



NEW JERSEY
FFA ASSOCIATION

New Jersey Department of Agriculture
Office of Food, Agriculture &
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NEW JERSEY FFA ASSOCIATION
“Your Story. Your Legacy.”

TO: State Executive Board Members, NJ FFA Chapter Advisors, Officers and Members

FROM: Jamie Specca, State FFA President
Kristianne M. Dowd, State FFA Specialist
Erin E. Noble, State FFA Advisor

DATE: April 24, 2020

RE: State FFA Executive Board Meeting
Monday, May 4, 2020 – 4:00 p.m.
Via Zoom

All State Executive Board Members must attend this meeting. If these individuals cannot attend, they should call Ms. Dowd at (609) 984-4380, and give the reason to receive an excused absence. Mr. Dale Cruzan will fill the teacher representative on the Executive Board, and will have voting power at each meeting in 2019-2020.

AGENDA FOR THE MAY STATE MEETING

- I. Opening Ceremonies**
- II. Minutes from the April State Meeting**
- III. Treasurer’s Report**
- IV. Guest Introductions and Attendance**
- V. Committee Assignments**
 - A. Constitution, Bylaws & Program of Activities – Jamie Specca
 - B. Membership & Chapter Relations – Owen Donnelly
 - C. State Leadership Activities – Kailyn Emmett
 - D. State Applications – Nicole Sickler
 - E. Career and Leadership Development Evaluation and Review – Talia Priore
 - F. Horticultural Exposition Evaluation and Review – Jamie Specca
 - G. State Convention Evaluation – Ryan Jordan
- VI. Parliamentary Procedure Report – Ryan Jordan**

- VII. Foundation Report – Jamie Specca**
- VIII. State FFA Alumni and Supporters Report – Talia Priore**
- IX. Food, Agriculture, and Natural Resources Education Advisory Council Report – Owen Donnelly**
- X. New Jersey Agricultural Society Report – Ryan Jordan**
- XI. Equine Advisory Board Report – Nicole Sickler**
- XII. New Jersey Association of Agriculture Educators – Mr. Dale Cruzan**
- XIII. Unfinished Business**
 - A. Retiring Address Workshop (April 8) – Owen Donnelly
 - B. Online CDEs – Talia Priore
 - a. Winter, Horse Evaluation and Dairy Evaluation CDEs (April 27-29)
 - b. Spring CDEs (May 5-7)
 - c. Eastern PA Day (May 11-13)
 - C. State Applications Judging (April 20-22) – Nicole Sickler
 - D. Agriscience Fair (April 29) – Talia Priore
 - E. State Convention Planning
 - a. Logistics – Kailyn Emmett
 - b. Retiring Addresses – Ryan Jordan
 - c. Statewide Community Service Project – Owen Donnelly
 - F. Chapter Visits – Ryan Jordan
 - G. Chapter Banquets – Jamie Specca
 - H. Team Goal Action Plan – Owen Donnelly
- XIV. New Business**
 - A. HO Sampson Chapter Recognition – Kailyn Emmett
 - B. Honorary American Degree Nominations – Talia Priore
 - C. Summer CDEs – Ryan Jordan
 - D. Agricultural Education Issues Discussion – Nicole Sickler
 - E. Member of the Month – Owen Donnelly
 - F. State Officer Mileage – Nicole Sickler
- XV. Closing Ceremonies**

*Next State Meeting- June 2, 2020
Location TBD
4:00 p.m.*

**New Jersey FFA Association
Minutes from the April 6, 2020 Meeting**

I. Opening Ceremonies

Jamie Specca called the meeting to order at 4:11 P.M. The voting members in attendance were Owen Donnelly, Kailyn Emmett, Talia Priore, Nicole Sickler, Ryan Jordan and Mr. Dale Cruzan. State Staff in attendance were Mrs. Erin Noble and Ms. Kristianne Dowd

II. Minutes from the March State Meeting

Motion by Kailyn Emmett to dispense with the reading of the meeting minutes and approve them as distributed.

Seconded by Owen Donnelly. Motion Passes.

III. Treasurer's Report

Motion by Talia Priore to accept the treasurer's report pending audit.

Motion passes pending audit.

IV. Guest Introductions and Attendance

Mrs. Smith from Warren Hills joined our Zoom conference.

Owen Donnelly assumed the duties of the chair.

V. Committee Assignments

A. Constitution, Bylaws & Program Activities

The committee discussed proposing an amendment to the constitution that allows for business to be handled in the event of state convention having to be canceled.

Motion by Jamie Specca to accept the Constitution, Bylaws & Program of Activities committee report as described.

Motion has an implied second. Motion passes.

Motion by Jamie Specca to propose the amendment of adding the following verbiage to Article VII, Section C of the constitution "*In the case of an extreme emergency, the State Executive Board may act on behalf of the House of Delegates to transact business typically handled at the annual State Convention including, but not limited to, constitutional amendments and election of officers*" to the delegate body.

Seconded by Talia Priore. Motion passes.

B. Membership & Chapter Relations

The committee discussed the impact of COVID-19 on members in the state. The committee will also discuss member relations through social media, evaluating the

potential of virtual events, evaluating inclusivity in the organization, and social media takeovers.

Motion by Nicole Sickler to accept the Membership & Chapter Relations committee report as described.

Motion has an implied second. Motion passes.

C. State Leadership Activities

The committee discussed increasing Instagram usage, broadcasting state convention events, and creating how-to videos about CDEs.

Motion by Kailyn Emmett to accept the State Leadership Activities committee report as described.

Motion has an implied second. Motion passes.

D. State Applications

The committee discussed ensuring that all applications were on JotForm and reorganizing the state activity webpage.

Motion by Nicole Sickler to accept the State Applications committee report as described.

Motion has an implied second. Motion passes.

E. Career Development Evaluation & Review

The committee discussed informing members to bring towels to land judging, holding a Conduct of Chapter Meetings LDE, and enforcing the ten-minute rule at tractor driving.

Motion by Talia Priore to accept the CDE & LDE Evaluation and Review committee report as described.

Motion has an implied second. Motion passes.

F. Horticulture Exposition Evaluation & Review

The committee is looking for feedback from the virtual Horticultural Expo to be discussed in the convention meeting.

Motion by Jamie Specca to accept the Horticulture Exposition & Review committee report as described.

Motion has an implied second. Motion passes.

G. State Convention Evaluation

The committee discussed recognizing 4th and 5th place in the art context, evaluating the Ice Cream Social, and starting the t-shirt design contest again.

Motion by Ryan Jordan to accept the State Convention Evaluation committee report as described.

Motion has an implied second. Motion passes.

Jamia Specca resumes duties of the chair.

VI. Parliamentary Procedure Report

The order of precedence prioritizes the order that motions are to be considered in a meeting. This creates order through creating a hierarchy of importance.

VII. Foundation Report

The April meeting has been cancelled and the meetings will continue on to their regularly scheduled meeting times starting in July.

VIII. State FFA Alumni & Supporters Report

The FFA alumni's meeting will place via Zoom on April 8th where officers will participate in the Retiring Address Workshop. All State Officers will be enrolled in the Lifetime Alumni Membership after retirement.

IX. Equine Advisory Board

The board met virtually and are now trying to assist those that are now unemployed.

X. Food, Agriculture, & Natural Resources Education Advisory Council Report

Members will be meeting during the State Convention over Zoom to discuss ways to help and improve current events and how to prepare for them.

XI. New Jersey Agriculture Society Report

The Agricultural Society Gala has been postponed to a later date in the year and will still be held at the Mercer County Boathouse. Farmers Against Hunger have worked to extend their season and trucks are still operating.

XII. New Jersey Association of Agriculture Educators

All New Jersey Educators are trying to discuss how to prepare for the new remote learning styles and how to incorporate any agricultural classes as well. They are also looking at how to conduct and host their future conferences. All meetings will be over a virtual platform.

XIII. Unfinished Business

A. Horticulture Exposition/Floral Design CDE

The Horticultural Exposition was moved to an online platform and all entries have been judged and results are posted. Thank you to everyone who participated in the event.

B. New Jersey Agriculture Society Gala

The Agricultural Society Gala has been postponed to a later date in the year and will still be held at the Mercer County Boathouse.

C. National Ag Day Event

All National Ag Day events were moved to an online format and anyone with access had the opportunity to log in and check out the events in the comfort of their own home. Many officers and members from New Jersey took advantage of the opportunity.

D. Retiring Address Workshop

The retiring address workshop will be facilitated by the NJ State FFA Alumni on April 8th. They will be mentoring the officers in further developing their retiring address speeches.

E. Online CDEs

1. Winter CDEs

Winter CDEs have always been hosted in an online format, however their date has been pushed back to be hosted on April 27-29.

2. Dairy Cattle Evaluation CDE

This event will be hosted online from April 27-29.

3. Horse Evaluation CDE

Horse judging will take place online from April 27-29

4. Spring CDEs

Spring CDEs will take place online from May 5-7

F. State Applications Judging

Officers, stakeholders and advisors are helping to judge applications submitted by students and chapters from April 20-22. Application deadlines are April 15. All judging will be completed by April 22.

G. Agriscience Fair

Agriscience Fair interviews will be hosted virtually on April 29. State Officers may be needed to assist in moderating the process.

H. Eastern PA FFA Day

This event has been postponed to an online format. Students will compete May 11-13.

I. Chapter Visits

Due to schools closing down, one chapter visit was cancelled as an in person event. Kailyn is looking into creating a virtual workshop.

J. Team Goal Action Plan

The officer team has no new reports on the action plan but are planning accordingly and trying to keep all members informed and participating in new social media activities.

XIV. New Business

A. State Convention Planning

1. Timeline

State officers are up to date on tasks for convention. With updates on the COVID-19 pandemic moving a return to normal closer to the date of State Convention and notice from Monmouth University that they will not be able to host the convention, state staff presented a proposed schedule and plan of events to move the convention virtual.

Motion by Owen to move the convention to a virtual format a release the proposed schedule and plan of events to the chapters.

Seconded by Talia. Motion passes.

2. Video Shoot

The team will explore alternative methods to record convention videos while social distancing.

3. Statewide Community Service Project

We are looking into creating a virtual community service project for members to participate in.

4. Potential State Officers/ Nom Com

Officers reviewed the list of potential candidates and are trying to confirm all future candidates.

5. Delegate Issues for State Convention

Motion by Talia to approve the delegate packet as presented.

Seconded by Owen. Motion passes.

B. Agricultural Education Issues Discussion

COVID-19 has had a great impact on the dairy industry. Due to grocery stores applying limits to item purchases including dairy products, there is a surplus of milk leading to farmers needing to dump their tanks.

C. Member of the Month

Motion by Owen to select Nathan Sparks of the Woodstown FFA Chapter as the April Member of the Month.

Seconded by Kailyn. Motion passes.

D. State Officer Mileage

Remember to submit mileage once travel restrictions are lifted.

E. Closing Ceremonies

The meeting was adjourned at 5:54 pm.

NJ FFA Association
FFA Monthly Budget Summary
March 2020

	Mar 20	Jul '19 - Mar 20	\$ Over Budget	Annual Budget
Income				
P1 Dues/Memberships (Income)	2,625.00	47,930.00	-2,070.00	50,000.00
P2 CDEs (Income)	0.00	2,282.00	1,182.00	1,100.00
P3 General Supplies (Income)	0.00	0.00	0.00	0.00
P4 State Officers (Income)	0.00	100.00	100.00	0.00
P5 LEAD (Income)	0.00	13,880.00	-4,403.00	18,283.00
P6 State Convention (Income)	0.00	13,290.18	-43,770.82	57,061.00
P7 National Convention (Income)	0.00	1,755.00	-495.00	2,250.00
P8 Horticulture Expo (income)	0.00	60.00	-3,440.00	3,500.00
P9 SO Continnum (Income)	0.00	0.00	0.00	0.00
P10 ALLD (Income)	491.00	3,934.38	390.38	3,544.00
P 11 212 (Income)	0.00	0.00	0.00	0.00
P 12 SOCS (Income)	0.00	0.00	-220.00	220.00
Total Income	3,116.00	83,231.56	-52,506.44	135,738.00
Expense				
P1 (Dues/Memberships-Expense)	0.00	13,975.00	975.00	13,000.00
P2 (CDEs - Expense)	0.00	2,215.89	-7,352.11	9,568.00
P3 (General Supplies - Expense)	0.00	1,964.91	-734.09	2,699.00
P4 (State Officers - Expense)	0.00	11,811.16	5,388.16	6,423.00
P5 (LEAD - Expense)	0.00	15,518.04	-3,160.96	18,679.00
P6 (State Convention - Expense)	0.00	61,193.96	-116.04	61,310.00
P7 (National Conven. - Expense)	0.00	6,343.47	-1,079.53	7,423.00
P8 (Hort Expo - Expense)	1,755.00	1,881.45	-4,568.55	6,450.00
P9 (SO Continnum - Expense)	0.00	2,275.00	-3,641.00	5,916.00
P10 (ALLD-Expense)	5,404.72	5,404.72	1,419.72	3,985.00
P 11 (212-Expense)	0.00	1,967.02	1,932.02	35.00
P 12 (SOCS-Expense)	0.00	84.52	-385.48	470.00
Total Expense	7,159.72	122,583.60	-12,869.40	135,453.00
Net Income	-4,043.72	-39,352.04	-39,637.04	285.00

NJ FFA Association
Monthly State Meetings - General Ledger
 As of March 31, 2020

	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Original Amount</u>	<u>Paid Amount</u>	<u>Balance</u>
FFA								50,240.52
	Deposit	03/02/2020		Deposit	-SPLIT-	761.00	761.00	51,001.52
	Check	03/05/2020	National FFA Organization	plaques	P8 (Hort Expo - Expense)	-1,315.00	-1,315.00	49,686.52
	Deposit	03/06/2020		Deposit	-SPLIT-	1,012.00	1,012.00	50,698.52
	Check	03/06/2020	Party Fair	table cloths for ALLD	P10 (ALLD-Expense)	-109.92	-109.92	50,588.60
	Check	03/13/2020	Preferred Party Place	cancelation fee for tables & linens	P8 (Hort Expo - Expense)	-440.00	-440.00	50,148.60
	Check	03/13/2020	The College of New Jersey	ALLD space rental & contiental breakfast	P10 (ALLD-Expense)	-5,294.80	-5,294.80	44,853.80
	Deposit	03/24/2020		Deposit	-SPLIT-	2,104.00	2,104.00	46,957.80
Total FFA							<u>-3,282.72</u>	<u>46,957.80</u>
TOTAL							<u>-3,282.72</u>	<u>46,957.80</u>

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: March 26, 2020

Committee:

Committee: Constitution, Bylaws and Program of Activities

Committee Members Present:

Jamie Specca, Kailyn Emmett, Mrs. DiTizio

Absent:

Talia Priore

Purpose of Meeting:

To create the state convention agenda.

Recommended Action(s):

Amend Article 6, Section D of the constitution by inserting "virtual or in person" before "Annual State Convetion."

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Comments:

We discussed possible online delegate work ideas and how business can be made through digital meetings. This ammendment will allow the section to read, "The governing body of the State Association shall be the State Executive Board. The House of Delegates and the State Executive Board will be the voting body at the virtual or in person Annual State Convention.

Jamie Specca
Chairperson

Kailyn Emmett
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: March 30, 2020

Committee: Membership and Chapter Relations

Committee Members Present: Owen Donnelly, Jamie Specca, Nicole Sickler, Jenny Allen

Absent: Talia Priore

Purpose of Meeting:
1. To evaluate how the State Association interacts with members during the COVID-19 outbreak.
2. To discuss what topics delegates should discuss during the 2020 State Convention Delegate sessions.

Recommended Action(s):
1. The committee recommends creating some kind of virtual CDE/LDE alternative for schools that have travel restrictions.
2. The committee recommends State Officers consider reaching out to members to talk about FFA and non FFA related topics. With so much going on it would be good to check in with members and further develop a relationship with them.

Comments:
1. The topics that will be discussed at convention include: Evaluating member relations through social media (including content we put out and engagement through social media challenges), evaluating the potential of virtual events- especially in terms of inclusion, and evaluating inclusion of NJ FFA in general.
2. The committee discussed the social media takeover and ways to improve upon it

Owen Donnelly
Chairperson

Nicole Sickler
Secretary

Committee Report

(SUBMIT TO STATE SECRETARY)

Date: March 30, 2020

Committee: State Leadership Committee

Committee Members Present:

Kailyn Emmett, Owen Donnelly, and Ryan Jordan

Absent:

Mr. Ducey

Purpose of Meeting:

Committee members discussed our past events and how we were able to utilize opportunities to increase membership and their experiences. We reviewed L.E.A.D and how advisors and students were reminded and brought their own laptops to log into AET successfully for the POA session. During S.O.C.S, we removed the essay and social media portion of the state officer candidate interview process to allot more time for the one-on-one interviews and to personally talk with each candidate about the process. During A.L.L.D, although we did not have a question box, more time was allowed for students to ask our panelist specific questions. Moving forward, we discussed possible plans to help create a more virtual friendly space for our members. It was discussed to create videos explaining our CDE's in regard to how they are performed, how to study for it with useful links, and a real world shout out. This will ensure that all members will receive the same "training" or information relating to this event along with how this is useful in today's society, all while advocating for advancements within agriculture.

Recommended Action(s):

1) Utilize our Instagram platform more with announcements such as, degree applications, due dates and attach a link back to our official website to the various applications. 2) Broadcast our events more that occur during state convention so members will sign up and have time to prepare. Even broadcast more in Instagram of our events such as time, date, and location. 3) Create a short video, (similar to the TikTok format) to describe a brief synopsis of what each CDE is and how members are involved. Along with that, create a "how-to" video explaining the source that can be utilized in order to successfully compete and to interest members in competing again and in other CDE's. This will ensure an increased percentage of chapters falling into the 60% rule, members will be more confident in competing, and it will draw members into competing.

Comments:

This committee recommends to review the actions to help increase our membership at all leadership activities.

Kailyn Emmett

Chairperson

Owen Donnelly

Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: March 27, 2020

Committee: State FFA Applications

Committee
Members Present:

Nicole Sickler, Kailyn Emmett, Talia Priore and Ryan Jordan.

Absent:

Dale Cruzan Advisor

Purpose of Meeting:

To review the committee for the year and to discuss agenda for state convention.

Recommended
Action(s):

Make sure all applications are in jot form. Making all applications uniform.

Comments:

Reorganizing the state page by making them alphabetical and due dates to show up next to the application name.

Nicole Sickler

Chairperson

Kailyn Emmett

Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: March 22, 2020

Committee: CDE/LDE Review and Evaluation

Committee Members Present: Talia Priore, Nicole Sickler, Ryan Jordan, Susan Stant

Absent: None

Purpose of Meeting: State Convention Committee Agenda Ideas

Recommended Action(s): none

Comments:	We touched on brining back ideas from last year's state convention committee report, but decided not to bring those ideas back. On the state convention agenda we have: informing members to bring towels to land judging, combining official ceremonies and conduct of chapter meetings, and enforcing the ten minute rule at tractor driving.
Talía Priore	
Chairperson	
Secretary	

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: March 26, 2020

Committee: Horticultural Exposition Review and Evaluation

Committee Members Present: Jamie Specca, Owen Donnelly, Nicole Sickler, Mrs. Guttadora

Absent:

Purpose of Meeting: To evaluate the 2020 Horticultural Exposition and create the state convention committee agenda.

Recommended Action(s):

2

Comments: If there is any feedback from advisors, members, etc. please share them as convention approaches!

Jamie Specca
Chairperson

Owen Donnelly
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: Tuesday, March 31, 2020

Committee: State Convention Committee

Committee Members Present: Owen Donnelly, Jamie Specca, Kailyn Emmett

Absent: Hanna Toft

Purpose of Meeting: To go over everything one last time in order to come up with our State Convention Committee Agenda for the delegate session so the items that need to be discussed are delt with.

Recommended Action(s): **Art Contest-** The 4th and 5th place for the Art contest should receive a certificate for participation instead of not getting anything.

Comments: **Ice Cream Social-** Make the social a requirement for all members and advisors. Make the time of the social a little bit later that way people can go back to their dorms and change into regular clothes. **T-shirt Contest-** Setup games and activities at the social for people to have fun anf get to know people better. Start the design contest again and go over the rules and outline to make it easier on the members to understand.

Ryan Jordam
Chairperson

Kailyn Emmett
Secretary