

Ohio FFA Association Constitution

Article I. Name

The name of the organization shall be the Ohio FFA Association. Recognized units of the organization may officially use the letters FFA and/or the words Future Farmers of America to designate the organization, its units and/or members.

Article II. Objectives of the Organization

The objectives of the organization shall be consistent with Section 3 of the National FFA Organization's federal charter, Public Law 81-740. The organization shall cooperate with national and state government agencies and officials for career-technical education in accomplishing the following objectives:

To be an integral part of the organized instructional programs in agricultural education which prepares students for a wide range of careers in agriculture, agribusiness, and other agriculture-related occupations.

To strengthen the confidence of students in themselves and in their work by developing desirable work habits and the effective usage of their time; by learning to assume responsibility; and by developing competencies in communications, human relations, and other social abilities leading to the intelligent choice of a career and successful employment or entrepreneurship in the agricultural industry.

To provide agriculture-related programs and activities which will develop pride, responsibility, leadership, character, scholarship, citizenship, patriotism, and thrift, and which will improve the economic, environmental, recreational, and human resources of the community.

To encourage and recognize achievement in supervised agricultural experience programs, scholarship, leadership, and other individual and group activities by providing awards to deserving members and chapters.

The purposes for which this organization is formed are as follows:

- To develop competent, aggressive, agricultural leadership.
- To create and nurture a love of agricultural life.
- To strengthen the confidence of members in themselves and their work.
- To have members make an intelligent choice of agricultural occupations.
- To have members grow into an agricultural career.
- To have members improve the home and its surroundings.
- To participate in worthy undertakings for the improvement of agriculture.
- To develop character, train for useful citizenship, and foster patriotism.
- To participate in cooperative effort.
- To practice thrift.
- To improve in scholarship.
- To provide and encourage the development of organized recreational activities and skills.

47 **Article III. Organization**

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49 **Section A**

50 The Ohio FFA Association is the organization for students enrolled in Agricultural Education
51 programs. It shall consist of chapters chartered by the National FFA Organization and the Ohio
52 FFA Association.

53

54 **Section B**

55 Chapters of the Ohio FFA Association shall be chartered only in such schools where recognized
56 systematic instruction in Agricultural Education is offered under the provisions of federal career-
57 technical education legislation. Such chapters shall operate as an integral part of the instructional
58 program of Agricultural Education. Schools with large enrollments and/or multiple programs in
59 Agricultural Education may establish subsidiary chapters of the parent chapter. Each subsidiary
60 chapter shall be organized and operated in accordance with all the provisions of the national,
61 state and local constitutions. Subsidiary chapters shall be coordinated by the officers and
62 advisors of the parent chapter.

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64 **Section C**

65 Students enrolled in local Agricultural Education programs shall meet, organize and adopt a
66 constitution not in conflict with State or National Constitutions as their own, elect officers, set up
67 a program of activities, and then apply to the Ohio executive secretary for membership in the
68 Ohio FFA association. Upon receipt of a charter from the Ohio FFA Association, the local shall
69 be part of the Ohio FFA Association and shall be empowered to enroll members and begin its
70 programs and activities.

71

72 **Section D**

73 Collegiate chapters may be chartered by the Ohio FFA Association in two- or four-year post-
74 secondary institutions where agricultural courses are taught. Each chartered collegiate chapter
75 may adopt a constitution, which shall not conflict with that of the National FFA Organization or
76 the Ohio FFA Association, elect officers, and establish a Program of Activities. Collegiate
77 chapter members shall pay state and national FFA dues.

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79 **Article IV. Procedures for Determining Standing of Local Chapters**

80

81 **Section A**

82 A local chapter shall be in good standing with the Ohio FFA Association when the following
83 conditions are met:

84 • All annual state and national dues have been paid to the Ohio FFA Association, or shown
85 by postmark or other reliable evidence to have been mailed to the Ohio FFA Association
86 on or before November 30th.

87 • All reports have been submitted to the Ohio FFA Association as requested by the Ohio
88 FFA Board of Trustees.

89 • Provisions of the local FFA constitution do not conflict with the Ohio FFA or National
90 FFA Constitution and chapter activities are in harmony with the ideals and purposes of
91 the Ohio FFA Association and National FFA Organization.

92

93 The Ohio FFA Board of Trustees shall have the power to suspend the charter of any chapter that
94 violates the Ohio FFA or National FFA Constitution and Bylaws. A report on all suspensions
95 shall be presented to the delegates at the next succeeding state convention. In the event a chapter
96 is not in good standing with the Ohio FFA Association at the time of the opening of a state
97 convention, the delegates in session at that state convention shall have the power, upon
98 recommendation of the Ohio FFA Association Board of Trustees, to withdraw the charter and
99 refuse such chapter official representation at the state convention. When such action is taken the
100 chapter in question and members thereof shall be denied the privileges of membership in the
101 Ohio FFA Association. Upon meeting the requirements for good standing, a chapter may be
102 reinstated by action of the Ohio FFA Association Board of Trustees.

103
104 In the event a local department of Agricultural Education is discontinued, its chartered FFA
105 chapter may officially operate for a period not to exceed three years (36 months) from the date of
106 discontinuance, provided proper supervision is given by a person having the approval of the local
107 school administrator and the state FFA executive secretary or the state FFA advisor. The
108 chapter's charter must be surrendered to the state FFA executive secretary or state advisor at the
109 end of the three-year period if a local department of Agricultural Education is not in operation in
110 the school at that time.

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112 **Article V. Membership**

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114 **Section A**

115 Membership in the FFA shall be of four kinds: active, alumni, collegiate, and honorary.

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117 **Section B**

118 **Active Membership** - To be eligible for active membership in a chartered FFA chapter, a
119 student must be enrolled in a secondary Agricultural Education program. The Ohio FFA
120 Association considers secondary Agricultural Education programs to be grades 7-12. To become
121 an active member and retain membership, a student must:

- 122 • While in school, be enrolled in at least one Agricultural Education course during the
123 school year and/or follow a planned course of study; either course must include a
124 supervised agricultural experience program, the objective of which is preparation for an
125 agricultural career.
- 126 • Show an interest in the affairs of the organization by attending meetings, striving for
127 degrees of membership, and participating in other organized activities of the chapter.
- 128 • Pay all current state and national dues by the date determined by the chapter.
- 129 • Display conduct consistent with the ideals and purposes of the State and National FFA
130 Organization.

131 A member may retain active membership until November 30, following the fourth National FFA
132 Convention after graduation from high school.

133

134 A member in good standing at the time of induction into the armed forces of the United States of
135 America or into the FFA international program shall be in good standing during the period of
136 active service without further payment of dues or attendance at meetings. Time spent in the
137 armed forces or FFA international program shall not be considered as elapsed time in
138 determining the maximum period of four conventions following graduation from high school or

139 leaving high school. Members using this waiver of service time for the purpose of maintaining
140 active membership for application for advanced degrees of membership must resume active
141 participation within six months after having been honorably discharged from military service or
142 completing their FFA international program and indicate such a desire by paying dues and
143 attending meetings. Members participating in a six-month armed services program or
144 participating in the FFA international program for six months shall be eligible for one full year of
145 extended membership.

146

147 No individual may retain active membership beyond his or her twenty-third birthday.

148

149 **Section C**

150 **Alumni Membership** - Membership shall be open to former active members, collegiate and
151 honorary members, present and former professional agricultural educators, parents of FFA
152 members, and others interested in and supportive of the FFA.

153

154 **Section D**

155 **Collegiate Membership** - Collegiate membership shall be open to students who are enrolled in
156 agricultural courses or who are pursuing career objectives in the industry of agriculture at a two-
157 or four-year post-secondary institution having a collegiate FFA chapter.

158

159 **Section E**

160 **Honorary Membership** - Farmers, school superintendents, principals, members of boards of
161 education, chapter advisors, teachers, staff members in agricultural education, business people,
162 and others who are helping to advance agricultural education and the FFA and who have
163 rendered outstanding service, may be elected to honorary membership by a majority vote of the
164 members present at any regular meeting or convention. Honorary membership shall be limited to
165 the Honorary Chapter FFA Degree in the local chapter and Honorary State FFA Degree in the
166 Ohio FFA Association.

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168 **Article VI. Degrees and Privileges of Active Membership**

169

170 **Section A**

171 There shall be five degrees of active membership based on individual achievement. These are the
172 Discovery Degree, Greenhand FFA Degree, the Chapter FFA Degree, the State FFA Degree, and
173 the American FFA Degree. The national organization shall set the minimum qualifications for
174 each degree. The Discovery FFA Degree is intended for use in state associations and local
175 chapters where middle school membership is offered. Receipt of this degree is not necessary in
176 order to obtain the Greenhand FFA Degree or subsequent degrees.

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178 **Section B**

179 Discovery FFA Degree – To be eligible to receive the Discovery FFA Degree from a chapter, the
180 member must meet the following minimum requirements:

181 1. Be enrolled in agricultural education class for at least a portion of the school year while
182 in grades 7-8.

183 2. Have become a dues paying member of the FFA at local, state and national levels.

184 3. Participate in at least one local FFA chapter activity outside of scheduled class time.

- 185 4. Have knowledge of agriculturally related career, ownership and entrepreneurial
186 opportunities.
187 5. Be familiar with the local FFA chapter program of activities.
188 6. Submit written applications for the degree.
189

190 **Section C**

191 **Greenhand FFA Degree** - To be eligible to receive the Greenhand FFA Degree from the
192 chapter, the member must meet the following minimum qualifications:

- 193 1. Be enrolled in agricultural education and have satisfactory plans for a supervised
194 agricultural experience program.
195 2. Learn and explain the FFA Creed, Motto, Salute and FFA Mission Statement.
196 3. Describe and explain the meaning of the FFA emblem and colors.
197 4. Demonstrate knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.
198 5. Demonstrate knowledge of the history of the organization, the chapter constitution and
199 bylaws, and the chapter Program of Activities.
200 6. Personally own or have access to the Official FFA Manual and the FFA Student
201 Handbook.
202 7. Submit written application for the Greenhand FFA Degree.
203

204 **Section D**

205 **Chapter FFA Degree** - To be eligible to receive the Chapter FFA Degree from the chapter, the
206 member must meet the following minimum qualifications:

- 207 1. Must have received the Greenhand FFA Degree.
208 2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic
209 school instruction in agricultural education at or above the ninth grade level, have in
210 operation an approved supervised agricultural experience program, and be enrolled in an
211 agricultural education course.
212 3. Have participated in the planning and conducting of at least three official functions in the
213 chapter Program of Activities.
214 4. Have earned and productively invested at least \$150 by the member's own efforts or
215 worked at least forty-five hours in excess of scheduled class time, or a combination
216 thereof, and have developed plans for continued growth and improvement in a supervised
217 agricultural experience program.
218 5. Have effectively led a group discussion for 15 minutes.
219 6. Have demonstrated five procedures of parliamentary law.
220 7. Show progress toward individual achievement in the FFA award programs.
221 8. Have a satisfactory scholastic record.
222 9. Submit a written application for the Chapter FFA Degree.
223

224 **Section E**

225 **State FFA Degree** - To be eligible to receive the State FFA Degree from the Ohio FFA
226 Association, the member must meet the following minimum qualifications:

- 227 1. Have received the Chapter FFA Degree.
228 2. Have been an active FFA member for at least two years (24 months) at the time of
229 receiving the State FFA Degree.
230 3. While in school, have completed the equivalent of at least two years (360 hours) of

- 231 systematic school instruction in agricultural education at or above the ninth grade level,
 232 which includes a supervised agricultural experience program.
- 233 4. Have earned and productively invested at least \$1,000, or worked at least 300 hours in
 234 excess of scheduled class time, or a combination thereof, in a supervised agricultural
 235 experience program.
 - 236 5. Demonstrate leadership ability by:
 - 237 a. Performing 10 procedures of parliamentary law.
 - 238 b. Giving a six-minute speech on a topic relating to agriculture or the FFA.
 - 239 c. Serving as an officer, committee chairperson, or participating member of a
 240 chapter committee.
 - 241 d. Participating in three activities that promote Agricultural Education and/or the
 242 FFA.
 - 243 e. Participating in four-school and community activities
 - 244 6. Demonstrate scholastic achievement as certified by the local agricultural education
 245 instructor and the principal or superintendent.
 - 246 7. Have participated in the planning and completion of the chapter Program of Activities.
 - 247 8. Have participated in at least five different FFA activities above the chapter level.
 - 248 9. Be a junior, senior, or high school graduate.
 - 249 10. Participated in at least two different state sanctioned Career Development Events.
 - 250 11. Have completed a minimum of 30 hours of home and/or community development
 251 projects.

252
 253 Written records of achievement of all requirements, verified by the chapter FFA advisor, shall be
 254 submitted to the Ohio FFA Association at least two months prior to the state FFA convention at
 255 which the State FFA Degree is to be received. The state FFA executive secretary or the state
 256 advisor shall provide for review of the records and submit a recommendation to the Ohio FFA
 257 Association Board of Trustees, which shall nominate at the state FFA convention the candidates
 258 who have been found worthy to receive the honor. The State FFA Degree will be conferred upon
 259 the candidates subject to approval by the delegates at the state convention.

260

261 **Section F**

262 **American FFA Degree** - To be eligible to receive the American FFA Degree from the National
 263 FFA Organization, the member must meet the following minimum qualifications:

- 264 1. Have received the State FFA Degree, have been an active member for the past three years
 265 (36 months) and have a record of satisfactory participation in the activities on the chapter
 266 and state levels.
- 267 2. Have satisfactorily completed the equivalent of at least three years (540 hours) of
 268 systematic secondary school instruction in an agricultural education program or have
 269 completed the program of agricultural education offered in the school last attended.
- 270 3. Have graduated from high school at least 12 months prior to the national convention at
 271 which the degree is to be granted.
- 272 4. Have in operation and have maintained records to substantiate an outstanding supervised
 273 agricultural experience program through which a member has exhibited comprehensive
 274 planning, managerial and financial expertise.
- 275 5. Have earned and productively invested at least \$7,500 or have earned and productively
 276 invested at least \$1,500 and worked 2,250 hours in excess of scheduled class time. Any

277 combination of hours x \$3.33 plus dollars must be equal to, or greater than the number
278 9,000. Hours used for the purpose of producing earnings reported as productively
279 invested income shall not be duplicated as hours of credit to meet the minimum
280 requirements for the degree.

281 6. Have a record of outstanding leadership abilities and community involvement and have
282 achieved a high school scholastic record of "C" or better as certified by the principal or
283 superintendent.

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285 **Article VII. Procedure for Selecting American FFA Degree Recipients**

286

287 **Section A**

288 Applications for the degree must be approved by the state FFA executive secretary or the state
289 advisor and be received by the national organization not later than midnight of June 30, or show
290 by postmark or other reliable evidence, to have been mailed to the national organization on or
291 before June 15, prior to the national convention at which the degree is to be received.

292

293 **Section B**

294 Applications must be submitted on the official form provided by the National FFA Organization.

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296 **Section C**

297 The National FFA Board of Directors shall review the American FFA Degree applications and
298 recommend those candidates meeting the minimum qualifications. Final approval of the
299 candidates shall be given by the delegates present at the national FFA convention.

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301 **Article VIII. Emblem**

302

303 **Section A**

304 The official emblem of the FFA organization shall include five symbols, namely: the plow,
305 representing labor and tillage of the soil; the owl, representing wisdom; the rising sun,
306 representing progress; a cross-section of an ear of corn, representing common agricultural
307 interests; and an American eagle surmounting the cross-section of the ear of corn, representing
308 the national scope of the organization. The emblem shall also include the letters FFA, and the
309 words "Agricultural Education."

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311 **Section B**

312 The emblem shall be uniform in all local chapters and recognized units thereof. All members
313 shall be entitled to display the emblem.

314

315 **Section C**

316 Greenhand FFA Degree recipients shall be entitled to wear the official bronze emblem pin;
317 Chapter FFA Degree recipients shall be entitled to wear the official silver emblem pin; State
318 FFA Degree recipients shall be entitled to wear the official gold emblem charm; and American
319 FFA Degree recipients shall be entitled to wear the official gold emblem key.

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323 **Section D**

324 Honorary Chapter FFA Degree recipients shall be entitled to wear either the official silver or
325 gold emblem pin; and Honorary State FFA Degree recipients shall be entitled to wear the official
326 gold emblem charm.

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328 **Section E**

329 Collegiate FFA chapter members and FFA advisors shall be entitled to wear the official gold owl
330 pin.

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332 **Article IX. State FFA Officers and Procedures for Election**

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334 **Section A**

335 The elected officers of the Ohio FFA Association shall consist of president; vice president;
336 secretary; treasurer; reporter; sentinel; and 10 district presidents.

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338 **Section B**

339 The Ohio FFA Association shall elect officers to provide leadership and guidance to the
340 organization. These officers shall be elected annually by a majority vote of the delegates present
341 at the state FFA convention.

342
343 **Section C**

344 The elected officers shall constitute the Board of Ohio FFA Officers. It shall be the duty of this
345 Board to advise and make recommendations to the Ohio FFA Board of Trustees with respect to
346 the activities and business of the association.

347
348 **Section D**

349 The candidates shall be approved by the local advisor on a nomination form submitted to the
350 state executive secretary, hold the State FFA Degree and be interviewed by the nominating
351 committee. The method of selection of the officers of the Ohio FFA Association shall be
352 prescribed in the Bylaws.

353
354 **Section E**

355 An Ohio FFA officer may serve only a one-year term, unless a current officer is elected to the
356 office of state FFA president. Candidates must be active members who are a junior, senior or
357 have just graduated from high school during the year in which the state convention is held. With
358 the exception of the current state president, all Ohio FFA officers may run for the office of state
359 president.

360
361 **Section F**

362 Ohio FFA officers shall serve from one state convention through the next succeeding state
363 convention and shall not be re-elected, nor eligible for election to another state office with the
364 exception of seeking nomination for state president. In the event a state convention is not held in
365 any given year, the Ohio FFA Board of Trustees shall make provisions for the appointment of
366 Ohio FFA officers for the next succeeding year. The president of the Ohio FFA Association,
367 with approval from the Governing Committee, shall have the power to appoint a qualified
368 member to fill any office, which becomes vacant between state conventions if so desired.

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Article X. The State Advisor, Executive Secretary and Treasurer

The state advisor shall be the assistant director of the Agricultural Education Service. The executive secretary-treasurer shall be appointed by the advisor from the supervisory staff as approved by the Director of Career-Technical and Adult Education, Ohio Department of Education.

Article XI. Meetings and Conventions

Section A

Except in case of an extreme emergency declared by the Ohio FFA Board of Trustees, a convention of the Ohio FFA Association shall be held annually. The purpose of the state convention shall be to conduct the business of the state organization and to recognize outstanding achievements of FFA members and chapters. The time and place of the convention shall be determined by the Ohio FFA Board of Trustees.

Section B

At the state convention an official delegate assembly limited to two delegates per chapter will convene. A quorum shall exist when both the following conditions are met at the time business is conducted: a majority of the official delegates registered at the state convention are present and at least one-half of the local chapters are represented by official delegates.

Article XII. Ohio FFA Board of Trustees

Section A

Governing Body

The governing body of the organization shall be the Ohio FFA Board of Trustees, which shall consist of the state FFA advisor, who shall serve as chair of the board; the state FFA executive secretary, who shall serve as secretary of the board; six state FFA officers; a teacher educator; an industry representative; five teachers of agriculture; a local school administrator; and a local agriculture education supervisor. The committee will be called the Ohio FFA Board of Trustees and by such name shall be known. They will have perpetual succession and the powers and limitations contained in this document. The terms of office of members of the Ohio FFA Board of Trustees and the method of selection of such members, other than the ex-officio members, shall be prescribed in the Bylaws. The Ohio FFA Board of Trustees shall meet at least twice each year at such time and place as may be prescribed by the Board and shall present an annual report.

Section B

Governing Committee

The chairperson, the current state FFA president, the FFA executive secretary and two teachers of agriculture shall be designated by the Board to serve as the Governing Committee and shall have the power to deal with items of business of the Ohio FFA Association. All official actions of the Governing Committee shall be reported to the Ohio FFA Board of Trustees.

415 **Article XIII. Dues**

416 **Section A**

417 Annual membership dues of the Ohio FFA Association shall be established by a majority vote of
418 the delegates at the state convention. The Ohio FFA Board of Trustees shall submit its
419 recommendation concerning dues to each local chapter at least 30 days prior to the State FFA
420 Convention.

421

422 **Section B**

423 The membership year of the Ohio FFA Association shall be from September 1 to August 31.

424

425 **Section C**

426 The annual membership dues of a chapter shall be established by a majority vote of the members
427 at a regular chapter meeting.

428

429 **Article XIV. Amendments**

430 A local chapter or the Ohio FFA Board of Trustees may submit proposed amendments to the
431 Ohio FFA Constitution and Bylaws. Proposed amendments must be submitted in writing to the
432 Ohio FFA Association by February 1 for review by the Ohio FFA Association Board of Trustees.
433 All proposed amendments to the Ohio FFA Constitution and Bylaws must be submitted by the
434 state FFA executive secretary to the local FFA chapters at 30 days prior to the state convention.
435 The Ohio FFA officers shall present their recommendations concerning each amendment to the
436 delegates at the state convention. An amendment to the Ohio FFA Constitution may be adopted
437 by a two-thirds vote of the official delegates at the state FFA convention. An amendment to the
438 Bylaws shall require a majority vote of the official delegates at the state FFA convention.
439 Amendments to the Bylaws must not conflict with the Ohio FFA Constitution.

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441 **Article XV. Parliamentary Authority**

442 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall
443 govern the Ohio FFA Association in all cases to which they are applicable and in which they are
444 not inconsistent with this constitution and bylaws, any special rules of order the Ohio FFA
445 Association may adopt and any statutes applicable to this organization that do not authorize the
446 provisions of this constitution and bylaws to take precedence.

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447 **Ohio FFA Association Bylaws**

448

449 **Article I. Relationship to the Constitution**

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451 The Bylaws shall be a part of the Constitution of the Ohio FFA Association.

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453 **Article II. Location of Offices**

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455 The headquarters and principal office of the Ohio FFA Association shall be at the Ohio
456 Department of Education in Columbus, Ohio. The Ohio FFA Board of Trustees shall designate
457 the business offices.

458

459 **Section A**

460 **Governing Body**

461

462 The terms of office of members of the Ohio FFA Board of Trustees and the method of selection
463 of such members, other than the ex officio members, shall be prescribed in the Bylaws.

464

465 **Article III. Procedure and Terms**
466 **for Electing Members of the Board of Trustees**

467

468 **Section A**

469 The terms of office of members of the board of trustees and method of selection will be as
470 follows.

471 <u>Member</u>	<u>Length of Term</u>
472 State FFA Advisor, Chair (<i>ex officio</i>)	Continuous
473 State FFA Executive Secretary, Secretary (<i>ex officio</i>)	Continuous
474 State FFA Officers (<i>ex officio</i>)	Annually
475 Local Agricultural Education Supervisor	3 year term
476 Local School Administrator	3 year term
477 Teacher Educator	3 year term
478 Industry Representative	3 year term
479 Agricultural Education Teachers	3 year term

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481 The local agricultural education supervisor, teacher educator and industry representative will
482 each serve a three-year term. The five teachers of agriculture will be selected from the five
483 regions.

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485 The governing committee of the Ohio FFA Board of Trustees will appoint the:

- 486 • local agricultural education supervisor,
- 487 • teacher educator representative,
- 488 • local school administrator and the
- 489 • five teachers of agriculture.

490

491

492 **Section B**

493 The ten districts of the Ohio FFA Association shall be: District 1, District 2, District 3, District 4,
494 District 5, District 6, District 7, District 8, District 9, District 10. The five regions of the Ohio
495 FFA Association shall be: Region I (Districts 1 & 4); Region II (Districts 2 & 3); Region III
496 (Districts 6 & 7); Region IV (Districts 5 & 9); Region V (Districts 8 & 10)

497

498 **Section C**

499 The term of service for the elected members of the Ohio FFA Board of Trustees shall begin on
500 July 1 – June 30 and continue for a three-year period. The term of service for the six state FFA
501 officers as members of the Board will be July 1 – June 30.

502

503 **Section D**

504 In the event a position is vacated on the Ohio FFA Board of Trustees, the governing committee
505 will appoint a replacement.

506

507 **Article IV. Ohio FFA Board of Trustees Meetings**

508

509 **Section A**

510 The meetings of the Ohio FFA Board of Trustees shall be held at such place and time as
511 prescribed by the Board.

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513 **Section B**

514 The chairperson or president may call special meetings of the Board.

515

516 **Section C**

517 Notice of meetings shall be given to each member of the Board not less than thirty days prior to
518 any regular meeting and not less than five days prior to any special meeting.

519

520 **Section D**

521 At any meeting of members, a majority of the voting members must be present to constitute a
522 quorum for such meeting. Each member of the board of trustees will be entitled to one vote. In
523 the event an elected member of the Ohio FFA Board of Trustees is unable to attend a scheduled
524 meeting, the elected alternate may serve at that meeting.

525

526 **Section E**

527 The order of business at any meeting of voting members shall be determined by the chairperson
528 unless otherwise determined by a vote of members, present in person and entitled to vote at such
529 meeting. At meetings of the trustees, no voting by proxy shall be permitted.

530

531 **Section F**

532 The trustees may create any other committee of trustees to consist of the Board of Trustees chair,
533 the Board of Trustees secretary, and not less than three other trustees. Such committee shall
534 serve at the pleasure of the trustees, shall act only in the intervals between meetings of the
535 trustees, and shall be subject to the control and direction of the trustees. Such committee may act
536 only by a majority of its member.

537

538 Any act or authorization of an act by any such committee within authority delegated to it shall be
539 as effective for all purposes of the act or authorization of the trustees. No notice of such a
540 committee meeting shall be required. A meeting by any such committee may only be called by
541 the chairperson.

542

543 **Section G**

544 Trustees shall not be entitled to receive as compensation for services rendered, however trustees
545 may be entitled to reimbursement of expenses incurred as trustees.

546

547 **Article V. Duties of State FFA Officers**

548

549 **Section A**

550 President - It shall be the duty of the president to preside over the state convention and meetings
551 of the state officers. The president shall call one state convention each year. It shall be the duty
552 of the president to preside over all meetings of the Ohio FFA Association and over all meetings
553 of the Ohio FFA Board of State Officers. The president shall call all meetings of the Ohio FFA
554 Association each year on such date and at such place as shall be fixed by a majority vote of the
555 Ohio FFA Board of Trustees, and shall call special meetings for the Ohio FFA Association or of
556 the Ohio FFA Board of State Officers, when requested to do so by a majority vote of the
557 executive committee. The president shall appoint all committees and may serve as an ex-officio
558 member of these committees.

559

560 **Section B**

561 Vice President - The vice president shall assume all the duties of the president in the event that
562 the office of president becomes vacant by resignation or otherwise; shall preside over all
563 meetings in the absence of the president and shall assume such other duties of the president as
564 are assigned by the executive committee. Additionally, the vice president will develop the state
565 association program of activities and may serve as an ex-officio member of all committees.

566

567 **Section C**

568 The Secretary - It shall be the duty of the secretary to keep minutes of the meetings of the state
569 FFA officers and the state convention, and perform other duties as directed by the Ohio FFA
570 Board of Trustees and/or the state executive secretary.

571

572 **Section D**

573 The Treasurer - The treasurer shall assist the executive secretary-treasurer in handling the
574 financial business of the organization, and present the official auditor's report to convention
575 delegates.

576

577 **Section E**

578 The Reporter - The reporter shall act as publicity agent for the organization, shall assist in
579 disseminating information to local chapters, and shall assist the executive secretary with the
580 development of FFA publications.

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584 Section F

585 The Sentinel - The main duty of the sentinel is to keep the meeting room in order. It is also the
586 sentinel's duty to serve as host for guests of the Association and to act as a recreation leader for
587 the members. The sentinel will also assist in maintaining accurate association inventory records.
588

589 Section G

590 District Presidents - The district presidents shall assume duties as regular members of the state
591 executive committee.
592

593 Section H

594 The Advisor - The advisor may be a member of the governing committee and may serve as an
595 ex-officio member to all committees, shall advise the governing committee and other committees
596 on matters of policy.
597

598 Section I

599 The Executive Secretary-Treasurer - The executive secretary-treasurer is an ex-officio member
600 of all committees. The executive secretary-treasurer shall issue charters to local chapters, keep
601 permanent records of the organization and have records of the membership and progress of the
602 organization. The executive secretary-treasurer shall review all reports from the national
603 organization and disseminate information to the local chapters. The executive secretary-treasurer
604 shall act as the custodian of the funds of the organization, collect state and national dues, keep an
605 accurate record of all receipts, bank deposits, and disbursements, making an annual report on
606 such matters to the Ohio FFA Association and such other supplementary reports as may be
607 directed by the governing committee. The executive secretary-treasurer shall pay out of the
608 treasury such funds as are ordered paid by the executive committee, and shall furnish the auditor
609 with complete financial records for an official audit each year. The executive secretary-treasurer
610 shall furnish a suitable bond, the amount to be fixed by the governing committee annually. The
611 executive secretary-treasurer shall be in charge of arrangements for the state convention and
612 assist the state officers in conducting meetings and programs. The executive secretary-treasurer
613 shall review all applications and prepares a brief of the qualifications of the candidates to be
614 submitted to the executive committee of the Ohio FFA Association and perform such other
615 duties as may pertain to the furtherance of the organization.
616

617 Article VI. Duties of the State FFA Advisor, Executive Secretary and Treasurer

618

619 Section A

620 State Advisor - It shall be the duty of the state FFA advisor to:

- 621 1. Serve as chairperson of the Ohio FFA Board of Trustees.
 - 622 2. Serve as an ex-officio member of all committees.
 - 623 3. Advise the Board of Trustees on matters of policy and assist the Board of Trustees in
624 conducting meetings and carrying out programs.
- 625

626 Section B

627 State FFA Executive Secretary - It shall be the duty of the state FFA executive secretary to:

- 628 1. Issue charters to local chapters when directed to do so by the Ohio FFA Board of Trustees.
- 629 2. Keep official records of members and the progress of the organization.

- 630 3. Review all reports from local chapters and inform the Ohio FFA Board of Trustees of any
631 proceedings, which conflict, with the provisions of the Ohio FFA Constitution.
- 632 4. Provide for complete and accurate minutes of the meetings of the Ohio FFA Board of
633 Trustees, the Governing Committee, and any other committee affecting the state
634 organization, and furnish copies to members of the Ohio FFA Board of Trustees.
- 635 5. Keep a record of all officers of the state organization and their terms of office, and of all
636 official state convention delegates.
- 637 6. Arrange for the annual state convention.
- 638 7. Perform such other duties as directed by the Ohio FFA Board of Trustees and/or the state
639 advisor within the parameters of the Ohio Department of Education.
- 640 8. Be responsible for the financial assets of the organization except as otherwise directed by the
641 Ohio FFA Board of Trustees.
- 642 9. Advise the Ohio FFA officers, Board of Trustees, delegates and committees on matters of
643 policy and assist the officers in conducting meetings and carrying out programs.
- 644 10. Provide for the review of all applications for the American FFA Degree and submit them in
645 turn to the Ohio FFA Board of Trustees for approval.
- 646 11. Present an annual financial report to the Ohio FFA Board of Trustees, Ohio FFA officers,
647 and official delegates at the state convention.
- 648 12. Perform such other duties as may be prescribed by the Ohio FFA Board of Trustees.

649 **Section C**

650 Reports to the State FFA Executive Secretary - Each local secretary shall submit the following
651 information to the state executive secretary-treasurer when called for and on proper forms:

- 652 1. A Program of Activities for the year.
- 653 2. A membership report and membership roster accompanied by the state and national dues.
- 654 3. An annual report of chapter activities.

655

656 **Article VI. Election of State Officers and District Presidents**

657

658 **Section A**

659 A chapter may nominate two officer candidates each year.

660

661 **Section B**

662 The candidates for state sentinel, reporter, treasurer, secretary and vice president must be an
663 active member who is a junior, senior or has just graduated from high school during the year in
664 which the state convention is held and are not a current officer.

665

666 **Section C**

667 Candidates for state president will follow the same interview process. Nominations from the
668 floor will not be accepted for this position. Two candidates will be placed on the ballot for each
669 office. With the exception of the current state president, all current state officers and district
670 presidents may run for the office of state president.

671

672 **Section D**

673 Candidates will rotate through the phases of the interview, which may include but are not limited
674 to a general interview, an impromptu presentation, a prepared speech and a written exam. All

675 candidates must receive 65 percent of the total interview points possible to be considered for
676 nomination.

677

678 **Section E**

679 Printed ballots for state offices will be distributed to delegates at the general business session. No
680 nominations from the floor will be taken. Two candidates will be placed on the ballot for each
681 office.

682

683 **Section F**

684 The candidates for district president must be an active member who is a junior, senior or has just
685 graduated from high school during the year in which the state convention is held and are not a
686 current officer.

687

688 **Section G**

689 Printed ballots for district presidencies will be distributed to delegates at the district business
690 meetings. No nominations from the floor will be taken. Two candidates will be placed on the
691 ballot for each office.

692

693 **Article VIII. The Fiscal Year**

694

695 **Section A**

696 The fiscal year of the Organization shall be September 1 through the last day of August of the
697 next succeeding calendar year.

698

699 **Section B**

700 Books and records of the organization may be inspected by any member or member's agent at
701 any reasonable time. Arrangement for such inspection shall be made with the state FFA advisor.

702

703 **Article XI. Procedure for Issuing Charters to Chapters**

704

705 **Section A**

706 Prospective local FFA chapters shall apply to the state organization for a charter. The application
707 shall be signed by the president, secretary and advisor of the prospective local chapter.

708 The following materials shall accompany the application:

- 709 1. A copy of the proposed constitution and bylaws.
- 710 2. A copy of the chapter FFA Program of Activities.
- 711 3. A complete list of local members, including the name and address of each member.
- 712 4. The name and address of each chapter officer.

713

714 **Section B**

715 Provided the prospective chapter's constitution does not conflict with the State FFA Constitution
716 and Bylaws and provided other constitutional requirements have been met, a charter shall be
717 granted by the Ohio FFA Board of Trustees. The charter shall be signed by the national FFA
718 advisor, the executive secretary and the national FFA president.

719

720

721 **Section C**

722 The state FFA executive secretary and/or governing committee of the Ohio FFA Association
723 shall charter a local chapter when the state requirements have been met and the following have
724 been received by the state association:

- 725
- 726 1. An application for a charter.
 - 727 2. The names of all chapter members and officers.
 - 728 3. The proposed chapter constitution and bylaws.
 - 729 4. The chapter Program of Activities.
 - 730 5. All current state and national FFA dues.

731

732 **Article X. Ohio FFA Association General Operating Procedures**

733

734 **Section A**

735 Each chapter will be allowed to have a state officer visit twice per year with the state association
736 paying expenses, additional visits would be reimbursed by the chapter requesting the visit.
737 County or CTPD sponsored degree ceremonies or "Leadership Nights" hosted by a local chapter
738 would not count as a visit to any one chapter in that county.

739

740 **Section B**

741 The respective district supervisor and a pre-selected committee of teachers may disqualify an
742 application with figures that cannot be justified by the applicant's record books. This committee
743 will review all contested and disqualified applications and supportive materials prior to the
744 disqualification being final. The committee will consult with the teacher of the student or the
745 teachers' representative before the disqualification is complete with the specific problem(s)
746 explained to the teacher or representative.

747

748 **Section C**

749 All students' training agreements and training plans must be signed and completed in order to
750 count the hours and/or earnings toward the students' supervised agricultural experience program.

751

752 It is strongly recommended that the chapter advisor make a copy of all applications that are being
753 submitted for future reference and to be available in case of emergency and something happens
754 to the applications that were submitted.

755

756 **Article XI. Rules Governing FFA Membership in Ohio**

757

758 **Section A**

759 Membership eligibility provisions of the state and national FFA constitutions are observed,
760 except where they conflict with the following:

761

762 FFA membership must be in the chapter chartered to the instructional program at the school
763 where the student is currently receiving agriculture education instruction. Students who attend an
764 agriculture education program at a vocational school must transfer their FFA membership to the
765 FFA chapter at the vocational school, and may not remain an active member of the chapter at the

766 “home school.” Students who are enrolled in an agricultural education program at more than one
 767 school must maintain their FFA membership at the school in which they are enrolled a majority
 768 of the school day.

769
 770 With the advent of open school enrollment, the following scenario may come into effect. If a
 771 student at school A is enrolled in the local agriculture education program and also enrolls in an
 772 agriculture education program in school B, then the student applies for all awards through school
 773 A and is a member of school A’s FFA chapter.

- 774 • However, if a student in school A is not enrolled in the local agriculture education program
 775 and enrolls in an agriculture education program in school B, then the student applies for all
 776 awards through school B and is a member of the school B’s FFA chapter.
- 777 • Declining to, or failing to complete all the agriculture education offered at the school where
 778 they are enrolled, or declining to, or failing to continue agriculture education at the
 779 vocational school after finishing all that is offered at the local school (as in the case of two-
 780 year local programs).
- 781 • Automatically terminate their eligibility for continued FFA membership, which includes the
 782 termination of any office, which the student may currently hold.

783
 784 Students who chose to terminate their enrollment in agriculture education by:

- 785 • Provisions of the Agricultural Education Service Manual of Operation that relate to FFA and
 786 membership are observed.
- 787 • Resolutions or actions of the Ohio Board of Education that relate to student organizations are
 788 observed.
- 789 • Provisions of state and federal legislation or administrative code that relate to student
 790 organizations and educational equity are observed.
- 791 • Students whose membership terminates while they are progressing through levels of
 792 competition that began before termination may continue this progression until the final stage
 793 of competition is reached. Unless the membership termination was in any way the result of
 794 disciplinary action taken toward the student. If membership termination is in any way the
 795 result of a disciplinary action, the student may be immediately disqualified from further
 796 progress in the competition.

797 798 **Section B**

799 In the event that a local agriculture education program is discontinued, the FFA members of the
 800 school in question will be permitted to continue their FFA membership until they are no longer
 801 eligible because of the age requirement as established by the national FFA constitution and
 802 bylaws, or until the student decides they no longer wish to continue their membership.

- 803 • The state FFA executive secretary will write a letter to the school administration informing
 804 them of the opportunity that the students have in regards to membership and awards of the
 805 students who were previously enrolled in the agriculture education and FFA program.
- 806 • Under no circumstances, will students not previously enrolled in the program be permitted to
 807 join the FFA.
- 808 • It will be the responsibility of the local school administration to notify the state FFA
 809 executive secretary in writing of the school’s decision in this matter and to inform the
 810 executive secretary who the appointed ‘advisor’ of these students will be so that mailings,
 811 etc. can be facilitated.

812 **Article XII. Ohio FFA Center**

813

814 **Section A**

815 The mission of the Ohio FFA Center is to stimulate and promote the best interests of students
816 and former students of agricultural education.

817

818 **Section B**

819 The purposes of the Ohio FFA Center are:

- 820 1. To preserve and display many educational and historical items relation to agricultural
821 education and the FFA in the State of Ohio.
- 822 2. To provide FFA members, local FFA chapters, and the general public a source of information
823 on the historical development of agricultural education and the FFA, as well as information
824 on current activities and programs.
- 825 3. To provide a building for visits and meetings of FFA chapters, Agricultural Education
826 personnel, and the general public.
- 827 4. To support and promote education concerning the FFA organization, FFA activities, and
828 Agricultural Education in the State of Ohio.
- 829 5. To promote the personal development of the individual a benefit of membership and
830 involvement in the FFA.
- 831 6. To promote greater knowledge and awareness to the general public of the agriculture industry
832 and support education in agriculture.

833

834 **Section C**

835 The FFA archives, Hall of Achievement, and the conference room, shall be maintained, updated,
836 changed as deemed appropriate by the Executive Secretary. The Ohio FFA Board of Trustees
837 shall approve further updates to the Ohio FFA Center.