
2. State dues per member10¢.
3. Local dues per member_____.
4. Total dues per member_____ collected by _____ date.

B. Investment of farming program earnings

1. Second year boy to reinvest _____% of earnings in farming program.
2. Third year boy to reinvest _____% of earnings in farming program.
3. Fourth year boy to reinvest _____% of earnings in farming program.

C. Members strive to meet earning requirements for advanced degrees

1. _____% of members to meet Furture Farmer earning requirement of \$25.00.
2. _____% of members to meet State Farmers earning requirement of \$250.
3. _____% of members to meet American Farmer earning requirement of \$500.

D. Chapter Finances

1. Budget expenses and receipts of chapter.
2. Raise \$_____ to meet chapter budget.
 - a. Raise \$_____ by operating a sales stand.
 - b. Raise \$_____ by earning money from a fair exhibit.
 - c. Raise \$_____ by reconditioning and selling machinery.
 - d. Raise \$_____ by selling shop materials from year before.
 - e. Raise \$_____ by charging for seed treated for farmers.
 - f. Raise \$_____ by charging for shop work done for others than Dads.
 - g. Raise \$_____ by doing janitorial duties in shop.
 - h. Raise \$_____ by collecting dues from members.
 - i. Raise \$_____ by an F.F.A. faculty basket ball game.
 - j. Raise \$_____ by selling tickets to picture show on a percentage basis.
 - k. Raise \$_____ by taking care of school grounds.
 - l. Raise \$_____ by holding a pie and box supper.
 - m. Raise \$_____ by serving refreshments to a civic organization in the community.
 - n. Raise \$_____ by conducting a carnival.
 - o. Raise \$_____ by obtaining pay advertising from merchants, print and sell football programs.
 - p. Raise \$_____ by conducting a book exchange.
 - q. Raise \$_____ from an F.F.A. play, minstrel.
 - r. Raise \$_____ from a hot bed project.
 - s. Raise \$_____ from a broiler project.
 - t. Raise \$_____ from a sow and litter project.
 - u. Raise \$_____ from a ewe and lamb project.
 - v. Raise \$_____ from a laying flock project.
 - w. Raise \$_____ from a potato project.
 - x. Raise \$_____ from fees for service of chapter board.
 - y. Raise \$_____ from a feeder calf project.
 - z. Raise \$_____ from a swine fattening project.
 - a. Raise \$_____ from a fattening lamb project.
 - b. Raise \$_____ from operating a chapter incubator.
 - c. Raise \$_____ from a wheat project.

A. Schedule of meetings

1. Hold one day meeting each week or other interval.
2. Hold regular night meetings each month.
3. Hold four special meetings.
 - a. Achievement meeting.
 - b. Entertain new members.
 - c. Honoring alumni.
 - d. Dad's Night.
4. Hold officers meeting each _____ (state time).

B. Meeting achievement

1. Have _____ % attendance of members at all regular and special meetings.
2. _____ % vocational agriculture students F.F.A. members.
3. Use F.F.A. paraphernalia at (all) meetings.
4. Elect _____ honorary members and _____ associate members each year.

C. Meeting standards

1. Hold elections in _____ (spring or fall).
2. To open and close all night meetings and _____ % of day meetings with ritual.
3. Hold formal installation of officers.
4. Green Hand initiation with all parts memorized.
5. Future Farmer initiation with all parts memorized.
6. Follow Robert's Rules of Order in conducting business.
7. Include parliamentary instruction _____ % of meetings.
8. All officers to know ritual.

D. Program planning

1. Have content for all meetings planned in advance.
2. Have a definite theme for each monthly meeting.
3. Include recreation in _____ % of night meetings.
4. Include refreshments in _____ % of night meetings.
5. Have F.F.A. news item at each monthly meeting.
6. Have outside speaker at _____ % of meetings.
7. Conduct systematic study of the Future Farmers of America organization.

E. Promotion of meetings

1. Interest community organizations in the F.F.A. by inviting representatives to _____ % of meetings.
2. Have different committee to plan each meeting.

A. Scholarship improvement

	Grade or Year			
	9	10	11	12
1. On school honor roll.	_____ %	_____ %	_____ %	_____ %
2. Improve grades over previous semester.	_____ %	_____ %	_____ %	_____ %
3. Average 85% or above in all subjects.	_____ %	_____ %	_____ %	_____ %
4. Average C or above in all subjects.	_____ %	_____ %	_____ %	_____ %
5. In upper 40% of class.	_____ %	_____ %	_____ %	_____ %
B. Encourage reading				
1. Subscribe to _____ farm magazines.	_____ %	_____ %	_____ %	_____ %
2. Start bulletin library	_____ %	_____ %	_____ %	_____ %

C. Scholarship contest

1. Give award for scholarship in each class.
2. Hold inter-class or group contest.
3. Enter two boys in Union Pacific Scholarship Contest.
4. Set up F.F.A. Honor Roll.

A. Athletics and games

1. Sponsor athletic events with other chapters.
 - a. Basket ball.
 - b. Soft ball.
 - c. Baseball.
 - d. Volley ball.
 - e. Tennis.
 - f. Track.
 - g. Others.
2. Intramural athletics _____ % of members compete.
 - a. Same games as above.
 - b. Horse shoes.
 - c. Ping pong.
 - d. Croquet, golf
 - e. Others.
3. Hold chapter tournament _____ % of members compete.
 - a. Same games as above.
 - b. Checkers.
 - c. Dominoes.
 - d. Star checkers.
 - e. Others.

F. Entertainment for parents.

1. Parent and son banquet _____ % of parents present.
2. Open house or reception _____ % of parents present.
3. Parent and son picnic _____ % of parents present.
4. Mothers' reception _____ % of parents present.

C. Joint social meetings

1. With _____ other chapters.
2. With Home Economics girls _____ % of members to participate.
3. Date party _____ % of members to participate.
4. Sisters' party _____ % of members to participate.
5. Skating party _____ % of members to participate.

D. Recreational party for prospective members

1. Invite all 8th grade graduates.

E. Recreational and social meeting with neighboring _____ chapters.

F. Music

- F.F.A. Band _____ members.
 F.F.A. Orchestra _____ members.
 F.F.A. Quartette.

G. Dramatics

Present _____ plays.

ANNUAL CHAPTER ACTIVITY PROGRAM

Due November 1, 19__ . Send to A. P. Davidson, State Executive Advisor, Kansas Association of Future Farmers of America, Department of Education, Kansas State College.

Chapter _____ School _____ Submitted by _____ Date _____

National Chapter Contest Score Card	Chapter Activities (Name Activities)	Goals Set (Give accomplishment desired)	Ways and Means (Tell how activities are to be carried out)
IV. Leadership Activities	1. Contests and schools.	1. To enter the district Animal Husbandry, Dairy, Poultry and Grain contests and to place in the upper 40% in each.	1. Discuss the Vocational Agriculture and F.F.A. contests at one of the regular F.F.A. meetings.
		2. To enter a team of three boys in the state contest and rank in the upper 25%.	2. Set up a lesson plan thoroughly explaining the judging program and get boys interested in it.
		3. Enter two boys in the state farm mechanics contest and place in the upper 25%.	3. Award letters to boys who represent the chapter at the State Judging contest.
		4. All boys participate in the Hoards Dairymen contest.	4. Study sufficient judging material in the various classes to lessen the need for extra time.
		5. Enter full quota of boys in the local invitation livestock school contest, and place in the upper 25%.	
		6. Encourage one or more boys to enter Swift's Essay Contest.	

ANNUAL CHAPTER ACTIVITY

Part 1

Due November 1, 19__ . Send to A. P. Davidson, State Executive Advisor, Kansas Association of Future Farmers of America, Department of Education, Kansas State College.

Chapter _____ School _____ Submitted by _____ Date _____

National Chapter Contest Score Card	:	Chapter Activities (Name activities)	:	Goals Set (Give accomplishment desired)	:	Ways and Means (Tell how activities are to be carried out)
-------------------------------------	---	--------------------------------------	---	---	---	--

VI. Conduct of Meetings

- | | | | | | |
|----|--|----|--|----|---|
| 1. | Schedule of meetings: | 1. | Hold one regular meeting each week during the school year. | 1. | Calendar a schedule of both night and day meetings on the bulletin board as early in the year as they can be made out and approved by the principal. |
| 2. | Hold one regular night meeting each month of the year. | 2. | Hold four special meetings during the year. | 2. | Call attention to the meeting each week with an announcement on the board or on a poster. |
| 3. | Hold four special meetings during the year. | 3. | <ul style="list-style-type: none"> a. Achievement meeting b. Entertain new members c. Honor alumni d. Parent's night | 3. | For special meetings be sure to send a special invitation to each person being honored. |
| 4. | Hold one officers' meeting each month, activity period or night. | 4. | Hold one officers' meeting each month, activity period or night. | 4. | Arrange with the officers as soon as possible after school opens for a vacant period, an activity period, or some night, that will be open to all the officers for their regular monthly meeting. |

COMMITTEE REPORT

(This report to be filed with the Chapter Secretary)

Names of Committee members:

Chairman _____

Activity: Farming Program Planning

Date committee was appointed: _____ Date report is due: _____

Date report was submitted: _____ Progress report or final report?
(Underscore)

Goals: (Give accomplishments desired)

Have each F.F.A. member plan a four year farming program designed
to give agricultural training and increase his net worth.

Ways and Means: (Tell how activities are to be carried out)

1. Study farming programs in the class room.
2. Discuss farming programs at the F.F.A. meetings.
3. Secure adviser's aid in personal farming program planning.

Wording of a motion to be presented to the Chapter relative to the report
this committee:

Committee Chairman: I move that the report of the Farming Program
Committee be adopted.

Record of Chapter action on this Committee report:

Report adopted as read, by a majority vote of the chapter.

SUGGESTIONS FOR FORMULATING AN F.F.A. CHAPTER ACTIVITY
REPORT

The Annual Chapter Activity Report is to be made in accordance with Form 4, page 22. This report should be typed, if possible, and neatly bound. A manila folder laced with a piece of cord or a shoe string will be acceptable. On the outside cover page place the following identification:

Annual FFA Chapter Activity Report

_____ High School. 193 ____.

If desired, supplementary material in the form of the Chapter Secretary's book, pictures, newspaper clippings, and other illustrative material may be neatly arranged and included in the back of this report.

The Chapter Activity Reports, including all supplementary materials, will be returned to the various chapters for their permanent files.

ANNUAL CHAPTER ACTIVITY REPORT

Duo _____, 193____. Send to A. P. Davidson, State Executive Adviser, Kansas Association of Future Farmers of America, Department of Education, Kansas State College, Manhattan.

Chapter _____ Date _____

President: _____ Treasurer: _____

Vice-President: _____ Reporter: _____

Secretary: _____ Adviser: _____

I Supervised Practice: (National Score Card heading)

A. Farming program planning.

Goal*: Have each F.F.A. member plan a four year farming program, designed to give agricultural training and increase his net worth.

Accomplishment: Ninety per cent of the members have planned a four year farming program and ten per cent a two year farming program.

B. Farming program improvement.

Goal: 1. 25% of the members to produce purebred livestock.

Accomplishment: 20% of the members produced purebred livestock.

Goal: 2. 80% of the members to use purebred sires.

Accomplishment: 90% of the members used purebred sires.

Goal: 3. 10% of the members to grow certified seed.

Accomplishment: 15% of the members grew certified seed.

Goal: 4. 90% of the members to plant certified seed.

Accomplishment: 80% of the members planted certified seed.

II Cooperative Activities:

A. Cooperative purchasing.

Goal: 1. Purchase cooperatively 10 gilts for individual farming programs.

Accomplishment: Ten purebred Duroc gilts were purchased.

Goal: 2. Purchase cooperatively a purebred boar.

Accomplishment: A purebred Duroc boar was purchased.

* To be copied from the Annual Activity Program submitted November 1, 193____.

A SUGGESTED METHOD OF BUILDING A CHAPTER ACTIVITY REPORT

The method followed in compiling the chapter activity report as well as the form used offer an opportunity for originality on the part of the chapter and the adviser. However, the recommendations made on page 22 should constitute the general form for building the report. Achievement should be presented clearly for convenience in tabulation and comparison. Illustrations, including pictures, are a valuable means of emphasizing accomplishment. Any reasonable effort such as printed forms and attractive binding are considered justifiable by most advisers as a means of improving the appearance of the report.

A standard three ring notebook cover is an economical and adequate binder. The cover may be refinished or decorated according to the wishes of the chapter. The forms shown on pages (24) (25) (26) were adopted, by a group of teachers studying F.F.A. problems, from reports submitted in 1938. The recommended procedure was to print, mimeograph or hectograph the border of the forms including the seal and the name of the chapter. Decorations used can be selected by the chapter. The remainder of the page is left blank and the form filed in as the page is set up. This allows for spacing to accommodate the amount of material available.

The use of such forms allows the report to accumulate as the activities are executed rather than waiting until the end of the year to record the achievement. For example, major activities may be recorded whenever completed by the use of the form shown on page (24). Such pages would accumulate during the year and become a part of the final report. If a picture or sufficient other material is available, a full page may be needed for each activity. Otherwise, several activities may be recorded on a page. These accumulated pages may be typed in final form or they may be kept as rough copies which can be quickly typed on pages to be included in the final report.

The forms shown on pages (25) and (26) are for recording individual achievement. The plan being that two or more pages be used for each member. Pages such as (24) and (25) may be kept in each student's notebook and activities entered when achieved. Material thus collected could be quickly typed into final form. Farming program or other pictures may be attached to page (26), the back of page (25) or on additional sheets as needed.

There are three significant advantages to this method. The report tends to accumulate during the year which prevents extra work just prior to the submission date. Each boy and committee member can be made to feel that he has a part in building the chapter activity report and that the excellence of the record depends upon his successful execution and careful reporting of activities included in the activity program. A complete, well prepared report becomes a yearly history of the achievement of each boy and of the department.

Chanute

Seal

Chapter

II. Cooperative Activities

of

Picture of
boar and gilts

Activity: A. Cooperative purchasing

Goals

Accomplishments

1. Purchase cooperatively 10 gilts for individual farming programs.
2. Purchase cooperatively a purebred boar.

Ten purebred gilts were purchased.

A purebred Duroc boar was purchased.

Other Information:

The gilts and boar were selected from a purebred herd by a committee with the assistance of the instructor. Money was borrowed cooperatively through the Production Credit Association to purchase the hogs. The gilts were placed with F.F.A. members according to the attached contract. The expense of maintaining the boar was divided between the boys with gilts.

The following boys secured gilts through this activity:

Committee in charge:

CHANUTE

Seal

CHAPTER

F.F.A. Activities

Name John Jones

Reporter
Cooperative swine project committee
Third place district crops school

School Activities

Football team
Junior play
Junior class president

Scholarship Honors

School honor roll during five six weeks periods
Second place Union Pacific Scholarship Contest
Sixth place F.F.A. scholarship contest

Home Improvement

Drew plan for landscaping the home yard
Planted a wind break containing 100 trees

Home Practice

Run contour lines
Selected seed corn
Planned and mixed a swine fattening ration
Built a gutter in the dairy barn

Farm Mechanics

Built an A-type farrowing barn
Built a concrete forge for the home farm shop
Overhauled a corn planter
Repaired clutch on a tractor



Farming Program

Name John Jones

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SUGGESTED RITUAL FOR INSTALLING FUTURE FARMER OFFICERS

Installing Officer -- Retiring President.
 Conductor ----- Retiring Farm-Watch Dog.
 New Officers seated near front of room.

Installing officer rises and addresses new officers.

"Future Farmer members, you have been chosen to fill the offices of this Chapter. You will, we know, honor the trust that has been reposed in you. In fulfilling the obligations pertaining to the offices to which you have been elected you will find those satisfactions which come from work well done, from the unfaltering pursuit and service of truth, beauty and goodness in every day life and from helping on the happiness and prosperity of your follows.

Rural leadership is the outstanding need of the hour. Much of the hopes for improved farming conditions lies in cooperative enterprise, and successful cooperation depends on leadership. To you the leaders in this Chapter is addressed this motto as embodying the true vocational spirit:

"Learning to do,
 Doing to learn,
 Earning to live,
 Living to serve."

Installing officer (continuing)

"Mr. Conductor, you will present the President for installation".

Conductor - (Leads President to the station of the installing officer).

Installing officer:

"As President, you will be expected to preside at all business meetings of this Chapter, but more than that, it will be your part to point the way, to hold high the standards of the Future Farmers of America for all to follow. Will you repeat after me the following pledge:

'I, _____ having been elected President of the _____ Chapter of the Future Farmers of America do hereby pledge myself to uphold the aims and ideals of this Chapter. I will perform all the duties pertaining to this office as far as is in my power, until my successor is duly installed, all of which I promise on my sacred honor'.

Installing officer:

"I present you with this gavel the symbol of leadership and, in its broader sense of representative self government.

"Mr. Conductor, you will direct the President to his station."

Conductor directs President to station.

(Installation -- Continued)

Installing Officer: "Mr. Conductor you will now present the other officers for installation.

Conductor leads other officers to station of installing officer.

Installing Officer:

"We wish to impress upon each of you, who are about to assume the rights, privileges, and responsibilities of your respective offices, the sacredness of the trust placed in you. You are at all times to uphold the dignity of your office, uphold your President, and be a living, guiding example of the ideals of the Future Farmers of America.

"You, Mr. Vice-President, will be expected to preside in the absence of the President, and you, like him, shall at all times hold high the standards of this Chapter.

"Mr. Secretary, you will be expected to make written reports of all our transactions as an assembled body. You have a great and noble task. No officer so much needs the virtues of promptness and exactness as the Secretary.

"You, Mr. Treasurer, have had a great trust placed in you. In your keeping is placed the money of this organization, to be disbursed only as directed by that body.

"Mr. Reporter, your duty will be to give the public the events and activities of our Chapter and its members so that all may be familiar with our accomplishments. May these chronicles be so kept as to cheer us throughout our lives and to act as a beacon light for those who follow us.

"The duties of your station, Mr. Farm Watch Dog, may be many and varied but at all times keep in mind that you are working to uphold the standards of our Chapter.

"You will now raise your right hands and repeat after me, giving your names:

"I, _____, do solemnly pledge myself to perform faithfully the duties of the office I am about to assume."

Installing Officer: "Mr. Conductor, you will conduct the new officers to their respective stations."

Installing Officer (after officers have been seated)

Raps with gavel 3 times.

"Future Farmers Why Are We Here?"

All: "To practice brotherhood, honor rural opportunities and responsibilities, and develop those qualities of leadership which a Future Farmer should possess."

1 rap with gavel.

Installing Officer:

"I now turn the meeting over to our new President."

DUTIES OF F.F.A. OFFICERS

President of F.F.A. Chapter -- Duties and Responsibilities

Preside over all chapter meetings
 Preside at all meetings of the executive committee
 Call special meetings of the executive committee when requested to do so by a majority of that group
 Call special chapter meetings with the approval of the adviser
 Appoint all committees of which he may serve as an ex officio member
 Require committee reports
 Study opening and closing ceremonies and initiation ceremony and train officers in the proper presentation
 Maintain order in meetings and uphold dignity of chapter
 See that yearly program committee report is given consideration by chapter, modified if necessary, and adopted by November 1
 Keep informed of activities and discharge of responsibilities by fellow officers
 Make certain that qualifications of members for advanced degrees have been met
 Maintain cooperative relationship with other organizations
 Maintain contact with associate members and alumni
 Plan practice in parliamentary procedure
 See that proper equipment is secured for conducting chapter meetings
 Be thoroughly familiar with the state constitution
 Call meetings to order at the appointed time

- To recognize members
- To state motions
- To confine debate to the motion under discussion
- To put motions to vote and announce the results
- To decide points of order promptly

Vice-President of F.F.A. Chapter -- Duties and Responsibilities

Preside over all meetings in absence of the president, or when called to the chair by the president
 Serve as ex officio member of all committees
 Assist the president at all times in directing the work of the chapter
 Become thoroughly familiar with the duties of the president
 Memorize own part and participate in ceremonies
 Be thoroughly familiar with the state constitution

Secretary of F.F.A. Chapter -- Duties and Responsibilities

Keep a correct record of the nature and acts of each meeting

Minutes

- (1) An introductory statement giving the name of the organization, whether regular or special meeting, date, time and place of meeting, by whom called to order and attendance of members
- (2) Reference to reading and approval of minutes of previous meeting

(Duties of F.F.A. Officers -- Continued)

- (3) Record of all principal motions if seconded, unless withdrawn, of secondary motions and amendments if carried, of all points of order and appeals and name of member introducing motion
- (4) Copy of all resolutions and reports of committees
- (5) Appointments to committees
- (6) Time of adjournment
- (7) Secretary's signature

Have custody of the constitution, by-laws and other records of the organization

Keep an accurate list of the members and the ranks awarded

Put to vote all motions not appropriate for the chairman

Read all papers proposed to the members

Record all motions that are seconded unless otherwise ordered by action of the assembly

Provide the chairman with a statement of all business to be done at each meeting and with lists of all committees

Furnish the chairman of each committee with a list of the other members and the subjects referred

Memorize own part and participate in ceremonies

Take care of correspondence for chapter

Forward reports to state association on time

- a. Program of work by November 1
- b. Membership report
- c. Applications for State Farmer degree
- d. Annual chapter report

Be thoroughly familiar with state constitution

Call the meeting to order in the absence of the president and vice-president and preside while a temporary chairman is elected

Distribute copies of annual program and list of committees to members

Treasurer of F.F.A. Chapter -- Duties and Responsibilities

Keep an accurate and legible record in ink of all receipts and disbursements
Receive all funds of the chapter and deposit them as directed by the executive committee

Disburse funds only on order of the executive committee

Submit an annual financial statement to the chapter

Prepare a budget of proposed expenditures

Memorize own part and participate in ceremonies

Encourage thrift among members

Strive to build up financial standing of chapter and make it self-supporting

Assist in organizing group financing projects for chapter

Send state and national F.F.A. membership dues to Kansas Association before January 1 and additional dues by April 15

Distribute membership cards to members with dues paid

Be thoroughly familiar with the state constitution

Collect membership fines if any are assessed

(Duties of F.F.A. Officers -- Continued)

Reporter of F.F.A. Chapter -- Duties and Responsibilities

Submit articles monthly or oftener to local editor for use in newspaper
Forward articles during the year to State Reporter for use in the Kansas
Future Farmer

Secure cut of emblem to use in local paper, on stationery, programs and other
materials

Serve as editor of chapter F.F.A. publication

Assist in arranging for chapter exhibits

Encourage all members to wear insignia

Promote use of project markers

Memorize own part and participate in ceremonies

Supply secretary with copies of news items, pictures and other materials

Prepare F.F.A. material for school annual

Secure pictures of chapter projects and activities

Assist in arranging for and preparing F.F.A. radio program

Be thoroughly familiar with state constitution

Assist in maintaining bulletin board

Prepare chapter history, yearbook

SUITABLE LIST OF F.F.A. EQUIPMENT

1. United States Flag
2. Owl
3. Ear of Corn
4. Pictures - Washington and Jefferson
5. Plow
6. Gavel
7. Seal
8. Charter, Framed
9. Creed, Framed
10. Secretary's Book
11. Treasurer's Book
12. F.F.A. Manuals (Minimum of 6)
13. Filing Case
14. Mounts for Officer's Emblems
15. F.F.A. Song

MINIMUM REQUIREMENTS FOR THE F.F.A. LIBRARY

(Figures in parentheses indicate publishers listed)

- (a) F.F.A. Manual (1) 15¢
- (b) Stewart's Parliamentary Procedure (1) 10¢
- (c) Paths to Leadership, Morgan & Hausrath (1) 20¢
- (d) Complete file of The Kansas Future Farmer
- (e) Future Farmer Chapter Management, Hamlin, Hall & Bundy (2) 60¢
- (f) At least one copy chosen from:
 - Young Men in Farming, Gettman & Chapman (3)
 - Fifty Famous Farmers, Ivins & Winship (4)
 - Men of Earth, Russell Lord (5)
- (g) At least one copy chosen from:
 - Tom of Peace Valley, Case (6)
 - Green Hand, Chapman (6)
 - Moon Valley, Case (6)
 - New Land, Schmidt (7)
- (h) At least one copy chosen from:
 - Good Tyme Parties, Becker (8)
 - Games and Recreation Leadership in Community, Higgins (9)
 - Fun and Work, Scranton (10)

- (1) A. P. Davidson, Department of Education, Manhattan, Kansas
- (2) Collegiate Press, I.S.C., Ames, Iowa
- (3) John Wiley & Sons, Inc., 440 Fourth Ave., N. Y.
- (4) The Macmillan Company, 2459 Prairie Ave., Chicago
- (5) Longsman Green & Co., 55 Fifth Ave., N. Y.
- (6) J. B. Lippincott Company, 220 North Michigan Ave., Chicago
- (7) Robert M. McBride & Company, New York
- (8) Minneapolis Novelty Company, 706 Baker Bldg., Minneapolis, Minn.
- (9) State Department of Vocational Education, Little Rock, Arkansas
- (10) Interstate Printing Co., 132 N. Walnut St., Danville, Illinois

SOURCE OF F.F.A. SUPPLIES

Arm bands, felt (2)
 Badges and buttons (6)
 Banners, felt (2)
 Belts and Buckles (1)
 Caps, convention style (2)
 Caps, military style (3)
 Caps, swagger style (3)
 Charters for chapters (11)
 Collegiate chapter pins (1)
 Cups, trophy (1)
 Cuts, emblem (4)
 Degree pins and keys (11)
 Electrical transcription of
 "FFA March and Hail the FFA" (5)
 Emblems, felt (2)
 Emblem stickers (4)
 Envelopes (4)
 Felt goods (2)
 Flags (6)
 Fun and Work, Scranton (13)
 Future Farmer Chapter Management,
 Flin, Hall & Bundy (12) 60¢
 Games and Recreation Leadership in
 Community, Higgins (14)
 Handbook for Future Farmers (11) 25¢
 Jackets, corduroy (3)
 Jewelry (1)
 Keys, degree (11)
 Letterheads (4)
 Manual (11) 15¢
 Medals (1)
 Membership cards (11)
 Metal markers (6)
 Music:
 "FFA March" (8)
 "Hail the FFA" (11) 15¢
 Napkins (4)
 Newspaper mats (4)
 Owl, Great Horned (15) \$5.00
 Paths to Leadership, Hausrath & Morgan
 (11) 20¢
 Pennants, felt (2)
 Pictures, Washington and Jefferson (10)*
 Pins and buttons, degree (11)
 Green Hand, 19¢; Future Farmer, 21¢
 Place cards (4)
 Plaques (1)
 Plows, miniature (9)
 Printed supplies (4)
 Project Markers (6)
 Ribbons, prize (6)
 Rings, finger (1)
 Secretary's Book (4) 30¢
 Stationery (4)
 Stewart's Parliamentary Procedure (11) 10¢
 Stickers, baggage (4)
 Stickers, windshield (4)
 Sweater emblems (2)
 Treasurer's Book (4) 30¢
 Trophy cups (1)
 Uniforms (3)
 Watch fobs (1)

- (1) L. G. Balfour Company, Attleboro, Mass. Jewelry
- (2) Staunton Novelty Co., Staunton, Va., Felt Goods and Convention Caps
- (3) Universal Uniform Company, Van Wert, Ohio. Uniforms and Caps
- (4) French-Bray Printing Co., Candler Building, Baltimore, Md., Printed Supplies, Stationery, Emblem Cuts, etc.
- (5) U. S. Recording Co., Earle Theater Bldg., Washington, D. C.
- (6) St. Louis Button Co., 415 Lucas Ave., St. Louis, Mo. Celluloid Buttons, Ribbons, Badges, Markers, Flags
- (7) W. M. Welch Scientific Co., Chicago, Ill., Chapter Charters
- (8) Cundy-Betteney Co., Chestnut Ave., J. P., Boston, Mass.
- (9) Deere & Co, Moline, Ill. Miniature Plows*
- (10) Swift & Co., Chicago, Ill., Agricultural Research Dept.
- (11) A. P. Davidson, Executive Advisor, Kansas State College, Manhattan, Ks.
- (12) Collegiate Press, Iowa State College, Ames, Iowa
- (13) Interstate Printing Co., 132 N. Walnut St., Danville, Illinois
- (14) State Department of Vocational Education, Little Rock, Arkansas
- (15) Ward A. Harvey, Haigler, Nebraska

*Request must be accompanied by letter from Executive Advisor

ADVANTAGES TO THE BOYS AND THE SCHOOL
OF A FUTURE FARMER CHAPTER

Mr. W. A. Ross, executive secretary of the Future Farmers of America, has perhaps best stated the reasons why farm boys may well interest themselves in Future Farmer work:

- The F. F. A. is a great national agricultural organization with clear-cut purposes and ideals and a program in which I may have a part.
- It provides me additional opportunity to train myself as a farmer and a farm citizen.
- It provides practical experience on my own level with my own problems and thus increases my chance to learn new ways and new things.
- It provides additional opportunities for me to develop my talents and my leadership ability.
- It encourages me and assists me in habits of right living.
- It teaches me to deal with myself and to work with others -- to cooperate.
- It teaches me to be thrifty--to save and have.
- It rewards and encourages my best efforts and enlarges the scope of my opportunities.
- It broadens my acquaintance and allows me to exchange ideas with the other fellow interested in the things in which I am interested.
- It raises my value to my community as a good citizen.

Mr. Ross believes that teachers of agriculture have the following reasons for wishing to establish chapters:

- Because normal boys want and like to belong to something worthwhile--where they can do things in their own way.
- Because boy participation in the F. F. A. will develop in my students a more wholesome attitude toward farming and farm life.
- Because the F. F. A. can assist with or actually accomplish many desirable undertakings which I, myself, cannot accomplish alone.
- Because the F. F. A. is a self-teaching device which supplements my teaching and helps to get boys running under their own power earlier in the course.
- Because the F. F. A. work will improve my teaching and my efficiency as an individual.
- Because the boys will be more interested in their vocational work, due to participation in the F. F. A.
- Because boys like and want to belong to something big and impressive, and the F. F. A. with its national scope meets that desire.
- Because the F. F. A. is an agency for developing agricultural leaders, and it is my responsibility to see that the boys are afforded such an opportunity through the best agency available.

(Advantages of Future Farmer Chapter -- Continued)

It may be desirable to add some of the reasons why the school as a whole might welcome a Future Farmer chapter:

It is an added means of attracting farm boys to high school and of keeping them satisfied after they arrive.

It provides an extra-curricular activity for some boys not likely to be attracted by nor apt to be successful in existing activities.

It gives the farm boys prestige in the school equalling that of the town groups and removes their sense of inferiority.

It motivates its membership to better work in all school subjects and activities.

It balances the usually competitive activities of the school with cooperative activities.

It is a popular organization in the community and a medium for favorable publicity for the school.

It uses musical, dramatic, public speaking and other types of talent in its programs, stimulating the interest of pupils in the departments responsible for these activities and providing opportunities for public appearances by pupils throughout the system.

It is less artificial and more closely related to the life of the community than most high school activities; more carryover of its values to life outside the school may be expected.

It stimulates a desire to serve the school and community and makes for better school and community spirit.