

Elgin High School

Ag Barn Project Center Procedures & Contract

The Elgin FFA Ag Barn is provided for FFA members raising an animal project that do not have a place of their own to keep livestock. Animals eligible to be shown in Junior Market or Junior Breeding shows representing Elgin FFA will be allowed.

Failure to abide by the following rules will result in:

1st Offense – Verbal Warning *(Excluding Rule number 2, 3, & 3a listed below – 1st offense is EVICTION)

2nd Offense – Written Warning (written acknowledged by student, parent(s), and the Ag Science Teacher (AST))

3rd Offense – Eviction of Family

1. All Elgin ISD policies and procedures will be followed at all times.
2. Cruelty to the animals will not be tolerated **and is cause for immediate eviction of the offender's animal by the AST (Agriculture Science Teacher)**. This includes but is not limited to: neglect, abusive training, malicious actions, using electronic devices without permission or unapproved drugs. Any observance of animal cruelty or neglect should be immediately reported to the posted Ag Barn google number. (it is also listed at the bottom of this document.)
3. **No alcoholic beverages, tobacco product, or controlled substance will be allowed on premises. No persons under the influence of alcohol or other controlled substances will be allowed on the premises at any time. This will result in immediate eviction of the family.**
- 3a. The parents, friends, and guests of the student are also subject to rule 3. Guests are defined as a person at the barn, with or without the student, at the request of, or acting on the behalf of, the student.
4. Cleanliness is a necessity. It is your responsibility to keep your pen area along with other areas you may use neat, clean, and orderly. This includes but is not limited to manure, trash, can drinks, water bottles, bags, and old bedding material. A \$50.00 cleaning and maintenance fee will be assessed on May 15 for each pen that is not cleaned out to the Ag teachers specifications.
5. All feed is to be kept in a secure container (i.e. trash can with a sealed lid) so pests / rodents are not able to get into feed bags. Metal trash cans are preferred but not mandatory, rodents are able to chew through plastic.
6. No pets will be allowed at the barn, including inside of vehicles parked at the barn. An exception may be made, by the AST, for working animals that assist in the training of sheep and goats.
7. Safety for self and the project is the sole responsibility of the student. Any damage to the facility should be reported to AST immediately. The Ag Department, Elgin FFA, or EISD will not be held liable for injury, loss, or theft of a project. Please report any issues regarding this to the posted google document number to inform ASTs.
8. Animals housed at the Elgin FFA Ag barn **should be limited to 2 head per exhibitor regardless if the animal is market or breeding unless prior approval is given by Elgin ISD administration.**
9. The barn will be open from 5:00 am until 9:00 pm each day. Schedule your feeding and working times during open hours. Animals must be attended/fed before and after school hours. **Animals must be fed every day.**
10. Teachers will make stall/pen assignments for each student project. There will be one pen assigned per each student, until November 1st to ensure availability for all. The assignments will not be changed without teacher approval and will be reviewed on a year to year basis. **No one pen may house more than 1 head of cattle, 2 pigs, 2 goats, or 2 lambs at a time. ANY additional animals or births must be pre-approved by AST.**

11. All breeding animal birth dates and registration, once attained, must be filed with AST upon approval of the animal.
12. Animals will remain in designated pens unless the exhibitor or parent/guardian is present and working with the animal. Unsupervised turn out of animals into the exercise area is not permitted.
13. NO additions, subtractions, modifications, or construction relating to electricity, carpentry, plumbing, metalwork/welding, or location may be made without approval by the AST.
14. The student is responsible for safe use of electricity at the barn. The use of electrical devices or extension cords must meet NEC and UL electrical codes. No cords shall lie in the aisle, across the pens, or on the ground. Animals can chew on the cord and be electrocuted.
15. Any accident or safety hazard is to be reported immediately to AST. Please contact ASTs.
16. No structure may be moved or altered without the permission of an AST or Elgin ISD Administration. Students and parent/guardian are only permitted to use the Ag Barn Facilities and must fill out a EISD Facilities Use Request Form to access Show Barn/Concessions or Showbarn parking grass area.
17. Students and parents should be extremely selective of guests. Guests are the responsibility of the student; therefore all guests must follow all project center rules and EISD rules and regulations. The AG barn resident student will be held responsible for any and all actions by individuals brought onto premises.
18. Students, parents, or guests are limited to driving on designated areas only. Drivers should drive slowly and with caution both inside and outside fenced areas. **DO NOT DRIVE INSIDE FENCED AREA WITHOUT APPROVAL FROM AST.**
19. Radios shall not be played from the vehicle loudly or while feeding your animals. The facility will not be used for a loitering area or "hang out" for any individuals. A radio may be played inside the barn at a volume deemed reasonable by AST. Music must be appropriate. AST will have final say on volume and appropriate music content.
20. Student/Parent shall administer medications or have the animal viewed by a veterinarian when advised by the AST. Failure to do so could affect the health of other projects.
21. Bulk bedding material will be ordered at the discretion of the AST. Students/Parents shall not order large volumes of dirt or sand to be used at the facility.
22. Students and family members may not feed, move, water, or provide any other care, regardless of intent, another student's projects without permission from the owner. The AST will monitor all projects. If neglect is noticed, please refer to posted number to inform the AST asap.
23. In the event of a stall flooding you are responsible for cleaning out the wet shavings or bedding material and laying down new shavings or bedding material for your animal regardless of where the water came from. It is suggested that if your stall is the stall that has caused the flooding, regardless of cause, that person should offer to help clean up the mess out of common courtesy; But regardless, each stall is the responsibility of the student for any problems. It must be cleaned up within two days (48 hours) of the problem.
24. All market animals must be removed from project center within 2 weeks (14 calendar days) following the project show. All breeding animals please inform AST **no later than May 15th** of intentions for housing continuing projects. **At that time a new contract will be issued in an attempt for renewal and put into effect.**
25. All students must have up to date emergency contact information and a veterinarian preference posted at all times. In the event of an emergency, please call your veterinarian. If it is not your animal, call the emergency contact listed for the owner of the animal. **DO NOT** administer medication/ feed or water another person's animal.
26. **The Ag barn Contract must be signed by both student and parent before animals are moved in (or within 1 week of receiving the contract) The number of head intended to house needs to be filed with the AST at the time the contract is submitted.**
27. Any evicted project must be removed within three calendar days.
28. The facility may be monitored by video surveillance at any time and viewed by AST, School Administrators, or

Elgin Police Department.

29. You may choose to lock your pen or feed with your personal lock. You must provide the AST keys or combination for both of these locks prior to move-in or the AST may cut the lock as necessary.
- 30. You must provide your own manure rake. ONLY DUMP MANURE AND/OR OLD FEED IN THE DESIGNATED AREA.**
31. Feed/hay/water troughs will be provided by the student.
32. Hay bags are not permitted in stalls.
33. Fans and/or outside panels must be pre-approved by AST.
34. If the stall has an automatic water system, it is the responsibility of the student to maintain it. This includes all water nipples or other float devices.
35. All students must be a member in good standing with the Texas FFA and a current member of the Elgin FFA.
36. If a brother or sister of a high school FFA member that meets the qualifications for barn admission wishes to maintain a livestock project, he/she must be a member of the JR. FFA and in good standing. The student may occupy a stall at the facility if space is available. Priority will be given to High School FFA members.
37. No chemicals and/or fertilizers may be added to grounds by any persons other than approved EISD staff.
38. Problems and chain of command – When a problem or concern arises, the best way to resolve it is by following a set of “chain-of-commands”. Always begin with the Ag teacher, Director of CTE, Principal, Central Office.
39. The agriculture science teachers for each program / species may create rules in additions to these rules that are specific to their program / species. Any additional rules shall be approved by the Director of CTE and the campus principal.
- 40. Remember, this facility is a privilege and if the students/parents cannot work cooperatively with AST or Elgin ISD the student will be given one verbal warning, one written warning and the third incident will result in the eviction of the livestock project. No further stalls shall be rented for use by that student.**

** Project Supervision:

The STUDENT is responsible for:

1. The general and medical care of his/her project and project area.
2. Informing the teacher regarding any problems and/or progress of the project.
3. The entry fees needed for all stock shows.
4. The payment of feed and animal costs.
5. Attendance of ALL mandatory barn clean ups from start to finish.

The PARENT is responsible for:

1. The general supervision of the project on a day-to-day basis.
2. Communication with the teacher should a question or problems arise concerning the project or student's performance.
3. The transportation of students to the complex for care of the animal.
4. The transportation and accommodations of students at all stock shows.
5. Making sure all payments are made by the student in a timely manner.

The AGRICULTURE TEACHER is responsible for:

1. Any problems that may occur with the animal project during normal working hours. The teacher is not required to take emergency calls after hours for the purpose of treating sick or injured animals, but will make every effort to assist when needed with those problems.
2. The teacher will visit all projects on a regular basis, in accordance with EISD & FFA guidelines.
3. Selecting the feeding programs for each animal project area. Feeding instructions for animals raised at the barn are to come from EISD agriculture teachers only. Any outside instruction may lead to dismissal from the barn.
4. Livestock Show attendance will be determined by the specie advisor. Students may not attend a major stock show without an advisor or a species sponsor or without their approval.
5. The teacher will assist in giving medications when possible. The teacher will NOT be held liable for injury to livestock while assisting the student with their project. This includes but is not limited to: giving medications, castration, dehorning, docking, worming, trimming or any other activity directly involving the teacher and animals.
6. The FFA sponsor will provide transportation if needed for all FFA projects to approved shows entered by the chapter.

**** All correspondence and requests for maintenance and/or grounds work needs to be presented to the Ag Teachers to initiate request.**

**** The Agri-Science Department, Agriculture Science Teachers, FFA Chapter, EISD, or teachers are not responsible for any loss or damage to any person, property, or livestock, which may occur on the project center. Students and parents assume all risks, and should consider insurance policies which cover animal projects and other property.**

**** In the event of an emergency/evacuation the owner is responsible for the animal's welfare.**

**** The Ag teachers reserve the right to make decisions concerning the project center rules/projects & barn in the best interest of residents, livestock, or Elgin High School. These rules will be accessed, reviewed and amended by AST as needed.**

(please detach and return PRIOR to moving in your animal)

Student Name:

Date:

Parent & Student Initial Each Item

[] [] I have read, understand, and will abide by the facility rules.

[] [] I understand I am responsible for the actions of those I allow to enter the facility.

[] [] I will maintain the general use areas (center aisle, dumpster area, wash rack, and scale) on a regular basis and will clean up messes as they happen.

[] [] I will maintain a positive and cooperative working attitude with AST and other barn members at ALL times.

Mailing Address:

City:

Zip

Emergency contact Name: _____ Phone #: _____

Preferred Veterinarian Name : _____ Phone #: _____

Requested move in date:

Student Signature X _____ Date: _____

Parent Signature X _____ Date: _____

Ag Science Teacher X _____ Date: _____

Approved: Yes / No

WRITTEN WARNING DISCIPLINE NOTICE

Exhibitor's Name

Date

Ag Science Teacher

Date of Incident

Remarks: Explain reasons for warning, including specific details of incident or violation; include prior warning(s).

I hereby acknowledge receipt of a copy of this warning form.

Exhibitor's Signature

Date

Parent signature

Date

AG Science Teacher signature

Date