



**2020-2021**

**CCISD**

**Agricultural Science Facilities**

**Rules, Fees, and Health Care Guidelines**

# Clear Creek Independent School District Agriculture Science Facilities Rules and Fees School Year 2020-2021

The Clear Creek ISD (CCISD) Agriculture Science facilities are located at 2155 W. NASA Blvd. in Webster, Texas and 3255 Delesandri Ln. in Kemah, Texas. The purpose of these facilities is to provide an extension to classroom instruction, to maximize learning, and to allow FFA members a space to house their Supervised Agriculture Experience Program (SAEP) animal projects.

In order for all parties to best utilize the Agriculture Science Facilities, there are rules and regulations which must be observed and followed. To ensure compliance, CCISD employees, including agriculture teachers, facility manager, and administrators, will monitor and manage the facility both physically and via security cameras.

## A. **Eligibility:**

1. Only current high school FFA members in good standing may utilize the agriculture facilities.
2. All animals that are raised at one of the CCISD Ag facilities must be entered and exhibited under a CCISD FFA Chapter.
3. **All students and animals must follow No Pass/No Play in accordance with CCISD policy.**
4. Students must complete the following steps in a minimum of 2 weeks prior to bringing any animal onto agriculture facilities grounds:
  - **complete a pen reservation application, complete with exit plan per project**
  - obtain prior approval from an agriculture teacher and get an assigned pen
  - attend a meeting with their parent/legal guardian and agriculture teacher to review procedures and expectations.
  - understand and sign the rules agreement & attached forms
  - pay all relevant barn fees

## B. **Facilities:**

1. Fees – Students are subject to barn fees which are required for each project entered into the facilities. **Rates are non-negotiable and are due prior to any animal's arrival at the facilities.** Two-year heifer projects will require a second fee after the completion of Galveston County Fair and approval for major shows.

<b>Swine:</b> \$100 per head	<b>Sheep:</b> \$100 per head
<b>Goats:</b> \$100 per head	<b>Broilers:</b> \$75 per pen
<b>Beef:</b> \$200 per head	<b>Turkeys:</b> \$75 per pen
2. **Priority is given to CCISD Livestock Show and Auction market animals to be kept at the barn to which the school is assigned. Students may not exceed 2 CCISD Market Animals.** Additional approved projects for County, Majors, and Pasadena may be housed at the facility when space allows. No breeding males will be allowed in the barn.
3. Pens – students are not allowed to expand or move pens without prior teacher approval. Pens should not be locked with personal locks for any reason.
  - **Please reference attached Penning Guidelines**

4. Hours - The agriculture facilities' hours are from **5:00 a.m. to 9:30 p.m.** Gates are to remain closed and locked at all times.
  - i. Please note, agriculture science teachers may not always be available during the facility hours to answer questions. If there is an emergency, please contact a local veterinarian and leave a message for the student's Ag science teacher. Veterinarian numbers are posted at each barn
5. Feed and Tack Storage - Students will be assigned one locker. This locker should be locked with a personal lock and labeled with the students name and school. Feed should be placed in a sealable storage container. Hay is to be stored in the locker. Valuables that do not fit in the locker should be brought to and from home as needed. Lockers not properly labeled are subject to the lock being cut and the materials becoming property of CCISD.
  - i. If a student has multiple animals additional lockers will be assigned as space allows.
6. Tack – tack or buckets should not be left hanging on the outside of pens or in aisles.
  - i. Only district show boxes may be stored inside the Ag Facilities
7. Gate Cards - Two gate cards will be provided to the student at no cost. If a student/parent loses the gate card they will need to notify their teacher immediately. Replacement cards will be charged at the rate of \$15.00 per card.
  - i. Additional cards can be leased for \$15 each per year.
  - ii. All cards (original and additional cards leased) must be returned 7 days after the animal has left the facility or a \$15 fine per card will be assessed.
8. Guests – One guest, under 18, is allowed per students, Additional guests are only permitted at the facility when a parent or legal guardian accompanies student and guest. Parents, guardians, or guests who cause a disturbance will lose their privileges to enter the agriculture facilities. **Guest privileges may be revoked at any time.**
9. Arena – availability and use will be handled by the agriculture teachers. Animals should never be left unattended in the arena.
10. Duties – students will be assigned a duty area that must be completed daily, in the evening. **Students with multiple projects could be subject to multiple duty stations**
11. Facility Clean Up - the appearance of the agriculture facilities is a priority. **There will be monthly "Ag. Facility cleanups" which are mandatory for students with animal projects housed at the facility.** If students are unable to attend for any reason, they are responsible for finding a suitable replacement. Failure to attend a mandatory cleanup will result in a \$50.00 penalty fee.
12. Any student evicted from one of the facilities will not be allowed to utilize either facility.
13. Pets are not allowed on agricultural facility grounds, including dogs, cats, etc.

### C. Care of Projects

1. Animal Care – Students are responsible for proper care of his/her animal. This includes adequate nutrition and hydration for proper growth, the development of the animal project, and cleaning the pen and surrounding area. When owners are unable to be contacted, the CCISD agriculture teachers reserve the right to seek treatment for any animal found to be in need of immediate emergency care. The owner will be responsible for any costs incurred.
2. Cost – Students are responsible for all costs associated with the raising of a livestock project; including but not limited to the purchase, feeding, general upkeep and veterinarian care during their SAEP project period.
3. Medicating – If medication is prescribed for an animal from the veterinarian, the student, parents/guardians, or the student's Ag. Teacher (with consent from the parents/guardians or student) can give the shot(s) as prescribed from the veterinarian. **Please see: Animal Health Care Guidelines.**
4. Students/parents may not feed, move, water or provide any care to another student's project without *prior* permission from the animal's owner or Ag science teacher.
5. Stall Care - The pen is to be maintained with adequate approved shavings. The pen should be changed when soiled as to ensure the health and wellbeing of the animal project. All soiled bedding is to be promptly and properly disposed of in the designated area.
6. Wheelbarrows must be emptied into designated area and returned to their place of storage.
7. Manure bunkers are for soiled bedding and manure only. Feed bags, hay strings, bedding bags, bales of hay should be placed in the dumpster.
8. Animal Death - It is the parent/student responsibility to remove an animal that dies within 2 hours of being notified. If the carcass is not removed within the 2 hours, it will be removed by CCISD and the parent/student will be billed.

### D. Safety and Discipline

Agriculture Science Facilities are a part of Clear Creek Independent School District. Therefore, all rules and regulations found in the student handbook and the student code of conduct apply. Any activities which endanger the health or physical wellbeing of students, parents, teachers, facilities, or animals will not be permitted.

- **Students will be required to carry their CCISD issued student ID with them at all times while utilizing the facility.**

**Point system** – to ensure the cleanliness and safety of CCISD's agriculture facilities, a point system will be utilized to enhance the management of all student animal projects. The point system will start May 1 each year, regardless of when animals may enter the facility.

- Students begin at 100 points. This is on a "per student" basis regardless of the number of animals a student is raising at the facility.
- Each guideline and/or rule that a student fails to follow will result in a point value deduction from the student's current total by Ag Teachers or administrators.

Examples include, but are not limited to, the following:

5 point deduction infractions:

- *Failure to feed and/or record feeding by 10:00 am / 9:30 pm*
- *Failure to empty wheelbarrow*
- *Failure to perform scheduled duties*
- *Parking in unauthorized locations*
- *Propping open facility gates and doors*
- *Bringing unapproved guests to the barn/failure to sign in approved guest*
- *Failure to clean up after their animal*

5 – 10 deduction infractions:

- *Loitering at Ag Facility*
- *Writing inappropriate comments on barn sheets*
- *Taking/Posting pictures of another student's project(s) or of student(s)*
- *Failure to attend a mandatory barn cleanup*

Discretionary infractions will be based on severity

- *Reckless driving*
- *Fighting, harassment, or disrespect toward other students, parents, or ag teachers*

1. Points can be made up by participating in a scheduled barn cleanup at the student's respective CCISD agriculture science facility. Barn cleanups for points will be held twice a semester. **Students may earn a maximum of 10 point per recognized barn cleanup.**
2. Students and parents will be notified via email when a student falls to 70 points.
3. Students and parents will be notified when the student falls below 50 points, and a meeting will be scheduled with student, parent(s), ag teacher, and CTE Program Manager
4. Students falling to or below 30 points will no longer be eligible to make up points.
5. When students lose all points, they will be evicted from the Ag. Facility.
  - Students losing all points will lose facility privileges for one calendar year from the date of eviction

### **Removal of Projects**

1. Upon eviction a written notice will be sent to student and parents with a maximum of seven calendar days to remove the animal from the facility. *(If the animal is not removed within seven calendar days, the animal will be removed at the student's expense and sold at a local auction.)*
2. Eviction from an agriculture facility will result in forfeiture of barn fees.
3. Major infractions of school, facility, or student code of conduct rules that result in DAEP or expulsion will result in eviction. Students will have seven calendar days from date of assignment, to remove their animal from the respective facility. Students may not enter any facility while serving an assignment in DAEP or a suspension. If a student wishes to return to the facility after serving their disciplinary assignment, the student will maintain their previous point balance. After return, students are not eligible for competition until the probationary period has been satisfied, as stated in Regulation FM, Extracurricular Code of Conduct.

4. The student is to remove all projects from the agriculture facility within 7 calendar days after their last respective show unless otherwise directed by an agriculture teacher. This rule applies to all animals, including heifers. If the following do not occur then fees may be assessed to the student: 1) \$100 – animal is not removed by the end of the 7<sup>th</sup> calendar day. 2) \$100 – animal pen is not cleaned and approved by an Ag teacher by the end of the 7<sup>th</sup> calendar day. 3) Lockers not cleaned out by the end of the 7<sup>th</sup> calendar day are subject to loss of contents and a \$50.00 fine.
5. In addition to the above, the Agriculture Program reserves the right to remove any animal from the facilities if any one of the following conditions exists:
  - i. Animal Abuse or neglect in any form
  - ii. Diseased or infected animals
  - iii. Animals that are unsafe to handle
  - iv. Animals not being fed for show purposes
  - v. Student is no longer involved in the program
  - vi. Animals raised at one of the facilities and are entered in a show under any group other than a CCISD FFA chapter will lose their facility privileges for one calendar year.

#### **E. Other**

1. Neither CCISD, its employees, volunteers, nor the FFA are responsible for damage or loss to personal property, injury of members, animal projects, guests, or family of participants.
2. Disaster Plan - CCISD and/or its employees are not responsible for any evacuations or care of FFA animal projects through a disaster of any type (natural, chemical, national security, etc.). The movement or evacuation of any FFA animal project is the responsibility of each individual animal owner. In the event that an animal is left in the Ag Facility and dies, the remains will be removed at the expense of the owner.
3. Student projects may be used by agriculture teachers for livestock judging practices or to teach skills such as weighing, leading, or vaccination.
4. Chain of Command – When a problem or concern arises, the proper way to resolve it is by following a set chain of command. Chain of command is as follows:
  1. Supervising Ag Science Teacher
  2. CTE Program Manager
  3. Campus Assistant Principal
  4. Campus Principal
  5. CCISD Parent Assistance Center

#### **BARN CLEAN UP DATES:**

Summer: June\_\_\_\_, July\_\_\_\_ & August\_\_\_\_

Fall: September\_\_\_\_, October\_\_\_\_, November\_\_\_\_ & December\_\_\_\_

Spring: January\_\_\_\_, February\_\_\_\_, March\_\_\_\_, April\_\_\_\_, & May\_\_\_\_

# Clear Creek Independent School District Agriculture Science Facilities Usage Agreement

By signing this document, I agree to the following terms:

**Student  
Initials:**

**Parent/Guardian  
Initials:**

\_\_\_\_\_ All communication with agriculture science staff, in person, phone, text, email, etc... shall be conducted in a professional manner. Preferred communication form is via school email unless there is an emergency. Please realize that every effort will be made to assist, but Ag. teachers may not always be available.

\_\_\_\_\_ In the event of an emergency, it is the responsibility of the parent/guardian and student to contact a veterinarian.

\_\_\_\_\_ At no time should anyone but an Ag teacher enforce barn rules.

\_\_\_\_\_ Any presumed violations of barn rules should be reported to the student's teacher(s) in the form of email.

\_\_\_\_\_ Follow the chain of command as set forth in the Agriculture Science Facility Rules.

\_\_\_\_\_ Bullying/Harassment in any form will not be tolerated.

\_\_\_\_\_ Only handle, maintain, and take/post pictures of your/your student's project unless permission has been granted by the other party.

\_\_\_\_\_ No Alcohol or Tobacco use will be permitted on CCISD property.

\_\_\_\_\_ Failure to comply with this agreement will result in the revocation of facility access for the offending parent/guardian and removal of points for the student.

\_\_\_\_\_ **I agree to abide by the rules and criteria set forth in the Clear Creek ISD Facilities Rules that I have received, read, understood, and signed. I agree to pay all relevant fees associated with the expense and upkeep of my/my student's project animal. I agree to indemnify Clear Creek ISD, Clear Creek ISD's employees and volunteers of liability for any injury that my child, my guests, or I may sustain by participating in activities at the Clear Creek ISD agriculture facilities, and I agree to monitor myself/my student for compliance with the above stated rules.**

\_\_\_\_\_ The assigned cards will grant access to an assigned agricultural facility. This card is issued for personal use only. It is the card holder's responsibility to ensure that it is used properly. **Do not** lend this card to anyone, under any circumstances, **or** allow anyone into the building.

Card#1 \_\_\_\_\_ Card#2 \_\_\_\_\_ Card#3 (\$15) \_\_\_\_\_ Card#4 (\$15) \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_ Name: \_\_\_\_\_ Name: \_\_\_\_\_

**This document is binding and non-negotiable.**

\_\_\_\_\_  
Student Signature                      Date                      Student Name

\_\_\_\_\_  
School

\_\_\_\_\_  
Parent / Guardian Signature      Date                      Parent /Guardian Name

\_\_\_\_\_  
Parent / Guardian Signature      Date                      Parent / Guardian Name

# 2020-2021 Animal Health Care Guidelines

## Guidelines for administering medication to Clear Creek ISD Agriscience/FFA program animals.

1. If an animal is sick or appears to have symptoms, with parent/student approval, the agriscience teacher can administer a drug of choice that is over the counter. If symptoms persist for an extended amount of time, it is recommended that a veterinarian is consulted.  
Example: Medication that can be bought at the local Tractor Supply, CVS, etc.
2. If in the agriscience teacher's judgment, the animal needs prescription medication, the following procedures must occur:
  - a. Agriscience teacher must notify student/parent.
  - b. Veterinarian should be contacted. The veterinarian can prescribe over the phone and send an e-mail clarifying the prescription, or if available, they can make a house call. If a house call cannot be made, the animal can be loaded into a trailer and hauled to the veterinarian.
  - c. If medication is prescribed to the animal, the agriscience teacher can then administer or assist the student/parent in administering the medication as directed by the veterinarian.
  - d. If the medication that is prescribed for the sick animal is available at the barn where the animal is housed, then the student/parent will be charged \$5.00 per administration of each prescribed drug. The only drug that will cost \$5.00 a cc is Draxxin.
  - e. A copy of the prescription medication must be kept on file in the agriculture facility office.
3. If an agriscience teacher is not available, and a student/parent contacts a veterinarian that then prescribes medication for the animal, the following procedures must occur:
  - a. The student must notify the agriscience teacher about the animal being seen by a veterinarian.
  - b. The student must let the agriscience teacher know what the veterinarian has prescribed.
  - c. The student must give a copy of the prescription to the agriscience teacher.
  - d. A copy of the prescription medication must be kept on file in the agriculture facility office.
  - e. The agriscience teacher can help administer the medication if needed. Please schedule a time in advance.

**I as a parent/guardian give consent for the agriscience teacher(s) to administer over the counter and prescription drugs to my child's animal(s).**

Yes \_\_\_\_\_ No \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_

**Parent's Written Name:** \_\_\_\_\_

**Student's Written Name:** \_\_\_\_\_

**CCISD Campus** \_\_\_\_\_



**Clear Creek Independent School District Agriculture Science Facilities**

**Pen Reservation Application**

Please provide information on what your intended SAE project plans are for the 2020-2021 school year with accompanying exit plan. Animals will have 14 calendar days to be removed from a CCISD ag facility upon the completion of the timeline of their Animal Exit Plan. Breeding Heifers must designate final show for feeding period, thus will have 14 calendar days to either remove their project or submit for a second-year pen reservation. **Application is due no later than 5/1/2020**

**Student Name:** \_\_\_\_\_

**Parent Name:** \_\_\_\_\_

**School:** \_\_\_\_\_

**SAE Request for 2020-2021 School Year**

**Species:** \_\_\_\_\_ **Show:** \_\_\_\_\_ **Exit Plan:** \_\_\_\_\_

**Species:** \_\_\_\_\_ **Show:** \_\_\_\_\_ **Exit Plan:** \_\_\_\_\_

**Species:** \_\_\_\_\_ **Show:** \_\_\_\_\_ **Exit Plan:** \_\_\_\_\_

**Species:** \_\_\_\_\_ **Show:** \_\_\_\_\_ **Exit Plan:** \_\_\_\_\_

**(This space may be used to add additional projects for consideration)**

\_\_\_\_\_

**Student Signature**

**Parent Signature**

**Total SAE Projects Approved:** \_\_\_\_\_ **Total Pens Assigned:** \_\_\_\_\_

\_\_\_\_\_

**Agriculture Science Teacher**

**CTE Program Manager**

## Ag Facility Penning Guidelines

If space permits, students may have a maximum of 4 pens assigned to them at any given time, with a maximum of 2 CCISD Market Animals. As barn space becomes limited, students will be required to stall animals in the least number of pens possible.

### **Animal Penning Protocol:**

**Cattle** = 1 animal per large pen

- 2<sup>nd</sup> year heifers that are bred and due to calve will be counted as 2 pens to accommodate the calf upon arrival.

**Goats** = 2 animals per small pen, or 4 animals per large pen

**Lambs** = 2 animals per small pen, or 4 animals per large pen **Pigs**

= 1 animal per small pen

**Poultry** = 1 set of birds per pen

Cattle will take precedence in assigning large animal pens.

CCISD agriculture teachers and administrators will take great care to ensure that students raising a single animal will not be required to stall with another student unless it is deemed necessary.

current freshman, sophomores, and juniors will complete pen reservation applications in the spring semester to allow the CCISD agriculture teachers and administrators to plan for the following school year's penning allocation. Clear Creek ISD Livestock Show animals will take precedence in CCISD Agriculture Science Facilities.