

# **THE CONSTITUTION OF the BRUNING-DAVENPORT CHAPTER OF FFA**

## **ARTICLE I**

### **NAME AND PURPOSE**

#### **SECTION A**

The name of this organization shall be the "Bruning-Davenport FFA Chapter". Members are hereafter referred to as FFA members and the letters, "FFA" may be used to designate the chapter, its activities, or members thereof.

#### **SECTION B**

The purpose for which this chapter is formed is as follows:

1. To develop competent, aggressive, rural and agricultural leadership.
2. To strengthen the confidence of rural men and women in themselves and their work.
3. To create more interest in the intelligent choice of agricultural occupations.
4. To encourage members in the development of individual agricultural programs and establishment in farming.
5. To encourage members to improve the home and its surroundings.
6. To participate in worthy undertakings for the improvement of agriculture.
7. To develop character, train for useful citizenship, and foster patriotism.
8. To participate in cooperative effort.
9. To encourage and practice thrift.
10. To encourage improvement in scholarship.
11. To provide and encourage the development of organized rural recreational activities.

## **ARTICLE II**

### **ORGANIZATION**

#### **SECTION A**

The Bruning-Davenport FFA Chapter is a chartered local unit of the Nebraska FFA Association, which is chartered by the National FFA Organization.

#### **SECTION B**

This chapter accepts in full the provisions in the constitution and by-laws of the Nebraska Association of FFA as well as those of the National FFA Organization.

#### **SECTION C**

Any member not obeying the code of ethics at meetings will be removed from the room.

## **ARTICLE III**

### **MEMBERSHIP**

#### **SECTION A**

Membership in this chapter shall be of three kinds: (1) Active; (2) Associate; (3) Alumni; (4) Honorary; as defined by the National FFA.

#### **SECTION B**

The regular work of the chapter shall be carried on by the Active Membership.

#### **SECTION C**

Honorary membership in this chapter shall be limited to the Honorary Chapter Degree.

#### **SECTION D**

Active members in good standing may vote on all business brought before the chapter. An active member shall be considered in good standing when:

1. He/She attends local chapter meetings. Any member missing more than three meetings in any one-year will lose his voting power for the remainder of that year.
2. He/She shows an interest in, and takes part in the affairs of the chapter.
3. He/She follows the member contract.

#### **SECTION E**

Names of applicants for membership shall be filed with the Treasurer and Secretary.

#### **SECTION F**

No member shall leave his/her position during a meeting without the permission of the president.

## **ARTICLE IV**

### **EMBLEMS**

#### **SECTION A**

The emblem of the National FFA shall be the emblem for the chapter.

#### **SECTION B**

Emblems used by the members shall be uniform and those obtained from places officially designated by the national organization of FFA.

#### **SECTION C**

Discovery Degree recipients shall be entitled to wear the official blue and bronze emblem pin. Greenhand FFA degree recipients shall be entitled to wear the official bronze emblem pin; Chapter FFA Degree recipients shall be entitled to wear the official silver emblem degree pin; State FFA Degree recipients shall be entitled to wear the official gold emblem charm; and American FFA Degree recipients shall be entitled to wear the official gold emblem Key.

## **ARTICLE V**

### **MEMBERSHIP DEGREES AND PRIVILEGES**

#### **SECTION A**

There shall be five degrees of active membership based upon individual achievement. These degrees are: (1) The Discovery Degree (2) The Greenhand FFA Degree, (3) Chapter FFA Degree, (4) State FFA Degree, and (5) American FFA Degree.

#### **SECTION B                      DISCOVERY DEGREE**

To be eligible to receive the Discovery FFA Degree, members must meet the following requirements:

1. Enroll in an agriculture class for at least a portion of a school year while in grades 7 – 8
2. Become a dues-paying FFA member at the chapter, state and national levels.
3. Participate in at least one FFA chapter activity outside of scheduled class time.
4. Have an understanding of agriculture-related careers and entrepreneurship opportunities.
5. Become familiar with the local FFA chapter's Program of Activities (POA).
6. Submit a written application for the degree.

## **SECTION C**

### **GREENHAND DEGREE**

To be eligible to receive the Greenhand FFA Degree from the Chapter, the member must meet the following minimum qualifications.

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the FFA creed, motto, and salute.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.
5. Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws and the chapter program of activities.
6. Personally own or have access to Official FFA Manual and the FFA Student Handbook.
7. Submit written application for the degree.

## **SECTION C**

### **CHAPTER DEGREE**

To be eligible to receive the chapter FFA Degree from the chapter, the member must meet the following minimum qualifications.

1. Have received the Greenhand FFA Degree.
2. Must have satisfactorily completed at least one year of instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program and be enrolled in an agricultural education class.
3. Have participated in the planning and conducting of at least three official functions in the chapter program of activities.
4. Have earned and productively invested at least \$150 by the member's own efforts or worked at least 45 hours in excess of scheduled class time or a combination thereof and have developed plans for continued growth and improvement in a supervised agricultural experience program.
5. Have effectively led a group discussion for 15 minutes.
6. Have demonstrated 5 procedures of parliamentary law.
7. Show progress toward individual achievement in the FFA awards program.
8. Have a satisfactory scholastic record.
9. Submit written application for the degree.

**SECTION E****STATE FFA DEGREE**

To be eligible to receive the State FFA Degree from the State Association, the member must meet the qualifications set forth in the constitution of the State FFA Association and National FFA Organization.

**SECTION F****AMERICAN FFA DEGREE**

To be eligible to receive the American FFA Degree from the National FFA Organization, the member must meet the qualifications set forth in the constitution of the National FFA Organization.

## ARTICLE VI

### OFFICERS

#### SECTION A

The officers of the chapter shall be as follows: President, Vice-President, Secretary, Treasurer, Reporter, Sentinel, Advisor, and Parliamentarian. The advisor shall be the teacher of agricultural education in the school where the chapter is located. Officers shall perform the usual duties of their respective officers.

1. President – The president is the chapter’s overall leader. They will have the authority to break a tie in the executive meetings. The president is obligated to make sure all other officers are doing their assigned duties in conjunction of the Advisor. It is the role of the president to make sure the chapter rating is completed annually, to plan and set the officer agenda with the FFA advisor monthly, to check in weekly with the advisor to make sure the chapter is on task.
2. Vice President – The vice-president is in charge of all committees. The vice-president presides over meeting in the absence of the president. The vice-president is to check in weekly with the advisor to make sure the chapter is on task. The vice-president shall record the POA and shall make sure everyone is on task with the POA.
3. Secretary – The secretary is responsible for writing and reading the minutes at every FFA function. The secretary is required to have a secretary’s book, which will be displayed at least every other meeting. It is the secretary responsibility to record activity points after every activity, (10 for local, 10 for district, 20 for state, and 30 for national events), to send out thank you cards, to correspond with other chapters, and to update and send out informational letters.
4. Treasurer – The treasurer is responsible for having an accurate record of receipts and disbursements. It is the treasurer’s duty to make sure every member has paid his or her dues on time, to collect payments, and deposit money weekly. The treasurer will present a treasurer’s report at the chapter meetings.
5. Reporter – The reporter is responsible for writing articles after every FFA activity. The articles should contain items of business, topics and outcomes of any officer, regular, and/or special meeting or activities. Each article will be written within 5 days of the event and submitted electronically to the advisor. The advisor will then forward the article to the Hebron Journal. For each event, the reporter is responsible for making sure pictures are taken and names are documented. The reporter is also responsible for creating and adding monthly to the FFA Scrapbook that will be visible every other month and turned in for the state grading in May. The reporter is also responsible for creating locker posters and flyers.

6. The Sentinel – The sentinel is to make any necessary room reservations for meetings. The sentinel is to set up and put back rooms used for meetings. It is the job of the sentinel to make sure all FFA officer symbols are set up and accurate. The sentinel is to welcome and comfort any guests and help maintain order during meetings. The sentinel is also responsible for the food and activity for each meeting.
7. The Parliamentarian (If needed) – The parliamentarian advises on correct parliamentary terms and procedures. The parliamentarian is to make sure everyone is wearing their jackets to FFA meeting and functions.

## **SECTION B**

Chapter Officer Candidate qualification and selection should run accordingly:

1. Candidates shall complete an officer application by a deadline set by the advisor.
  2. Candidates shall be active members in good standing with the chapter.
  3. Candidates shall participate in an oral interview by 1-3 interviewers, named the Ballot Committee, selected by the FFA Advisor. The Ballot Committee will select candidates to be placed upon the election ballot. The Ballot Committee will place a maximum of 7 candidates on the ballot but may select less. The Ballot Committee shall only accept up to three candidates with Greenhand degrees. Results for candidate placement on ballot shall be displayed in the Ag-Ed room the following school day.

Ballot rules and election process shall be run accordingly:

1. Voting for chapter officers shall be done by the active members present at any regular meeting directly preceding the annual banquet.
2. All candidates may give an optional speech no longer than 3 minutes preceding chapter voting.
4. Ballots shall consist of names of candidates and blanks for ranking.

5. Members will vote by ranking each candidate from 1 to the amount of total candidates. The candidate with the smallest scores shall receive the President position if qualified. The lowest scoring candidates (in ascending order) shall receive the remaining officer positions as they are listed on the chapter constitution. Lower-scoring candidates who are not qualified by degree for an officer position will receive the highest office for which they are qualified.

6. Ballot tabulation shall be restricted to the Advisor, Alumni Member(s), and the highest ranking senior officer (if available) as stated in order on the chapter constitution. Results shall be kept from members until the annual chapter banquet.

7. Chapter officers shall be installed at the annual chapter banquet.

### **SECTION C**

The officers of the chapter together with the chairperson in charge of the major sections of the annual program of activities shall constitute the Chapter Executive Committee. This Executive Committee shall have full power to act as necessary for the chapter in accordance with actions taken at chapter meetings and various regulations or by-laws adopted from time to time.

### **SECTION D**

Honorary members shall not vote nor shall they hold office in the chapter except that of Advisor.

### **SECTION E**

The offices that require the holding of the chapter degree are as follows:

1. President
2. Vice-President
3. Secretary
4. Treasurer

The offices that require the holding of the Greenhand Degree are as follows:

1. Reporter
2. Sentinel
3. Parliamentarian (If needed)

Candidates qualify for having required degree if obtaining such at that year's banquet.



## **SECTION F**

All checks must be delivered to the Activity Director's secretary to be deposited in the FFA account by the treasurer weekly with a deposit slip accompanied with a receipt.

## **SECTION G**

All officers are expected to attend Chapter Officer Leadership Training each year or resign unless sickness or hardship prevents their attending.

## **SECTION H**

Any officers missing over two successive meetings shall resign unless sickness or hardship prevents their attending. This will be decided by the majority of members.

1. Any officer missing three or more officer meetings shall resign unless sickness or hardship prevents their attending. This will be decided by the majority of members.
2. Any officer missing check-ins with the chapter advisor weekly shall resign unless sickness or hardship prevents their attending. This will be decided by the majority of members.

## **ARTICLE VII**

### **MEETINGS**

#### **SECTION A**

Regular chapter meetings shall be held once a month during the school year. Special meetings may be called at any time.

#### **SECTION B**

A majority of the active members listed on the secretary's membership roll that are present at a meeting shall constitute a quorum, and a quorum must be present at any meeting at which business is transacted or a vote taken committing the chapter to any proposal or action.

#### **SECTION C**

Delegates shall be appointed annually from the active membership to represent the chapter at the State convention. Other delegates may be named as necessary in order to have proper representation at various other FFA meetings within the State.

## **ARTICLE VIII**

### **DUES**

#### **SECTION A**

Local dues in this chapter shall be fixed annually by a majority vote of the officer team.

#### **SECTION B**

The Chapter will cover dues for members, as long as members meet all expectations set by chapter.

#### **SECTION C**

No member shall be considered as active and in good standing unless he/she meets all expectations set by chapter.

## **ARTICLE IX**

### **AMENDMENTS**

#### **SECTION A**

The constitution may be amended or changed at any regular chapter meeting by a two-thirds vote of the active members present provided it is not in conflict with the state association or that of the national organization of FFA.

#### **SECTION B**

By-laws may be adapted to fit the needs of the chapter at any regular chapter meeting by a two-thirds vote of the active members present providing such by-laws conflict in no way with the constitution and by-laws of each the state association or the national organization.

## **ARTICLE X**

### **COMMITTEES**

#### **SECTION A**

All committees must be approved by the members. The three main standing committees are the student, school, and community committees. Each member will be assigned and required to participate in that committee.

## **ARTICLE XI**

### **STATE CONVENTION**

#### **SECTION A**

The members attending will be decided by contest qualification or Chapter participation throughout the year, as outlined on the Member Contract.

## **ARTICLE XIII**

### **National Convention**

#### **SECTION A**

Members who apply to attend the National FFA Convention will fill out an application to be considered. The oldest members who have not attended will have priority over those who have attended. Those members, the Advisor, and other decided chaperones shall occupy the set number of seats available for transportation.

## **ARTICLE XIV**

### **Grievances**

#### **SECTION A**

Grievances may be filed in writing to the school administrator or to the FFA advisor. Phone calls of concerns may also be directed to the administrator or the FFA Advisor during school hours. The address shall be: Bruning-Davenport USD, 340 Carroll Street, Bruning, Nebraska 68322 (402) 353-4685. All Grievances will take place at the school during school hours, 8:00 a.m. – 4:00 p.m. during the regular scheduled sessions.