



Caney Creek FFA

Chapter Officer Rules & Requirements

CONGRATULATIONS! You have decided to begin your journey as a Caney Creek FFA Officer. The process will consist of FFA Officer Interview / test process and general election by your peers. If elected as an officer you have the honor of serving as a role model for the members of the FFA Organization.

We need you to be dedicated, diligent, and thorough in your duties. This is your opportunity to shine, embrace your office, and to set high standards for our team and chapter. Each and every position is vital to the success of our program. Caney Creek FFA has a rich history of high quality FFA Officers.



NOW is your time to take your place amongst them, welcome to the team!

The following is a list of expectations, systems, and policies for our Caney Creek FFA Officer team.

Prior to being elected each of you must have:

- Be a Caney Creek FFA member in good standing with the chapter for the current scholastic year. This also includes taking care of any outstanding school balances.
- Attend the candidate meeting prior to completion of the selection process.
- Participate in all phases of the election process as outlined by the Constitution and By-Laws.
- Be enrolled in at least one Agriculture course during the school year,
- And, you must be enrolled in at least one Agriculture course for the upcoming school year.

Required Events:

Advisors will provide you with a summer events list at our May/June planning session. The majority of events for the school year will be made available before the school year begins. Mandatory events not on the calendar prior to the start of school will receive at least a one week notice from FFA Leadership. YES Officers may call for emergency planning meetings to discuss items of great importance WITH the approval of the Advisors.

Rules, Regulations and Expectations for Caney Creek FFA Officers

1. You are here to serve the Caney Creek FFA Chapter, protect the voice of its members , and promote opportunities within the Caney Creek Agriculture Program and beyond.
2. As an officer the most basic expectation is to be in compliance with all District and Campus level rules and regulations. Study your student handbooks!
3. Must meet maintain eligibility requirements as outlined by the CISD Student handbook
4. Attend chapter sponsored activities and be on time as assigned. This includes meetings at the local, district and area level. Officer meetings may be held at times determined by the Advisors / Current Officers
5. Excused absences: Prior approval for excused absences must be requested 5 days prior to the event being missed. Requests must be submitted in writing to your advisor for approval. If the event has a fee associated with it (ie. registration) you may be required to reimburse the chapter the full amount.
6. Officer will remain at an event for its entirety, unless prior permission is approved by an advisor or in the case of an emergency the advisor in charge has been notified.
7. Fulfill the specific duties for your office and tasks as assigned by the Chapter Constitution and
8. By-Laws and the Officer Team.
9. Obtain and wear official dress, as stated by the Official FFA Manual, to all activities unless otherwise stated by advisors or if standing rules have been suspended. ***You needed to have this to run for FFA Office
10. Wear officer shirts on the day of FFA Meetings as well as other assigned times. Represent our Chapter
11. You are responsible for knowing and obeying the FFA Code of Ethics, found in both the Official FFA Manual and the Texas FFA Constitution.
12. Must be able to perform Parliamentary Law, to include reciting opening and closing ceremonies.
13. Serve and participate on a LDE (Leadership Development Event) Team and on a CDE (Career Development Event) Team.
14. Officers are required to exhibit at least one CCFFA project in the Montgomery County Fair.
15. Maintain your personal appearance and hygiene in a semi- professional manner. This includes clothing, well kept, natural colored, hair. No facial piercings for either gender, earrings for males, or exposed tattoos while representing the chapter. Males must be clean shaven when representing the chapter.
16. Officers are required to participate in Chapter Fundraiser/ Sponsorships. The target goal for each officer being \$500.00
17. Any time we are at an FFA sponsored event ALL students/members are required to comply with Travel Rules for the Caney Creek FFA.
18. Officers must have an active SAE and maintain a current record book, with the intention of obtaining a Lonestar Degree.
19. Must meet deadlines as assigned by the executive committee and advisors.
20. No student may solicit as a representative of the Caney Creek FFA without prior authorization from the FFA Advisors.

Travel Rules for the Caney Creek FFA

The following rules are in addition to the general rules for the Caney Creek FFA officers and to any member who travels to any FFA function.

1. Participate in all planned activities.
2. Be on time to all activities
3. All school rules are in effect.
4. Maintain appropriate dress, as specified by the student handbook or event requirements, at all times.
5. Do not disturb other guest(S) by being loud and boisterous.
6. Accept the decision of one (1) Ag. teacher as the decision of all teachers

Violation of the following rules will result in being sent home at **parent's expense**.

1. Abide by the curfew made by the advisors; once curfew has passed you must contact an
2. advisor prior to leaving your room.
3. You will not have any one of the opposite gender in your room. NO GUESTS PERIOD
4. The use or possession of drugs, alcohol and/or tobacco



The Demerit System

This system is an indicator that there has been a deviation from our high standards “Buy-in” which negatively affects our team chemistry. Demerits will be issued for violations of the aforementioned Rules, Regulations and Expectations for Caney Creek FFA Officers. Any officer receiving more than four demerits during their term will be removed from office, and/or disciplinary action.



Remember that you are always a Caney Creek FFA Officer in the eyes of the public.

An officer receiving more than four demerits during their term may be terminated from office, and/or disciplinary action from the executive board and advisors.

Infractions that require immediate removal from office:

One Demerit Examples

- Being up to 10 mins late to a meeting (**without prior approval) after 10 mins will count as 2 demerits.
- Up to 10 mins late to a chapter activity/ officer meeting (remember officers must be at activities 30 minutes before unless advisor says otherwise)
- Not memorizing the officer part or knowing Parliamentary Procedure.
- Not wearing official dress when asked to.
- Disciplinary/General referral or ISS
- No fundraiser involvement

Two Demerits Examples

- Missing an officer or FFA meeting (**without prior approval)
- Failure of any class (2nd fail, you will be removed)
- No LDE involvement
- No CDE involvement
- No community service involvement

Removal From FFA Office

This contract is active once you are elected to an officer position. Demerits stand the time you are elected to the end of your term. You are required to sign this paper, and abide by this system and the contract rules for your term as a Caney Creek FFA Officer.

Immediate Termination will occur for a violation of the following

- Not be enrolled in at least one course in the fall and in the spring semesters of Agriculture
- Science course during the school year, and be a paid FFA member during term.
- Becoming academically ineligible for the 2nd time (based on UIL rules)
- Assigned to DAEP, JJAEL, or RA or Suspension from school
- Being caught with alcohol/drugs/drug paraphernalia/tobacco at any FFA or school function, fair,
- livestock show, CISD, etc.
- Major Violation of CISD and Caney Creek Student Handbooks/ Code of Conduct.

Once you receive your fourth demerit you will be removed from the officer team for the remainder of the school year. If you are removed you cannot be re-elected again or run for an officer position the next year.

NOTE: Advisors reserve the right to place a student on probation with a unanimous agreement and separate signed contract.

Special Notes and Circumstances

The following could result in removal from officer position and possibly the program:

- Social Media Violation (depending on the severity)
- Stay away agreements (depending on the severity)
- Any attempt to weaponize the rules of our chapter to pursue personal agendas.

Social Media is a slippery slope! - No post, comments or images depicting advertisements of tobacco, alcohol, drug use, or inappropriate material of a sexual nature, or post, comments or images depicting in any of the above, may be present on an officer's social media accounts.

If excused from school you cannot attend any extracurricular events and therefore will not receive a demerit for that scenario.

Adaption Clause

In the rare case that there is a discipline issue not covered by our demerit system, the agriculture science teachers will adapt rules to deal with the situation via the guidance of the CCHS administration. Simply claiming "it's not in the rules" is not an excuse for poor behavior. A serious violation could result in a recommendation for immediate removal from FFA Office and Program.

Merit Points

As FFA Advisors we try to focus on things that move the chapter forward. It is our most sincere wish that we never have to issue any demerits. However, we also like to implement restorative practices. So in the event that an infraction can be reversed with a positive action, and it is appropriate to do so, the Advisors may grant an opportunity for a Merit Point to be awarded.

The demerit system was explained to me and I understand that as a Caney Creek FFA Officer I will be required to uphold the high standards of the FFA Organization at all levels.

Signed

Officer / Position	Date
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Parent or Guardian	Date
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