14.001
3/12/03

New Jersey FFA Association
New Jersey Department of Agriculture
Division of Agricultural and Natural Resources
P.O. Box 330
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In Cooperation with NJ Department of Education

TO: FFA Chapter Advisors, State Executive Board Members and FFA Members
FR: Nancy J. Trivette, Program Leader for Agricultural Education, State FFA Advisor and Sharon B. Kinsey, State FFA Specialist
RE: **74th State FFA Convention - *The Most Important FFA Event of the Year***
DATE: March 12, 2003

The 74th Annual NJ State FFA Convention will be held May 20-22, 2003 in Hickman Hall Rutgers University, New Brunswick, NJ

Highlights of the 74th NJ State FFA Convention

- National FFA Western Region Vice President Dustin Clark
- Keynote speaker Andrew McCrea of Maysville, Missouri
- Breakout rooms for all convention Career Development Events in one building

Competencies

Student participation in state convention, delegate operations, and career development events help them gain employability skills (Scans Competencies) necessary for the future. The state FFA convention becomes an extension of the classroom and a laboratory in action by allowing students to learn and develop critical thinking and decision-making skills, as well as enhance interpersonal skills and basic skills in reading, writing and arithmetic. FFA events also help students meet the NJ Core Curriculum Content Standards.

Delegates

The New Jersey FFA Constitution **requires two delegates from each chapter** to attend the annual state FFA convention to form the delegate assembly. Delegates should be chosen from the ***top level leadership*** positions in the chapter. Just as the state association reserves the leadership delegate positions for the president and vice president of the association, so should the chapter select the highest ranking officers to serve as official chapter delegates to conduct state association business. Serving as an official delegate is a prestigious and important experience for chapter members. Delegates will serve on committees, establish policy and elect new state officers.

Convention
The convention is an educational experience that develops premier leadership, personal growth and career success. FFA members can look forward to being recognized for their achievements, participating in career development events held at convention and attending motivational workshops and sessions. More than $10,000 in awards and scholarships will be presented to NJ FFA members at the convention.

Registration

Please take special notice of new times and locations for events. *(Students may only compete in one national level Career Development Event during the state convention. See National guidelines 2001 - 2005 guidelines.)*

Convention registration will be held Tuesday, May 20th from 2:00 p.m. to 5:00 p.m. in Lippincott Dorm.

TUESDAY, MAY 20, 2003

- Nominating Committee Meeting *will be held at 1:00 p.m. in Hickman Hall, Room 117*
- Preliminary 6-8 min. Public Speaking *will be held at 3:00 p.m. in Hickman Hall, Room 113/114*
- Preliminary Creed Speaking *will be held at 3:00 p.m. in Hickman Hall, Room 118/119*
- Preliminary 3-5 min. Public Speaking *will be held at 3:00 p.m. in Hickman Hall, Room 129/130*
- Star Interviews *will be held at 6:00 p.m. Hickman Hall, Room 130/131*
- Courtesy Corps Meeting *will be held at 6:00 p.m. in Hickman Hall, Room 138*
- Agricultural Science Fair *will be held at 6:00 p.m. in Hickman Hall, Room 112/113* with entries on display throughout the convention
- Student Leadership Workshop *will be held at 6:00 pm in Hickman Hall, Room 101*
- Ag Teachers and Chaperones Meeting *will be held at 6:00 pm in Hickman Hall, Rooms 118/119*
- Delegates Meeting *will be held at 7:00 p.m. in Hickman Hall, Room 138*

WEDNESDAY, MAY 21, 2003

- Extemporaneous Speaking *will be held at* ***8:00 a.m.*** *in Hickman Hall, Rooms 114 & 123- contestants should meet at 8:00 a.m. to draw lots for competition*
- 6-8 min. Public Speaking *will be held at 8:30 a.m. in Hickman Hall, Room 101*
- Creed Speaking *will be held at 8:30 a.m. in Hickman Hall, Room 118/119*
- 3-5 min. Public Speaking *will be held at 8:30 a.m. in Hickman Hall, Room 138*
- Official Ceremonies *will be held at 1:00 p.m. in Hickman Hall, Room 118/119*
- Individual Demonstration Event *will be held at 1:00 p.m. in Hickman Hall,*

Room 115

- Team Demonstration Event *will be held at 1:00 p.m. in Hickman Hall, Rooms 113 & 123*
- Parliamentary Procedure *will be held at 1:00 p.m. in Hickman Hall, Rooms 112/123*
- Job Interview *will be held at 1:00 p.m. in Hickman Hall, Rooms 129/130*
- Tractor Driving *will be held at 1:00 p.m. in Lot #98B on College Farm Road*
- Delegate Business Session I *will be held at 1:30 p.m. in Hickman Hall, Room 138 as part of Session III*
- Delegate Committee Meetings *will be held at 3:00 p.m. in Hickman Hall, please refer to the committee assignments on page 7 for location*
- Landscape Design *will be held at 6:00 pm in Hickman Hall, Room 118/119*

THURSDAY, MAY 22, 2003

- Delegate Session II *will be held at 8:30 a.m. in Hickman Hall, Room 138 as part of Session V*
- State FFA Degree Ceremony *will be held at approx. 10:00 a.m. in Hickman Hall, Room 138 as part of Session V*
- Election of 2003-2004 New Jersey State FFA Officers *will provide the culmination of the 74th annual New Jersey State FFA Convention*

Registering Delegates and Courtesy Corps Members

Please preregister chapter delegates and candidates for Courtesy Corps by April 10th. Preregistration for members and advisors with payment is due by April 10th. We must guarantee our numbers to Rutgers before April 30th. **Since this guarantee is what our final cost is based on, refunds are not possible. We will not make dorm room changes after May 1, 2003.**

Please use the online registration form for state convention. This form can be accessed on the state website at http://www.state.nj.us/agriculture/rural/ag_ed/events.htm
Email completed forms to ag.ed.registration@ag.state.nj.us

*****SPECIAL NOTE*****

Participants of the Tractor Driving Event and their advisor must sign the "Tractor Safety Assurance Form" located in the online State Convention registration. The form must be completed and faxed into the state office with registration by **April 10, 2003.**

The "Advisor Statement of Assurances" document must be completed and faxed into the state office with registration by **April 10, 2003.**

Convention costs are as follows:

1. **Complete Package** (Residents) - **$108** (covers five (5) meals, lodging-double occupancy only, recreation, workshops, motivational speakers, dance and registration). **Add $15.00 for late registration (after April 10th).**
2. **Partial Package** Attendance Prices -

a. Registration (each day/any part of day) *	$30.00
b. Breakfast	$7.25
c. Lunch	$9.00
d. Dinner	$12.00
e. FFA Dance	$5.00
f. Lodging only (Per night)	$30.00

* Includes parking privileges, liability insurance, facilities usage and recreational facilities.

3. **Convention Event Costs**

a. Job Interview (per contestant)	$7.00
b. Parliamentary Procedure (per team)	$28.00
c. Official Ceremonies (per team)	$28.00
d. Creed Speaking (per contestant)	$7.00
e. 3-5 Minute Prepared Public Speaking (per contestant)	$7.00
f. 6-8 Minute Prepared Public Speaking (per contestant)	$7.00
g. Extemporaneous Public Speaking (per contestant)	$7.00
h. Tractor Driving (per contestant)	$7.00

4. **The replacement cost to chapters for unreturned room keys is $50 per key for any key not returned within 48 hours.** Keys must be returned in an envelope with the name of the residence hall and room number printed on the envelope. **Replacement cost for entry key card is $10. A replacement meal badge is $5.00.**

5. Any room damages or losses that occur will be billed to that chapter whose students are registered for that room/hallway.

6. **Single occupancy rooms are not available as a part of the above package price; therefore we do not offer any single occupancy rooms.**

Other Convention Activities:

1. **Convention applications are due** into the State Office **on April 1, 2003 - as listed in Calendar of Events or as noted below. Applications can be accessed from the State FFA website at** http://www.state.nj.us/agriculture/rural/stguide/state.htm

    a. NJ FFA Scholarship Application (14.008)
    b. Advisor of the Year Recognition (14.009)
    c. National Chapter Evaluation Form I & II (national application)
    d. Superior Chapter Application Form I (national application)
    e. Most Improved Chapter (15.014)
    f. Member of the Year (5.001)
    g. FFA Week (15.013)
    h. Agriscience Student and Teacher Application (national application)
    i. State FFA Essay Event (14.024)
    j. Washington Leadership Conference Scholarship Application (14.022)

Special Note

2. **The following event registrations are now included in the State Convention registration due on April 10. The State Convention registration can be accessed from the State FFA website at** http://www.state.nj.us/agriculture/rural/ag_ed/events.htm

    a. Chapter Scrapbook Event (15.009) *(Register now and bring entry to convention)*
    b. Chapter Treasurer's Book Event (15.007) *(Register now and bring entry to convention)*
    c. Chapter Secretary's Book Event (15.008) *(Register now and bring entry to convention)*
    d. Public Relations Event (15.012) *(Register now and bring entry to convention)*
    e. Job Interview (14.017) *Contestant must submit four (4) copies of event materials (cover letter, resume and references) by registration deadline of April 10*
    f. Agricultural Awareness Applications (14.020) *(Register now and bring entry to convention)*
    g. Parliamentary Procedure (12.009)
    h. Official Ceremonies (15.015)
    i. Public Speaking
        - Creed (15.005)
        - 3-5 Minute Public Speaking (15.003) *(Four type written copies with cover page due with registration by April 10)*
        - 6-8 Minute Public Speaking (14.003) *(Four type written copies with cover page due with registration by April 10)*
        - Extemporaneous
    j. Tractor Driving (15.002) *Participant must submit (fax) Safety Assurance form by registration deadline of April 10*

Event registration forms found under separate tabs located at the bottom of the registration document:

a. Tractor Driving Safety Assurance Form – *must be signed and faxed to the State Office by April 10*
b. Individual Demonstration (14.006)
c. Team Demonstration (14.006)
d. Portable Exhibit (14.005) *(Register now and bring entry to convention)*
e. Agriscience Fair (14.027) *(Register now and bring entry to convention)*
f. Advisor Statement of Assurances - *must be signed and faxed to the State Office by April 10*

3. Names of Official Chapter Delegates, Courtesy Corps Candidates and participants **are due April 10th. Preregistered delegates will receive their packets prior to the convention. Among other things, the packet will contain proposed constitutional changes to be voted on by the delegate body. Please review these changes with your chapter and delegates so they are familiar with them. Courtesy Corps selections will be made in advance and teachers will be notified.**

4. **All state officer candidates must submit their application to the State FFA Office by May 1, 2003.** (Please use the 12/00 revised application – 15.010) NO APPLICATIONS WILL BE ACCEPTED AFTER THE DEADLINE OR AT THE CONVENTION. Candidates must attend in official dress. Candidates are reminded that a copy of their Garden State Degree must be submitted with the State Officer application by May 1, 2003. It is the candidate's responsibility to supply the State Degree Application with the State Officer Application. (This is not a State Office responsibility.) *Newly elected state officers will meet following the close of the convention until approximately 4:00 p.m., on Thursday, May 22. Please plan transportation accordingly.*

5. **Applications due on-site at convention on May 20, 2003** should be brought to Hickman Hall, Rooms 114/115 from 3:00 – 5:00 pm.

Convention Rules and Information

1. **Members must attend each convention session. No members will be in the dormitories during the convention. Members who are found in dorms during convention sessions without permission will be sent home. School administrators and parents will be notified. Convention sessions and organized activities are conducted continuously through the convention.**
2. Members receiving awards, participating in contests, and serving in official capacities must be in official dress. All members attending sessions must also wear official dress or other appropriate business/professional clothing.
3. Members receiving Proficiency Awards, Garden State FFA Degrees, Career Development Event Awards, and Chapter Awards should meet in Room 138, Hickman Hall at least 20 minutes prior to the session to be seated in an award winners section of the auditorium.
4. **Emergency Telephone Numbers**
   *****Cook Douglass Housing Office - 732-932-9005; Rutgers Police - 732-932-7111**

5. Members and advisors must provide their own bedding, pillows, towels, and other personal items.
6. Teachers/Advisors must accompany their students at all times during the convention. **Ratio of students to advisors <u>must</u> be at least 10:1. Teachers/Advisors are responsible for their students at all times. Any teacher/advisor not at the conference site will be considered negligent.** Male and female chaperones are strongly recommended. Chaperones will be housed near students from the same school. **All teachers and chaperones must attend the Convention Chaperone Orientation meeting at 6:00 p.m. on Tuesday in Hickman Hall Room 118/119.**
7. Advisors of standing committees will be scheduled to meet with delegates on Wednesday at 3:00 p.m. If you cannot attend at this time, please contact Paulette Nyiri before April 10th so another advisor can be assigned to the committee.
8. Advisors will be asked to assist with contests, Courtesy Corps, and Recreation. Contact Paulette Nyiri if you have an interest in a specific area.
9. Recreation is scheduled for Tuesday and Wednesday 3:30-5:00 p.m., which includes swimming, tennis, volleyball, basketball, etc. at the Cook College Gym on Biel Road.

2002-2003 COMMITTEE ASSIGNMENTS

Committee	Chair	Teacher (s)	Room
CDE Review and State Activities	Catherine Bell	Mr. Jacque Roszel	129
Constitution, Bylaws and POA	Brian Dalbow	Mr. Joel Rudderow Mr. Dave Ritter	130
State Convention	Michael Brooks	Mr. John Petronglo Mrs. Bonnie Baldasare	131
Membership and Chapter Relations	Brian Eitner	Ms. Nichol Manogue Mr. BJ Kelly	118/119
Horticultural Exposition	Bobby Gioia	Mrs. Nan Hamilton Mr. John Neyhart	127
Leadership	Jennifeur Wilson	Ms. Robin McLean Mrs. Cheryl Lowe	123

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