

# Montana State FFA



# Planning Guide

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	<b>Montana State FFA Convention - April 7-10, 2021</b>	
<b>2021 Schedule</b>	<b>DRAFT</b>	
<b>Wednesday, April 7</b>		<b>Location</b>
Noon - 6:00 PM	Registration	Lobby of Billings Inn and Convention Center
1:00 - 5:30 PM	Nominating Committee Orientation	Billings Inn and Convention Center (Parlor)
1:00 - 2:30 PM	Extemporaneous Speaking - Preliminary round	Need four small size rooms (5 people & table)
1:00 - 2:30 PM	Extemp preparation	Quiet room for up to 12 students (4 tables)
2:30 - 4:30 PM	Parliamentary Procedure CDE - Preliminary round	Need four medium size rooms (2 tables in each)
2:30 - 4:30 PM	Parliamentary Procedure CDE - Holding Room	100 students
4:00 - 5:30 PM	Star Candidate Interviews	Need four rooms/areas (table in each)
4:30 - 5:30 PM	State Officer Candidates Test	Quiet room for up to 40 students (10 tables)
5:00 - 7:00 PM	Parliamentary Procedure CDE - Final Round	Need one medium size room
5:00 - 7:00 PM	Parliamentary Procedure CDE - Holding Room	25 students
5:45 - 6:45 PM	Extemp preparation	Quiet room for 4 people
6:00 - 7:00 PM	Extemporaneous Speaking - Final round	
7:00 - 8:00 PM	State Degree Ceremony - McKenna Quirk, presiding	Billings Inn and Convention Center
8:00 PM	<b>1st Session-- Brooke Mehlhoff, presiding</b>	Billings Inn and Convention Center
	<b>Sponsored by: Tractor &amp; Equipment Co. and Wilbur Ellis</b>	
	Flags presented by Twin Bridges and Missoula FFA	
	Opening Ceremony	
	Session Sponsor Greeting	
	<b>Retiring Address - Chay VanDyke</b>	
	Comments from Sen. Steve Daines and Sen. John Tester	
	Comments from National FFA Advisor	
	<b>Retiring Address - Gracie Tooke</b>	
		0
	Closing Ceremony	
8:00 PM	State Officer Candidate Interviews	Billings Inn and Convention Center (Parlor)
8:00 PM	Hot Box for State Officer Candidates	Billings Inn and Convention Center (Parlor)
<b>Thursday, April 8</b>		<b>Location</b>
7:00 - 11:30 PM	Hot Box for State Officer Candidates	Billings Inn and Convention Center (Parlor)
7:00 AM	State Officer Candidate Interviews	Billings Inn and Convention Center (Parlor)
8:00 AM - Noon	<b>Livestock CDE</b>	Horse Palace - Laurel
9:30 - 10:45 AM	MAAE Meeting	Room for 120 adults
	<b>Leadership workshop</b>	
1:00 - 5:00 PM	<b>Ag Sales CDE</b>	Billings Inn and Convention Center
	<b>Leadership workshop</b>	
6:30 - 11:30 PM	State Officer Candidate Interviews	Billings Inn and Convention Center (Parlor)
7:00 PM	<b>2nd General Session - Gracie Tooke and Allyson Young, presiding</b>	Billings Inn and Convention Center
	<b>Sponsored by: Montana Army National Guard and NW Farm Credit Service</b>	
	Flags presented by Fairview and Carter Co. FFA	

	Session Sponsor Greetings	
	Greetings from Alpha Gamma Rho President	
	Foundation Awards & Scholarships - Gwynn Simeniuk & Curt Robbins	
	<b>Retiring Address - Gracie Smith</b>	
	Building Our Montana Communities Awards - Mt. Department of Ag	
	<b>Retiring Address - Bailey Gasvoda</b>	
	New Chapters Chartered - Poplar	
	Chapter Secretary, Treasurer, Reporter, Scrapbook, Hall of Chapter Awards	
	Closing Ceremony	
<b>Friday, April 9</b>		<b>Location</b>
7:00 - 11:00 AM	Hot Box	Billings Inn and Convention Center (Parlor)
7:00 AM	State Officer Candidate Interviews	Billings Inn and Convention Center (Parlor)
7:30 - 11:30 AM	<b>Ag Mechanics CDE</b>	Huntley Project School
8:00 AM-12:00 PM	State Star Greenhand contest holding room	Room for 8 students
8:00 AM - 12:00 PM	State Star Greenhand contest - Milford Wearley	Small room for three judges and 1 student
	<b>FFA/American Indian Program presentations - TBD</b>	
9:00 - 10:00 AM	MAAE Meeting	Room for 100 adults
	<b>Leadership workshop</b>	
12:30 - 4:00 PM	<b>Agronomy</b>	Billings Inn and Convention Center
1:00 - 2:30 PM	<b>3rd Delegate Session (if needed)-</b>	General session area
2:00 - 4:00 PM	Conduct of Meetings Holding Area	Room for about 60 students
2:00 - 4:00 PM	<b>Conduct of Meetings CDE - Stacy Dietz</b>	Room for about 10 people
	<b>Leadership workshop</b>	
6:45 PM	<b>3rd General Session - Bailey Gasvoda and Max Andres, presiding</b>	General session area
	<b>Sponsored by: Glacier Bank</b>	
	Flags presented by Big Sandy and Missoula FFA	
	Opening Ceremony	
	<b>Retiring Address - Mckenna Quirk</b>	
	State Talent	
	Proficiency Awards	
	<b>Retiring Address - Allyson Young</b>	
	Stars Over Montana Pageant	
<b>Saturday, April 10</b>		<b>Location</b>
7:30 AM - 8:00 AM	Pre-Session Activities	General session area
8:00 AM	<b>4th Session - Gracie Smith and Chay VanDyke, presiding</b>	General session area
	<b>Sponsored by: Opportunity Bank</b>	
	Flags presented by Victor and Dawson FFA	
	Opening Ceremony	
	Delegate Business Report - Allyson Young	
	Session Sponsor Greetings	
	<b>Retiring Address - Max Andres</b>	

	American Degree Recognition	
	State Officer Advisor Recognition	
	State Officer Parent Recognition	
	Honorary State Degree Ceremony	
	Distinguished Service Award	
	<b>Retiring Address-- Brooke Mehlhoff, State President</b>	
	CDE Awards - State Officers	
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	Installation of New Officers	
	2020-2021 State Officer Review	
	Closing Ceremony	



## 2021 MONTANA FFA CONVENTION

### Health Action Plan

### Event Description

Montana FFA provides leadership development experiences and career exploration opportunities through competitive events and leadership seminars.

**2021 Challenges** - The 2021 State FFA Convention is to be held April 7<sup>th</sup> -10<sup>th</sup>. Montana FFA members have realized the absence of in-person learning as well as the lack of opportunities for them to gain career skills through hands-on experiences due to social distancing restrictions in schools. We plan to pursue alternative methods of delivering the learning experiences students gain through the State FFA Convention activities.

In order to make sure that we are taking every precaution to protect the health of the members, staff, volunteers and communities, Montana FFA has put together the following action plan. In accordance with the Phase Two directive starting June 1<sup>st</sup>, 2020 by Governor Bullock, here is what is being shared with those in attendance and how we plan on keeping everyone safe, happy and healthy.

### Event Information

**Name of Event Organizer:** Montana FFA Association Jim Rose

**Email:** ffajrose@gmail.com

**Phone:** Office (406) 994-7050 Cell 406-220-3300

**Type of Event:** School / FFA Career Development Event

**Event Name:** Montana State FFA Convention

**Date of Event:** April 7<sup>th</sup> -10<sup>th</sup>

**Event Location:** Billings Hotel and Convention Center as well as various venues in Billings area.

### Current Government Directives

TO: All residents of Montana, including its State officers and agencies FROM: Governor Greg Gianforte DATE: February 12, 2021 RE: Directive Implementing Executive Order 2-2021

Executive Order 2-2021 declares that a state of emergency exists in Montana due to the global outbreak of COVID-19.

During a state of emergency, the Governor is authorized to suspend regulatory statutes, orders, or state agency rules that “prevent, hinder, or delay necessary action in coping with the emergency ...,” MCA 10-3-104(2)(a), and to control “the movement of persons within the area ...” Id. at 10-3-104(2)(c). “[A]ll officers and agencies shall cooperate with and extend their services and facilities to the governor as the governor may request.”





## MONTANA FFA ASSOCIATION - (406) 994-7050

The response to COVID-19 must by necessity be dynamic, informed by new information and medical solutions as they become available. In response to changing circumstances, I hereby rescind and replace all prior directives implementing Executive Order 2-2021 and direct the following measures be in place in the State of Montana effective immediately:

**GENERAL MASKING** Individual responsibility remains Montana's best tool to combat the spread of COVID-19. Montanans are encouraged to wear masks and should follow the best industry practices adopted by any business they visit to slow the spread of the virus.

**PHASED REOPENING OF MONTANA** The phased approach to reopening Montana is no longer in force.

**PUBLIC GATHERINGS** Any public gatherings or events should be managed in a way that accommodates the Center for Disease Control and Prevention (CDC) social distancing guidelines.

**BUSINESSES** Businesses face diverse challenges in this emergency and need flexibility to serve their -2- customers in a healthful environment. Therefore, businesses should make reasonable efforts to develop and implement appropriate policies based on industry best practices during this emergency. Where no such industry practices exist, such policies should be developed and implemented in accordance with federal, state, and local regulations and guidance regarding: 1) Masking; 2) Social distancing; 3) Temperature checks and/or symptom screening; 4) Testing, isolating, and contact tracing, in collaboration with public health authorities; 5) Sanitation; 6) Use of disinfection of common and high-traffic areas; 7) Teleworking.

**FOOD AND BEVERAGE INDUSTRIES** The following places are permitted and encouraged to offer food and beverage using delivery service, window service, walk-up service, drive-through service, or drive-up service, and to use precautions in doing so to mitigate the potential transmission of COVID-19, including social distancing: Restaurants, food courts, cafes, coffeehouses, and other similar establishments offering food or beverage for on-premises consumption. Alcoholic beverage service businesses, including bars, taverns, brew pubs, breweries, microbreweries, distilleries, wineries, tasting rooms, special licensees, clubs, and other establishments offering alcoholic beverages for on-premises consumption. Cigar bars. Health clubs, health spas, gyms, aquatic centers, pools and hot springs, indoor facilities at ski areas, climbing gyms, fitness studios, and indoor recreational facilities. Movie and performance theaters, nightclubs, concert halls, bowling alleys, bingo halls, and music halls. Casinos. Customers may order and pay by telephone or online from a retailer or manufacturer licensed to sell alcoholic beverages in the State of Montana. A retailer or manufacturer licensed to sell alcoholic beverages in the state of Montana may deliver for sale the alcoholic beverages for which it is licensed. Delivery must be conducted by the licensee's employees over the age of 21 and age of the purchaser and recipient must be verified at the time of delivery. The purchased alcohol must be hand-delivered to the purchaser. Consistent with the above, strict compliance with MCA §§ 16-3-101, -219, -243, and -418, and other applicable laws are waived pursuant to MCA § 10-3-104 and other applicable provisions of law.

**SCHOOLS** Access to school is essential to the developmental, social, mental, and educational needs of school-age children. Schools should make reasonable efforts to follow school guidelines and -3- best practices recommended by the CDC and the Montana Office of Public Instruction.



**LOCAL GOVERNMENT** Local governments may modify the hours that their offices are open for the transaction of business. Strict compliance with MCA §§ 7-4-2211, 3-6-106, 7-4-102, and other related statutes governing the business hours of local governments in Montana are suspended during the emergency, but only to the extent necessary to respond to the emergency and to protect public health and safety. Local governments modifying office hours under this Directive must first obtain approval from their political subdivision or its delegates, and should endeavor to maintain compliance with state laws for office hours wherever it can be accomplished safely.

Local governments are not relieved of state law requirements to maintain office hours for those offices and functions that are necessary for the maintenance of public health and human safety. Local governments must, whenever practicable, continue providing services via phone or other electronic means to limit the disruption in outward facing government services as much as possible and practicable.

Local governments may modify their vacation and sick leave policies in response to the emergency to minimize the economic impact on their employees. Such policies may include permitting impacted employees who have exhausted their leave to accrue negative balances of sick or vacation time for the duration of the emergency.

Local governments will bear all legal and financial responsibility related to any such policy modifications. Strict compliance with the local government portions of MCA § 2-18-601 et seq. and related statutes is suspended for this limited purpose only, and only to the extent necessary for responding to the emergency.

Local governments may modify their employment policies, including modifications to the minimum work-week hours requirements. Strict compliance with MCA § 7-5-4111 and related statutes is suspended but only to the extent necessary for responding to the emergency.

Local governments may toll and hold in abeyance certain deadlines provided in state law and regulation including the deadlines provided at:  
MCA Title 7 – Local Government Chapter 2, Part 43-48; Chapter 5, Parts 1 and 42; Chapter 15, Parts 42-43; Chapter 21, Part 10; and § 7-5-2123(2) MCA Title 76 – Land Resources and Use Chapters 1-8 Local Government actions relating to ARM 17.36 Subdivision/On-Site Wastewater Treatment (Subchapters 1,3,6,8,9)

Strict compliance by local governments with deadlines provided in the above rules and statutes is suspended only to the extent necessary to respond to the emergency, with deadlines tolled on the date they began.

A local government may not toll a statutory deadline with an effect on public safety or human health. -4-

All other portions of the above rules and statutes remain in effect, including all other procedural requirements. Local governments are encouraged to find ways to provide for the right of public participation consistent with social distancing practices, including virtual participation where legal and practicable.





### Face Covering Requirements for Certain Organized Outdoor Activities

For any organized outdoor activity, where social distancing is not possible or is not observed, sponsors shall require and take reasonable measures to ensure that all persons attending an organized outdoor activity wear a face covering that covers their mouth and nose at all times.

This section applies only where the nature of the organized outdoor activity makes it impracticable for all attendees to maintain at least six feet of physical distance from each other, or any organized outdoor activity where attendees are not observing at least six feet of physical distance from others.

In accordance to the Governor's directive, the following guidelines from [Montana.gov](https://montana.gov) Official State Website will be followed to ensure everyone's health and safety.

### Know how it spreads

- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to [spread mainly from person-to-person](#).
  - Between people who are in close contact with one another (within about 6 feet).
  - Through respiratory droplets produced when an infected person coughs, sneezes or talks.
  - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
  - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

### Everyone Should

- Wash your hands often
  - Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
  - **Avoid touching your eyes, nose, and mouth** with unwashed hands.
- Avoid close contact
  - **Avoid close contact with people who are sick, even inside your home.** If possible, maintain 6 feet between the person who is sick and other household members.
  - **Put distance between yourself and other people outside of your home.**
    - Remember that some people without symptoms may be able to spread virus.
    - Stay at least 6 feet (about 2 arms' length) from other people.
    - Do not gather in groups.
    - Stay out of crowded places and avoid mass gatherings.



## MONTANA FFA ASSOCIATION - (406) 994-7050

- Keeping distance from others is especially important for people who are at higher risk of getting very sick.
- Cover your mouth and nose with a cloth face cover when around others
  - You could spread COVID-19 to others even if you do not feel sick.
  - Everyone should wear a cloth face cover when they have to go out in public, for example to the grocery store or to pick up other necessities. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
  - The cloth face cover is meant to protect other people in case you are infected.
  - Do NOT use a facemask meant for a healthcare worker.
  - Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.
- Cover coughs and sneezes
  - **If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
  - **Throw used tissues** in the trash.
  - Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.
- Clean and disinfect
  - **Clean AND disinfect [frequently touched surfaces](#) daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
  - **If surfaces are dirty, clean them.** Use detergent or soap and water prior to disinfection.
  - **Then, use a household disinfectant.** Most common [EPA-registered household disinfectant](#)[external icon](#) will work.
- Monitor Your Health
  - **Be alert for symptoms.** Watch for fever, cough, shortness of breath, or [other symptoms](#) of COVID-19.
    - Especially important if you are [running essential errands](#), going into the office or workplace, and in settings where it may be difficult to keep a [physical distance of 6 feet](#).
  - **Take your temperature** if symptoms develop.
    - Don't take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.
  - Follow [CDC guidance](#) if symptoms develop.

In order to follow these guidelines, we will be providing every location with appropriate PPE so that every person involved has face masks, hand sanitizer and general cleaning materials. We will work with our location hosts and coordinators to maintain social distancing requirements of six (6) feet and proper sanitary practices. We will have signs posted around the areas to remind people to wash their hands, keep six feet apart, and to wear their masks when required.



**Ticketing:** Each school will receive 4 (four) tickets for admittance to general sessions. Additional tickets can be secured from chapters not attending.

**PPE:** Face coverings (face masks) will be required for every participant (students, teachers, volunteers) at this event. Multiple hand sanitizing stations will also be available throughout the entirety of the event. Disposable gloves will also be provided to volunteers who handle student materials and scoresheets during the contests.

**Entry & Exit:** Schools will be asked to evaluate their students prior to loading their bus.

Groups will be admitted to enter and participate in the contests when called by the main on-site volunteer in charge of administering these contests. There will be a strict entrance into and exit out of the building that everyone will adhere to or they will be dismissed from participating in the contest or dismissed as a volunteer.

**Social Distancing During Event:** Students will remain in pods with only those from their own school. There will be no mingling of students from different schools. There will be a maximum of 16 (sixteen) teams allowed to participate in each of the 4 (four) contests held. A maximum of 440 people will be allowed in the general session area. **Please note:** These numbers are daily totals for in-person participants (not a combined total of the two days of in-person contests and not the number of people inside the building at one time).

**Masks:** Masks will be required. When inside, all volunteers will be required to wear a mask.

**Restrooms:** Separate Men's and Women's Restrooms are available for use. Additional portable restrooms and handwashing stations will be brought in if needed.

**Sanitation:** Contest materials will still be sanitized between or will be new for each team that is participating.



# Slow the Spread of COVID-19

**WASH YOUR HANDS OFTEN**

20 SECONDS

60% ALCOHOL

**WHEN OUT WITH YOUR FRIENDS, WEAR A MASK**

**AND STAY 6 FEET APART FROM OTHERS**


**CLEAN FREQUENTLY TOUCHED OBJECTS**

**DO NOT TOUCH YOUR EYES, NOSE, AND MOUTH**

**COVER YOUR COUGHS AND SNEEZES**

60% ALCOHOL

**STAY HOME IF YOU ARE SICK**



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

CS318104-A 08/06/2020



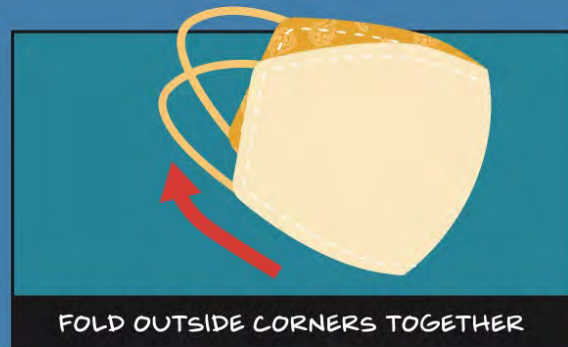


## Wear a Mask to Protect You and Your Friends

### PUT ON



### TAKE OFF



WASH YOUR HANDS OFTEN, WEAR A MASK, AND STAY 6 FEET FROM OTHERS.



CS 318104-A 08/06/2020

[cdc.gov/coronavirus](https://cdc.gov/coronavirus)



#### Resources

Office of the Governor, Directive implementing Executive Orders 2-2020 and 3-2020 and establishing conditions for Phase Two -

<https://covid19.mt.gov/Portals/223/Documents/Phase%20Two%20Directive%20with%20Appendices.pdf?ver=2020-05-19-145442-350>

Office of the Governor, Directive implementing Executive Orders 2-2021 and 3-2020 and providing for the mandatory use of face coverings in certain settings -

<https://covid19.mt.gov/Portals/223/Documents/Mask%20Directive%20FINAL.pdf?ver=2020-07-15-140109-633>

Montana.gov Official State Website - <https://covid19.mt.gov/>

Printable signs from the CDC: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Search=6&Page=4>





MONTANA FFA ASSOCIATION  
119 LINFIELD HALL  
BOZEMAN, MT. 59717

## ADMIN PROCEDURES – COVID-19

All individuals entering contest locations will fill out the 2021 COVID-19 Health Declaration form prior to coming to the State FFA Convention and will complete an in-person screening at entrance doors. This will occur at each general session.

### **MASKS:**

Attendees will be required to wear masks. Masks must be worn by all individuals in any venue, at all times and properly covering the face. If you see any persons without masks or wearing them improperly, respectfully instruct them to wear one or fix the mask to cover their entire face.

### **SOCIAL DISTANCING:**

Social distancing of 6ft must be maintained at all times. Continuously enforce distancing throughout all contests/sessions and **ensure that students are not mingling with students from other chapters.**

### **HAND HYGIENE:**

Hand hygiene must be performed by all individuals using hand sanitizer at the door each time they enter a building. Remind attendees to perform frequent hand hygiene using sanitizer stations set up throughout facility.

### **SURFACE SANITIZING:**

All surfaces will be sanitized between rotations using (cleaning substance). This includes things like tables, contest materials that are touched, door handles, etc.

### **GLOVES:**

Provide disposable gloves to volunteers who handle student materials and scoresheets during the contests.

### **ROTATING SCHOOLS THROUGH CONTESTS:**

If applicable, systematically rotate schools through contest rotations. This means schools will likely be called through stations one at a time to maintain social distancing.



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## ENTRANCE SCREENING PROCEDURES

Required Safety Equipment - if applicable:

- Must be worn during screening or providing event security
- PPE Mask
- Safety Glasses or Goggles – individual eyeglasses are NOT sufficient
- Gloves: as needed for spills or assisting individuals with masking

Hygiene:

- All persons must use hand sanitizer upon entering the building.
- **Encourage and educate everyone to remember 6-foot distancing while they wait for screening and throughout the building.**
- Gloves are not required to take temperatures. Frequent hand hygiene is required!

### DEFINITIONS:

- Febrile (Fever): temperature > 100°F or 38°C
- NEW: defined as onset of symptoms within the prior 14 days. Chronic, stable conditions with similar symptoms are NOT considered NEW.
- Active COVID-19: refers to any individual that in the last 14 days has tested positive for COVID-19 or is awaiting results of a test AND is still having symptoms.
- Recovering COVID-19: refers to any individual that has tested positive for COVID-19 or at one point was suspected as having COVID-19 AND reports ALL of the following:
  - At least 3 days (72 hours) have passed since recovery, defined as resolution of fever without the use of fever-reducing medications.
  - Improvement in respiratory symptoms.
  - At least 7 days have passed since symptoms first appeared.
- Surveillance Testing: completed on asymptomatic patients as part of work up prior to any event.
- Diagnostic Testing: completed on symptomatic or asymptomatic individuals secondary to exposure or illness



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### MASK INTRUCTION SCRIPT:

"For your safety, we are having all persons entering the building use hand sanitizer and apply a mask before continuing into the building."

#### Talking Points:

1. All persons are required to wear masks!!!
  - a. Exemptions include:
    - i. Persons under age five. However, all children between the ages of two and four are strongly encouraged to wear a face covering if willing and able.
    - ii. Persons with a disability that would prevent them from wearing a mask.
    - iii. Persons who have a physical or mental health condition for which face covering use could lead to a medical emergency or introduce significant safety or health concerns.
    - iv. When eating or drinking, provided 6 feet of social distance is maintained.
  - b. If a person refuses to wear a face mask and do not fit an exemption above, they will be instructed to exit the premises.
    - i. "Thank you so much for coming today. At this time, we request that you step outside and speak with your instructor or chaperone to discuss next steps. We greatly appreciate your cooperation."
    - ii. If the person refuses to exit the building, liaison will contact whoever is in charge of the person (ag teacher, chaperone, etc.).
    - iii. If the person exhibits threatening behavior or endangers the safety of other the attendees, liaison will contact the authorities.
2. Exemption passes are issued by healthcare providers for persons five years and older that meet exemption criteria.
  - a. Exemption passes will be presented to the liaison.

### ENTRANCE SCREENING SCRIPT:

Take temperature and ask:

"Do you have a NEW fever, cough or shortness of breath?"

"Are you self-monitoring for symptoms?"

"Have you tested positive for COVID-19 in the last 14 days or are currently awaiting results of a test?"

"Have you been instructed to isolate due to COVID-19 infection and have you been released from isolation and when?"

<ul style="list-style-type: none"> <li>COVID-19 test has resulted <b>and</b> not symptomatic</li> </ul>	<ul style="list-style-type: none"> <li>Screen according to process and if screens appropriate, direct to proceed into contest facility.</li> </ul>
<ul style="list-style-type: none"> <li>If COVID-19 testing done for exposure or symptoms and have not received results</li> <li>If person is FEBRILE</li> <li>NEW Fever, Cough, or Shortness of Breath</li> <li>ACTIVE COVID-19 Infection</li> </ul>	<ol style="list-style-type: none"> <li>Instruct the person to exit premises</li> <li>Direct <b>entire chapter</b> to their vehicle of transportation and to leave the contest site</li> <li>Notify Jim Rose of situation</li> </ol>
<ul style="list-style-type: none"> <li>Recovering COVID-19</li> <li>Afebrile (NO FEVER) and No symptoms</li> <li>No history of COVID-19</li> </ul>	Individual: <ul style="list-style-type: none"> <li>May proceed to contest facility</li> <li>Face covering REQUIRED</li> </ul>



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119 LINFIELD HALL  
BOZEMAN, MT 59717

## 2021 STATE FFA CONVENTION HEALTH DECLARATION FORM

Complete prior to traveling to Billings on April 7th. These forms will be sealed and remain confidential to protect privacy of all attendees.

***\*VOLUNTEERS\* Leave FFA Advisor and School information blank.***

NAME	
FFA ADVISOR	
SCHOOL	
CONTEST LOCATION	

**Please Note:** If you are experiencing any of the symptoms below (regardless of the reason that you are experiencing the symptoms (e.g. allergies), you cannot complete this health declaration and you must stay home.

The CDC defines 'close contact' as someone who was within 6 feet of an infected person for a **cumulative total** of 15 minutes or more over a 24-hour period starting from 2 days before illness onset.

I acknowledge that I meet the necessary health and safety requirements outlined below in order to attend the contest location my chapter was assigned to.

**I confirm that I:**

- **DO NOT** currently have:
  - Fever > 100°F or 38°C
  - Chills, sore throat, repeated shaking with chills
  - New onset of cough or shortness of breath/difficulty breathing
  - New loss/decreased sense of taste or smell
  - Unexplained fatigue, muscle or body aches, nausea, headache and diarrhea
- **AM NOT** using fever reducing medication
- **HAVE NOT** been directed by a government entity to self-quarantine as a result of travel or for any other reason
- **HAVE NOT** been in close contact over 14 days with either a confirmed COVID-19 case or someone that has been directed to quarantine and has symptoms of COVID-19
- **AM NOT** currently under review in the contact tracing of a confirmed COVID-19 case

**If I no longer meet the requirements for any reason, I will notify the on-site liaison and/or my supervisor immediately.**

PARTICIPANT SIGNATURE/DATE	
FFA ADVISOR SIGNATURE/DATE	

MONTANA FFA ASSOCIATION  
119 LINFIELD HALL  
BOZEMAN, MT 59717

## RELEASE FORM

I authorize Montana FFA to use the

- |  |  |
|--|--|
| <input type="checkbox"/> work            | <input type="checkbox"/> artwork                                 |
| <input type="checkbox"/> vocal recording | <input type="checkbox"/> music                                   |
| <input type="checkbox"/> name            | <input type="checkbox"/> poetry, essays, or other literary works |
| <input type="checkbox"/> quotations      | <input type="checkbox"/> photograph or likeness                  |
| <input type="checkbox"/> other _____     | <input type="checkbox"/> video                                   |

Of \_\_\_\_\_ (print name of minor or individual) on the website, in brochures, and in other printed or digital publications developed by FFA. I understand the Internet is accessible to the general public. The FFA shall not be responsible for any use of the above by individuals accessing the Internet. If I subsequently indicate in writing that I would like any of the above to be withdrawn from the web site or not used in future brochures or other printed or digital publications, FFA agrees to cease use on and on the website within sixty (60) days from receipt of my written request, except for new materials which the FFA has already begun production on but has not yet released--such materials may still contain what I previously consented to the FFA using.

Montana FFA Association

Such request should be mailed to:

Jim Rose

Montana FFA Association

119 Linfield Hall

Bozeman, Montana 59717

If the person named above is a minor, I am the parent or legal guardian of the minor and consent to the use of the above subject as described above. I have the legal right to issue such consent.

Signature: \_\_\_\_\_

(Print Name) \_\_\_\_\_

Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

**Application Request for Special Needs Accommodation for Montana FFA  
Career & Leadership Development Events**

*The following information is required if there is a student preparing to participate in a Montana FFA C/LDE and wishes to request an accommodation for a disability.*

Complete the following information and return this form to Jim Rose by the convention registration deadline. This information will be kept strictly confidential and will be used only to process services for participants needing special needs assistance. **Montana FFA will be requesting further documentation on the participant's disability upon receipt of this application.**

**Student Information**

Student Name:

Home Address:

Chapter Name:

Chapter Address:

Telephone #:

C/LDE area:

**Description of Disability and Accommodations Requested**

Specific Disability:

Please describe the limiting nature of the disability and the accommodations requested:

\_\_\_\_\_  
Student Signature/Date

\_\_\_\_\_  
Advisor Signature/Date

\_\_\_\_\_  
Parent Signature/Date

\_\_\_\_\_  
Authorized State Staff/Date

**This is only an application for special needs assistance. A complete application including formal documentation request will be sent to you after we receive this special needs request form.**



Montana FFA Association  
Box 172855  
119 Linfield Hall  
Bozeman, MT 59717

### Delegate Business Form

**DUE:** All changes – both constitutional or non-constitutional – are due to the association office by Feb. 15<sup>th</sup>. Delegate items will be posted by March 1<sup>st</sup>. This is to allow local Chapters time to evaluate the item.

For Office Use Only #	<b>Title:</b> CDE Qualifying Events
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**Submitted by:** Little Big Horn FFA

**Motion:**

We move that the district host(s) make state qualifying CDE events available to schools in their district if they cannot attend.

**Rationale:**

We live in a State with very inclement weather! Often times it may snowing in one part of a district but not another; this in turn keeps certain schools from safely traveling to a destination on contest day to compete in a State qualifying event. Consequently, this eliminates that team from competing at State convention. This year with Covid, we have been shown that remote/online contests are completely possible, and therefore, we feel district hosts should make contests available for schools that cannot travel in the event of inclement weather.

Note- schools should be required to have written documentation from school officials if they are unable to travel to keep schools from not traveling intentionally.



**MONTANA  
FARM BUREAU  
FOUNDATION**  
*Investing in the Future of Montana Agriculture*

## **2021 Montana Farm Bureau Foundation Youth Speech Contest**

While the format may be different, Montana Farm Bureau Foundation is excited to announce that our annual Youth Speech Contest will return for 2021. The contest will be held virtually during the 2021 FFA State Hybrid Convention on April 8, 2021 from 9:00 am – 12:00 noon. One of our Foundation's most important goals is to aid in the agricultural education and the leadership development of Montana's youth. This speech contest fits that goal very well and we are offering great prizes to make this an exciting opportunity. We know that FFA has similar contests for high school students and we want to complement, rather than compete, with those contests.

Our Youth Speech Contest will be open to students in the 7th, 8th and 9th grade, who are not able to participate in the State FFA Prepared Speech Contest. Contestants must submit a transcript of their speech by April 1, 2021. Those will be judged prior to the Hybrid Convention and the top 20 contestants will be invited to compete by presenting their speech virtually on April 8<sup>th</sup>.

For questions, more information or for a registration form contact Scott Kulbeck at [scottk@mfbf.org](mailto:scottk@mfbf.org) or 406-587-3153.

**Speech topic:** School closures, restrictions and the cancellation of many extracurricular events due to the COVID-19 pandemic have been particularly hard on United States students. What have been some of the biggest impacts of the pandemic on your peers, your school or your local community; how can you work to make a positive impact on those around you?

The speech contest is open to students currently in the 7th, 8th or 9th grade. Your prepared speech needs to be between 2.5 - 4 minutes in length. FFA members, 4-H members and any other student in Montana are eligible to enter the contest.

**Prizes: 1st place = \$400, 2nd = \$300, 3rd = \$200, 4th = \$100 and 5th = \$50.**

**Registration and a copy of your speech must be received by the Montana Farm Bureau Federation office by April 1, 2021.**



## 2021 Montana Farm Bureau Foundation Youth Speech Contest

*One of our Foundation's most important goals is to help with agricultural education and the leadership development of Montana's youth. This speech contest fits that goal and we are offering great prizes to make this an exciting opportunity.*



**Students in the 7th, 8th or 9th grade have the opportunity to win \$400!**

**To be held virtually during the 2021 FFA State Hybrid Convention – April 8, 2021 from 9:00 am – 12:00 noon.**

### Youth Speech Contest

- Open to students in the 7th, 8th and 9th grade
- Prepared speech needs to be between 2.5 - 4 minutes in length.
- **Registration and a copy of your speech must be received by the Montana Farm Bureau Federation office by April 1, 2021.** Those will be judged and the top 20 contestants will be invited to compete virtually on April 8<sup>th</sup>.

**Speech topic:** School closures, restrictions and the cancellation of many extracurricular events due to the COVID-19 pandemic have been particularly hard on United States students. What have been some of the biggest impacts of the pandemic on your peers, your school or your local community; how can you work to make a positive impact on those around you?

**Prizes:** 1st place = \$400, 2nd = \$300, 3rd = \$200, 4th = \$100 and 5th = \$50.

For more information or to be sent information on the speech contest, contact Scott Kulbeck at [scottk@mbbf.org](mailto:scottk@mbbf.org) or 406-587-3153.

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### **MFB Foundation Youth Speech Contest**

Please sign me up!

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Grade Level: \_\_\_\_\_

# 2021 Montana FFA STATE TALENT

## Contest Guidelines

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Under the supervision of Chay VanDyke & Mr. Jack Larson, the State Talent contest will be held virtually this year! All applicants will appear in official dress and will be required to send in a video of their performance prior to **March 10th**. Please submit virtual presentations to both [Jack](#) and [Chay](#). Upload videos to YouTube and make sure to include the appropriate link on your application. \*Suggestion - review the video and audio before submitting your application.

Three finalists will be invited to perform during a State Convention session in Billings, April 7th - 10th. In the event that a finalist cannot come to convention in person we will show the finalist's video during a session.

If you have ANY questions do not hesitate to reach out! I am looking forward to seeing what talent Montana FFA members can bring this year. Here's to a fun and safe State Talent and Convention.

For any questions contact me at: (719) 641-3362

Sincerely,  
Chay



**Montana FFA Talent Application**

Send applications and copy of digital music to:

**DUE: March 10**

**Jack Larson: [larsonjr5775@midrivers.com](mailto:larsonjr5775@midrivers.com)**

**Chay VanDyke: [ffachayv@gmail.com](mailto:ffachayv@gmail.com)**

This application is for (circle one):

☐

Single Act

☐

Group Act

Participant Full Name(s)	Home Mailing Address/ZIP	Telephone Number

FFA Chapter	School
School Address	School Phone
City	State/ZIP

**DUE: March 10**

**TALENT ACT DESCRIPTION**

- ☐ If the act is musical, describe: What kind of act? (single act, group act such as string band, quartet, trio, etc.) What kind of music do you perform? (popular, country-western, contemporary, rock, etc.) List several of your favorite numbers and describe how accompaniment will be provided if needed.

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- ☐ If non-musical, describe: What kind of act? (comedy, pantomime, dancing, monologue, etc.)

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How long is your preferred performance? \_\_\_\_\_ minutes

**CERTIFICATIONS, RECOMMENDATIONS AND MEMBER'S OBLIGATIONS**

**From the Chapter:**

All participants listed in this talent application are members of the \_\_\_\_\_ FFA Chapter and should be approved for participation in the State FFA Talent Program. We have every reason to believe that the participant(s) will conform to the obligations as outlined below.

\_\_\_\_\_  
(FFA Advisor)

\_\_\_\_\_  
(School Administrator)

**From the Applicant(s):**

I/We agree to the following:

1. If selected to participate in the State FFA Talent Program, my/our attitude, conduct and appearance will be such as to reflect credit on my/our chapter, school, community, and state association.
2. I/We promise to abide by the National FFA Code of Ethics and the FFA Dress Code.
3. As a representative of more than 5,000 Montana FFA Association members, I/we will be well groomed and dress appropriately for the kind of talent act I/we will perform.
4. **All music used for accompaniment must be emailed to Jack Larson by March 15<sup>th</sup>.**

**APPLICANT(S) SIGNATURE(S)**

_____	_____
_____	_____
_____	_____



### American Indian Program Information:

- 1) All FFA Chapters, especially those on reservations, are encouraged to compete in this awards program by having their members:
  - a. Research their heritage
  - b. Prepare a written research paper outlining their heritage
  - c. Prepare a visual program on their heritage
  - d. Present a 10-15 minute documentary on their heritage
- 2) Each participant is required to present their program to a minimum of three other schools in their area.
- 3) Each participant will also present their program to the delegates at the State FFA Convention. The delegates and/or evaluation committee will vote and determine the winner.
- 4) The winning Chapter is encouraged to showcase their presentation at the National FFA Convention in Indianapolis, Indiana.

## *FFA/American Indian Evaluation Scorecard*

[illegible]

## **AgriScience Fair- Instructions and Guidelines**

For 2021, all students must upload their pre-recorded presentations and written reports online. Interviews will be conducted in-person via zoom **March 22nd through March 23rd starting at 5 PM**. Individual interview times will be sent out by **March 19th by 5 PM**.

**\*If there is a conflict with these dates please let us know! We are willing to work with students and we have times set aside for conflicting schedules.**

### **Categories for Interviews on **March 22nd**:**

- AS - Animal Systems - life processes, health, nutrition
- ENR - Environmental Services/Natural Resource Systems – environmental management, improvement, technology to minimize human impact
- FPP - Food Products and Processing Systems - safety, production, service, quality

### **Categories for Interviews on **March 23rd**:**

- PS - Plant Systems - Plant structure, function, anatomy, crops
- PST - Power, Structural and Technical Systems - equipment, fuel alternatives, power
- SS - Social Science - Edu., Comm., Lead., Sales, Bus.

### **Registration Requirements:**

- **Register here: [Registration Form!](#)**
- Students should register by **March 10th by 5 PM MST**.
- Name of Participant(s)
- Chapter Name and Number
- Category designation: AS, PS, FPP, PST, SS, ENR
- Division designation: 1,2,3,4,5,6

### **Submissions Requirements:**

- Submissions must be turned into the Jotform no later than **March 17th 5 PM MST**. No submissions will be accepted after this time.
- All submissions must include a: registration form, written report (**in PDF only**) and visual display presentation as an Unlisted YouTube Video Link
  - Registration form here: [Registration Form!](#)
  - Submission form here: [Submission Form!](#)
  - Instructions on how to upload an unlisted YouTube link here: [YouTube Uploading Instructions!](#)

### **Visual Display Presentation Requirements:**

- Each entry is required to record a visual display presentation in a slide or video format of their choice. **Students may choose to use any program to record their presentation. This may be PowerPoint, Google Slides, Prezi, or YouTube.**
- The video **MUST** be uploaded to Youtube as an Unlisted video and students must enter the link on the submission form. The YouTube account does not have to be a personal account.
- **Name your presentation using the following format:**
  - **Last Name Chapter Division Category**
- Presentation requirements:
  - Junior Entrees (Divisions 1 & 2): 5-7 minute narrated presentation
  - Senior Entrees (Divisions 3 - 6): 7-10 minute narrated presentation

#### **Written Report Requirements:**

- Written reports and log books (not required) need to be saved as a PDF and uploaded using the Jotform submission form.
- Any reports, papers, or log books not uploaded as a PDF will NOT be accepted.

#### **Scoring:**

- All scoring procedures are as follows:
  - Paper: 60 points
  - Recorded Presentation: 50 points
  - Interview: 70 points
  - Total: 180 points

#### **To determine your Division:**

- Division 1: grades 7-8 ~ Individuals
- Division 2: grades 7-8 ~ Teams of Two
- Division 3: grades 9-10 ~ Individuals
- Division 4: grades 9-10 ~ Teams of Two
- Division 5: grades 11-12 ~Individuals
- Division 6: grades 11-12 ~Teams of Two

#### **To determine your Category:**

- AS - Animal Systems - life processes, health, nutrition
- ENR - Environmental Services/Natural Resource Systems – environmental management, improvement, technology to minimize human impact
- FPP - Food Products and Processing Systems - safety, production, service, quality
- PS - Plant Systems - Plant structure, function, anatomy, crops

- PST - Power, Structural and Technical Systems - equipment, fuel alternatives, power
- SS - Social Science - Edu., Comm., Lead., Sales, Bus.

\*Note: Biotechnology is still integrated throughout all categories

**Rubrics for Paper and Video Display:**

- [Division 1 and 2 Paper and Video Rubric](#)
- [Division 3-6 Paper and Video Rubric](#)

## State FFA Agronomy 2021

***NOTE:** For 2021, this CDE will be restricted to teams who placed 1<sup>st</sup> or 2<sup>nd</sup> in their district agronomy competition. COVID protocols will be followed as outlined by state directives, the board of directors, and the event location.*

The 2021 Montana FFA Agronomy CDE will follow the guidelines as proposed by MAAE, and as approved by the board of directors. These recommendations mirror the national contest format, with a few exceptions, which were made in the interest of time, space, and resources. The major differences from the National FFA guidelines are as follows: the Montana contest will not include the “Agronomy Issues” practicum, due to time and volunteer constraints; the team problem will only include a written portion, and will be worth 500 points as opposed to National FFA’s recommendation of 1,000 points. Additionally, most rotations will only be 12-15 minutes long, which differs from the national format of 30 minutes for most sections. We began using a new scantron in 2017 that is very different from previous years. It is highly recommended that teams review the scantron before competing, which can be seen here: <https://drive.google.com/file/d/0BxY5PfwP6jLFSE5Za1c0RHBvd2c/view?usp=sharing>.

### Practicum Areas:

General Test (100 points): Students will have 25 minutes to complete a **50 question, multiple-choice test**. Questions will be objective, and cover topics including Montana agriculture, basic plant anatomy, fertilizer and nutrients, pure live seed calculations, common cropping practices, and legal land descriptions (area of acres, sections, townships, etc.).

Plant ID (150 points): Students will **identify a combined total of 50 plants and seeds**. They will be given a plant/seed list during the contest to select their answers from. The potential plants that may be used for the competition include weeds and forage/food/fiber crops, and are found in a list at the end of this document.

Soils (100 points): Students will answer **multiple choice questions related to basic soil knowledge** (structure, horizons, soil orders, etc.). They will also answer **multiple choice questions using a soil triangle, web soil survey data, and USDA land classification guides**. Please see the resource section of this document for more information on this practicum.

Variety Selection (50 points): **Members will be given multiple seed tags, and will be asked to choose the most appropriate and economical choice for a given scenario.** Necessary information such as germination rates, costs, and soil type will be provided. Students may be asked to provide brief, written reasons to justify their decision. To be successful in this

practicum, students should have a basic knowledge of pure live seed calculations, cropping practices, and advantages/drawbacks of Montana's most common crop species.

Marketability (Grain Grading) (100 points): **Students will determine the U.S. grade of two grain samples.** Each sample will be worth 50 points. Students will be provided with the test weight of each sample, as well as the raw weight of each defect found in the sample (**students will not have to physically sort through a sample of grain, but should be able to calculate the percentage of each defect based on the information given**). Members will be given charts to help them determine which grade each sample should be placed in (students do not need to have these standards memorized, but should understand how to follow a grain grading chart). Students may also be asked to determine the market price of each sample based on a provided discount schedule. Grain grading will be done in accordance with the Official U.S. Standards for Grain and/or Beans. Possible species for samples (as suggested by MAAE) include barley, canola, corn, durum, red wheat, white wheat, and dry beans.

Usability (Placing Classes) (100 points): **Two classes of crop samples**, selected from forage, fiber, or grain crops will be evaluated. Each class will consist of four samples, of varying quality, of the same crop. **Participants will rank each class based on the traditional Hormel card format** (1-2-3-4, 2-1-3-4, etc.). Each placing class will be worth 50 points. Unlike the new National FFA standards, students will not be required to give written reasons for their rankings.

Pest Management (200 points): This rotation will consist of two parts. In the disorder/disease identification section (100 points), **students will be asked to identify 10 disorders according to causal category, agent, and damage location.** A more detailed explanation can be found at the end of this document. For insect identification (100 points), **students will identify 10 agronomic insects according to name, life cycle, economic impact, and mouth part.** Photographs will be provided as the "samples" for both the disorder and insect sections, and students will be given identification lists to select their answers from. The lists that will be used for both parts of this practicum are found at the end of this document.

Equipment and Machinery Identification (100 points): Students will be asked to **identify 20 pieces of equipment** from a list provided during the competition. Samples to be identified may be presented as photos, actual equipment, scale models, or toys. Major components that are unique to a certain piece of machinery can also be used. The list that students will be provided during the competition can be found at the end of this document.

Team Problem (500 points): Students will work in their designated teams for this portion of the competition. **Teams will be given a scenario, and will have 25 minutes to provide written answer solutions related to a management plan.** Students may be asked to come up with



alternatives for an operation regarding crop rotations, fertilizer/pesticide use, livestock integration, irrigation, etc. Teams may also be required to calculate profit/loss of alternatives based on information provided. If any cost-related questions are asked, appropriate price information will be given to the students. MAAE recommended that the team problem be oriented toward a specific region in Montana, with that region rotating every year. In 2021, the selected region will be South Central Montana. Any relevant regional information such as precipitation or geology will be provided to the students.

## **Contest Logistics:**

I will send out another letter with information on the location and time of the Agronomy CDE, once the State Convention schedule is finalized. If you have any questions between now and then, please contact me by phone at (406) 396-5418, or via email at [emily.standley1@montana.edu](mailto:emily.standley1@montana.edu).

- Emily Standley

## **Resource Materials and Identification Lists:**

This section is by no means an all-inclusive list of the resources available on these topics; they are simply starting points for giving students a basic knowledge of the practicum areas. Test materials and keys from previous years can be viewed here:  
[https://drive.google.com/drive/folders/0BysR\\_T5v\\_o36VGttYllnQTJURE0](https://drive.google.com/drive/folders/0BysR_T5v_o36VGttYllnQTJURE0).

### **GENERAL TEST**

Previous' years general tests and keys can be viewed on the MAgNet website under the Agronomy CDE folder, and by following this direct link:  
[https://drive.google.com/drive/folders/0BysR\\_T5v\\_o36VGttYllnQTJURE0](https://drive.google.com/drive/folders/0BysR_T5v_o36VGttYllnQTJURE0). A few past National FFA tests are also available here: <https://ffa.app.box.com/v/Library/folder/50518953068>. These sources should help students understand the format and types of questions that may be asked. A good resource for information on Montana-specific information (national ranking, major crops, planting dates, etc.) is the annual MT Ag Statistics bulletin, found here:  
[https://www.nass.usda.gov/Statistics\\_by\\_State/Montana/Publications/Annual\\_Statistical\\_Bulletin/2019/Montana-Annual-Bulletin-2019.pdf](https://www.nass.usda.gov/Statistics_by_State/Montana/Publications/Annual_Statistical_Bulletin/2019/Montana-Annual-Bulletin-2019.pdf).

### **SOILS**

A soil triangle can be found here:  
[https://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/survey/?cid=nrcs142p2\\_054167](https://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/survey/?cid=nrcs142p2_054167)

A quick guide to soil order classifications can be found here:  
<https://globalrangelands.org/topics/rangeland-ecology/twelve-soil-orders>

For information on USDA land classifications, I recommend these resources (students do not need to memorize the land classification charts, but should know what the abbreviations regarding soil texture, drainage, etc. mean). Students should also have a basic knowledge of the general land class characteristics:

-[https://www.nrcs.usda.gov/Internet/FSE\\_DOCUMENTS/nrcs142p2\\_052523.pdf](https://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs142p2_052523.pdf) (especially pages 1-11, 2-37, and 2-38)

-[https://www.nrcs.usda.gov/Internet/FSE\\_DOCUMENTS/nrcs142p2\\_052290.pdf](https://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs142p2_052290.pdf)

-[http://lawr.ucdavis.edu/classes/ssc118/Colusa\\_County/landcapab.html](http://lawr.ucdavis.edu/classes/ssc118/Colusa_County/landcapab.html)

-[https://www.nrcs.usda.gov/Internet/FSE\\_DOCUMENTS/nrcs144p2\\_051896.pdf](https://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs144p2_051896.pdf)

For questions regarding web soil survey, I would recommend visiting their website and playing around with some of the features. Click on the “START WSS” button, select an Area of Interest (AOI), and explore the different soil reports available:

<https://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>.

## VARIETY SELECTION

Students should be familiar with Pure Live Seed calculations for this practicum, and should be able to use that information to determine the most economical seed choice. Good resources for this topic can be found here:

<http://www.ernstseed.com/products/bulk-vs-pure-live-seed-pls/>

[https://www.nrcs.usda.gov/Internet/FSE\\_PLANTMATERIALS/publications/lapmctn9045.pdf](https://www.nrcs.usda.gov/Internet/FSE_PLANTMATERIALS/publications/lapmctn9045.pdf)

## GRAIN GRADING

For this section, it is most important that students understand how to calculate percentages of each defect when given the sample test weight and the weight of the raw defect. Students will also be more successful if they are reasonably familiar with the different commodity grading charts ahead of the contest. This information for both grains and dry beans can be found here:

<https://www.gipsa.usda.gov/fgis/gradingprocedures.aspx>. As stated above, students do not need to memorize these charts, but should understand how to use them properly for classifying grain.

For the parts of this practicum related to price discounts, a variety of discount schedules can be viewed online, simply by typing something like, “wheat discount schedule” into the Google searchbar. Past grain grading practicums can also be found here:

[https://drive.google.com/drive/folders/0BysR\\_T5v\\_o36VGttY1lnQTJURE0](https://drive.google.com/drive/folders/0BysR_T5v_o36VGttY1lnQTJURE0).

## PLANT DISEASES AND DISORDERS

The new agronomy scantrons are designed so that **students do NOT need to identify the specific name of a plant disease/disorder, but instead identify the causal category, agent, and type of damage caused.** This practicum will be recorded in the Agronomic Disorders section of the scantron - a copy of the scantron can be found here:

<https://drive.google.com/file/d/0BxY5PfwP6jLFSE5Za1c0RHBvd2c/view?usp=sharingt>.

### Causal Category:

Biological

Cultural

Environmental

### Agent

Bacteria

Chemical

Compaction

Drought

Frost Damage

Fungus

Hail

Heat

Insect

Lightning

Mechanical

Moisture

Nematodes

Nutritional

Pollution

Sun scald

Virus

Wind Damage

### Damage

Reproductive

Vegetative

Vascular Bundles

More Than One

## INSECT LIST

This is the official list of insects that may be used for the insect ID section in Montana. The ID numbers provided are the same that students will see during the contest. This practicum will be recorded in the Insect Identification section of the scantron, which can be viewed here:

<https://drive.google.com/file/d/0BxY5PfwP6jLFSE5Za1c0RHBvd2c/view?usp=sharingt>.

<u>Insect</u>	<u>Economic Impact</u>	<u>Life Cycle</u>	<u>Mouth Parts</u>
11 alfalfa weevil	Vegetative Part Destruction	Complete	Chewing
12 aphids	Removal of Plant Fluids	Incomplete	Piercing-Sucking
13 armyworm larva	Vegetative Part Destruction	Complete	Chewing
14 assassin bug	Beneficial	Incomplete	Piercing-Sucking
15 bean leaf beetle	Vegetative & Fruit/Flower	Complete	Chewing
16 blister beetle (larvae)	Beneficial	Complete	Chewing
17 blister beetle	Vegetative Part Destruction	Complete	Chewing
18 chinch bug	Removal of Plant Fluids	Incomplete	Piercing-Sucking
19 Colorado potato beetle	Vegetative Part Destruction	Complete	Chewing
20 corn earworm larva	Vegetative & Fruit/Flower	Complete	Chewing
21 corn rootworm larva	Vegetative Part Destruction	Complete	Chewing
22 cricket	Fruit/Flower Destruction	Incomplete	Chewing
23 cutworm larva	Vegetative Part Destruction	Complete	Chewing
24 European corn borer larva	Vegetative & Fruit/Flower	Complete	Chewing
25 flea beetle	Vegetative Part Destruction	Complete	Chewing
26 grain weevil	Fruit/Flower Destruction	Complete	Chewing
27 grasshopper	Vegetative Part Destruction	Incomplete	Chewing
28 green lacewing	Beneficial	Complete	Chewing
29 honeybee	Beneficial	Complete	Chewing-Lapping
30 Japanese beetle	Vegetative & Fruit/Flower	Complete	Chewing
31 lady beetle larva	Beneficial	Complete	Chewing
32 leaf skeletonizer	Vegetative Part Destruction	Complete	Chewing
33 leafhopper	Removal of Plant Fluids	Incomplete	Piercing-Sucking
34 lygus	Removal of Plant Fluids	Incomplete	Piercing-Sucking
35 Mexican bean beetle	Vegetative & Fruit/Flower	Complete	Chewing
36 salt marsh caterpillar/wooly worm	Vegetative Part Destruction	Complete	Chewing
37 scale	Removal of Plant Fluids	Incomplete	Piercing-Sucking
38 spider mite	Vegetative Part Destruction	Incomplete	Rasping-Sucking
39 spittlebug	Removal of Plant Fluids	Incomplete	Piercing-Sucking
40 stinkbug	Removal of Plant Fluids	Incomplete	Piercing-Sucking
41 rootworm beetle	Vegetative & Fruit/Flower	Complete	Chewing
42 Western flower thrip	Vegetative Part Destruction	Incomplete	Rasping-Sucking
43 white grub	Vegetative Part Destruction	Complete	Chewing
44 whitefly	Vegetative Part Destruction	Complete	Rasping-Sucking
45 wireworm	Vegetative Part Destruction	Complete	Chewing

## MACHINERY LIST

This is the official list of equipment that may be used for the 2021 machinery ID section in Montana. The MAAE-approved list includes more items than are listed here. But for the interest of time and space, the word bank has been shortened. The ID numbers provided are the same that students will see during the contest. This practicum will be recorded in the

Equipment/Machinery Identification section of the scantron, which can be viewed here:

<https://drive.google.com/file/d/0BxY5PfwP6jLFSE5Za1c0RHBvd2c/view?usp=sharingt>.

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| 01. Air compressor/hose             | 27. Irrigation-pivot              |
| 02. Air seeder                      | 28. Irrigation-traveling gun      |
| 03. Anemometer                      | 29. Liquid manure tank/applicator |
| 04. Articulated tractor             | 30. Manure spreader               |
| 05. Auger platform head for combine | 31. Nurse tank trailer            |
| 06. Backpack sprayer                | 32. Pea harvester                 |
| 07. Bale wagon                      | 33. PPE                           |
| 08. Bed shaper                      | 34. PTO shaft                     |
| 09. Broadcast spreader              | 35. Rotary hoe                    |
| 10. Combine                         | 36. Round baler                   |
| 11. Conveyer                        | 37. Row crop cultivator           |
| 12. Corn head                       | 38. Skid steer                    |
| 13. Culti-packer                    | 39. Soil probe                    |
| 14. Disk chisel                     | 40. Soil thermometer              |
| 15. Fertilizer density scale        | 41. Sprayer                       |
| 16. Field shovel                    | 42. Sprayer nozzle                |
| 17. Gauge wheel                     | 43. Square baler                  |
| 18. GPS receiver                    | 44. Strip tiller                  |
| 19. Grain drill                     | 45. Sugar beet harvester          |
| 20. Grain dryer                     | 46. Swather                       |
| 21. Hay merger                      | 47. Sweep net                     |
| 22. Hay rake                        | 48. Tensiometer                   |
| 23. Hearing protection              | 49. Tracked tractor               |
| 24. Hitch pin                       | 50. Wheel loader                  |
| 25. Hydraulic cylinder              |                                   |
| 26. Irrigation - lateral            |                                   |

## CROP/WEED IDENTIFICATION

This is the official list of plants and seeds that could be used for the 2021 Plant/Seed ID section in Montana. The MAAE-approved list includes more items than are listed here. But for the interest of time and space, the word bank has been shortened. The ID numbers provided are the same that students will see during the contest. \* indicates a species that would only be displayed as a plant, and a <sup>+</sup> indicates a species that would only be displayed as a seed. These symbols will NOT be present during the competition – they are shown here to aid with studying.

### **Weeds**

101. barnyardgrass  
102. black medic  
103. black nightshade  
104. blue lettuce\*  
105. broadleaf plantain  
106. bull thistle  
107. Canada thistle  
108. common chickweed  
109. common cocklebur  
110. common lambsquarters  
111. common mallow  
112. common milkweed  
113. common purslane  
114. common tansy  
115. cowcockle\*  
116. crabgrass  
117. curly dock  
118. dandelion  
119. downy brome  
(cheatgrass)  
120. field bindweed  
121. field gromwell\*  
122. field pennycress  
123. field sandbur  
124. foxtail barley  
125. green foxtail  
126. horsenettle  
127. johnsongrass  
128. kochia  
129. leafy spurge  
130. prickly lettuce  
131. prostrate knotweed  
132. puncturevine  
133. quackgrass

134. red sorrel  
135. redroot pigweed  
136. Russian knapweed\*  
137. Russian thistle  
138. shepherdspurse  
139. silver nightshade  
140. smartweed  
141. sowthistle  
142. tansy mustard  
143. whitecockle  
144. wild buckwheat  
145. wild carrot  
146. wild mustard  
147. wild oats\*  
148. yellow foxtail

### **Crops**

201. alfalfa  
202. barley  
203. birdsfoot trefoil  
204. black bean<sup>+</sup>  
205. bluebunch wheatgrass  
206. cabbage\*  
207. canola  
208. chickpea/garbanzo<sup>+</sup>  
209. cicer milkvetch  
210. corn\*  
211. creeping foxtail  
212. crested wheatgrass  
213. durum wheat<sup>+</sup>  
214. field peas  
215. flax  
216. green needlegrass  
217. hops\*  
218. intermediate wheatgrass

219. Kentucky bluegrass  
220. lentil  
221. lettuce  
222. lima bean<sup>+</sup>  
223. mint  
224. mustard  
225. onion  
226. orchardgrass  
227. pinto bean<sup>+</sup>  
228. popcorn<sup>+</sup>  
229. potato\*  
230. red bean<sup>+</sup>  
231. red clover  
232. reed canarygrass  
233. rye  
234. safflower  
235. sainfoin  
236. smooth brome  
237. sorghum  
238. soybean  
239. strawberry\*  
240. sugar beets  
241. sunflower  
242. sweetclover  
243. timothy  
244. tomato  
245. triticale  
246. wheat\*  
247. white clover  
248. white oats

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**Coordinator:** Dr. Dusty Perry, Montana State University  
**Committee Personnel:** MSU Students from AgEd 363 – Youth Event Management

**I. Purpose**

To challenge FFA members to prepare for agricultural mechanics work place expectations by developing skills and knowledge in applied physical sciences. This event allows students and teams to demonstrate subject matter and skill mastery, effective communication, problem solving techniques and the ability to function individually and as a team.

**II. National Guidelines:**

A. The Montana ATMS CDE will follow the 2017-2021 National FFA CDE/LDE Handbook guidelines with the follow exceptions:

1. The metals and welding skill area will replace the nationally suggested compact equipment skill area.
2. Montana will not include the team report component of the team activity.
3. Individual skill area rotations will be 20 minutes as opposed to the nationally suggested 25 minutes.
4. The individual exam will consists of 50 multiple-choice questions as opposed to the nationally suggested 25.

**III. Overview**

A. Motivate high school Agricultural Education students to develop understandings and learn skills in the following content areas:

1. Electrical Systems – AC/DC power, electrical safety, electrical standards, sensing devices, electrical wiring, controls, electronics, motors and other electrical loads, operating instructions, and manufacturer's recommendations.
2. Environmental/Natural Resource Systems – water quality, sustainable agricultural practices, soil and water conservation, biological waste handling.
3. Metals and Welding – metallurgy, metal fabrication, multiple metal fusion processes (gas metal arc welding – GMAW, shielded metal arc welding – SMAW, flux-cored arc welding – FCAW, etc.).
4. Machinery and Equipment Systems – repair and maintenance, materials handling, processing, adjustments, metal fabrication.
5. Structural Systems – structures, storage, concrete, masonry, plumbing, electrical, fabrication, construction, building materials, ventilation, heating, air conditioning.

B. Develop hands-on performance operations in agricultural mechanics.

C. Develop the ability to gather information and solve problems related to agricultural mechanics.



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- D. Develop the ability to follow safety practices in all agricultural mechanics activities.
- E. Obtain knowledge and skills in agricultural mechanics which will be helpful in future careers related to agricultural mechanics.
- F. Develop interpersonal and teamwork skills.

**IV. Eligibility**

In order for a chapter to compete at the 2021 Montana State FFA Convention, their chapter's ATMS team must have placed in the top two at a district-level competition. For further eligibility requirements, refer to the 2017-2021 National FFA CDE/LDE Handbook.

**V. Rules**

The abbreviated rules governing the Montana State ATMS CDE are as follows:

- A. Per our state COVID-19 regulations, all participants will be required to wear a face mask.
- B. Teams will consist of four members. Team ranking is determined by combining the scores of all students from each team. Team members must all be from the same chapter.
- C. Team ranking will include all four student scores and the team problem.
- D. Each participant will participate in all phases of the event.
- E. **Participants must supply and wear** Industrial Quality Eye Protection spectacles (Style B), or goggles during the skill phases of the event. Coveralls or a shop coat may be worn during the skill phases of the event. Appropriate footwear is required. (Work boots or work shoes recommended. No sandals or cloth shoes are allowed.)
- F. Necessary equipment such as basic welding helmets or goggles as required for welding, shields, gloves, welding leathers, hearing protection devices, etc., will be provided by event host.
- G. Special equipment may be required to be furnished by the contestants. Such equipment will be noted in the pre-CDE information provided to chapters prior to the event.
- H. Failure to wear appropriate safety protection or working in an unsafe manner could result in removal from that CDE area or disqualification from the CDE.
- I. Participants shall report to the chair of the event by 7:00 a.m. on the event day. Registration and parking information will be provided prior to event day.
- J. Answer sheets, worksheets and other written materials will be furnished for each event phase.

**VI. Event Activities**

Three types of activities will be included in the ATMS event. These include: A) individual problem-solving/skill development activities, B) written exam questions, and C) a team activity.

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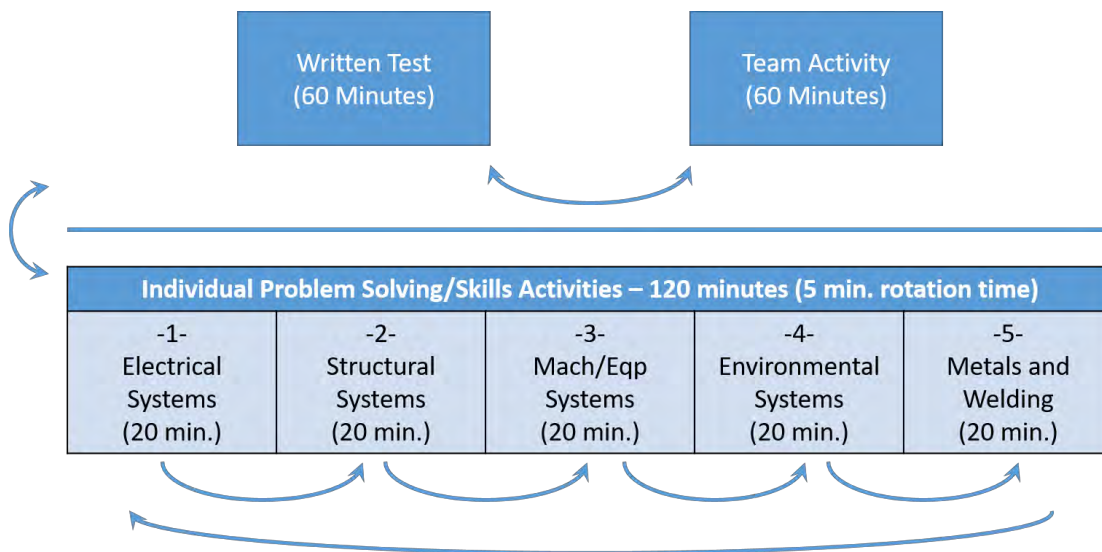
- A. Individual Problem-Solving/Skills – Each student is individually evaluated in each of the five systems areas. The specific activities occurring in each event are not publicized prior to the event. Each student is allowed 20 minutes to complete each of the five activities.
- B. Written Examination – Each student completes an examination that consists of 50 multiple-choice questions. Each question is worth one point. There are 10 questions from each of the five agricultural mechanics systems areas. Students will have 60 minutes to complete this portion of the career development event.
- C. Team Activity – The individuals on each state team will work together and be evaluated as a team while solving complex, multi-system agricultural problems. The problem scenario is presented to the team on the day of the event and members utilize the materials and equipment provided to undertake and prepare a written solution. Teams organize themselves, assign duties and complete tasks together or separately depending on individual skills and abilities. The team activity will be evaluated as follows:
  - Teamwork process: 100 points
  - Problem solving and activity portions: 250 points
  - **Total for team activity: 350 points**

**VII. Event Format**

- A. Team members will work independently on problem solving and skill development activities and on the written test. Individual scores and rankings will be based on these areas.
- B. Team members will work together on a team problem solving activity. The team score will be a combination of all individual scores and the team activity. Each individual receives 25.0% of the total team activity score.
- C. The Agricultural Technology and Mechanical Systems CDE will follow national rules as closely as possible and be modified from the five system areas designated by the National CDE Handbook. Montana areas are Machinery and Equipment Systems, Electrical Systems, Metals and Welding, Structural Systems, and Environmental and Natural Resource Systems. The event organizers will provide a list of possible competencies and skills by February 15<sup>th</sup>.
- D. The focus of the event will be on areas of the Montana Agricultural Education Curriculum. New technologies will be included as they emerge and are presented to the agricultural educators.

### VIII. Event Rotation

The following diagram will be utilized as the rotation scheme for the Montana ATMS CDE.



### IX. Event Scoring

The team score will be a combination of all individual scores and the team activity. Each individual receives 25.0% of the total team activity score and will be rounded to the nearest whole number.

INDIVIDUAL SCORING	
Written examination (50 questions at 1 point each)	50
Individual activities (5 at 30 points each)	150
Team activity (1/4 of total team activity score)	87.5
<b>Total Possible Individual Score</b>	<b>287.5</b>
TEAM SCORING	
All Written Examinations	200
All individual activities	600
Team activity	350
<b>Total Possible Team Score</b>	<b>1150</b>

### X. Tiebreakers

- A. The team activity score will be used to break a tie in team ranking. If the tie remains, the combined written exam scores will be used.
- B. Individual ties will be broken using written exam scores. If a tie still exists, the problem-solving/skill scores will be used (in the order identified in section XIII of this document).

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**XI. Awards**

Awards are presented to teams as well as individuals based upon their rankings.

**XII. National CDE Participation**

The highest ranking eligible team will represent Montana at the National Career Development Event.

**XIII. Resource Information**

A. Suggested internet website links and text references for the Montana ATMS CDE will follow those of the National ATMS CDE and can be found at:  
<http://web.missouri.edu/~schumacherl/natcon.html>

B. 2021 Event Information

1. Instructional Areas – event will cover the following instructional areas:
  - a) Electrical Systems – 120 volt power, single-pole switches to lights and duplex receptacles.
  - b) ENR – USDA CropScape - Cropland Data Layer
  - c) Machinery and Equipment Systems – Round baler
  - d) Metals & Welding – MIG welding
  - e) Structural Systems – Soldering copper pipe
2. Team Activity – Carpentry based

**XIV. Tentative Topics for Future Montana ATMS CDEs**

CDE AREA	2021	2022-2026
Electrical Systems	<b>Electrical Wiring</b>	In search of volunteers to help establish the next five years of ATMS CDE areas.
Environmental/ Natural Resource Systems	<b>Geographic Information Systems</b>	
Machinery and Equipment Systems	<b>Round Balers</b>	
Metals and Welding	<b>MIG</b>	
Structural Systems	<b>Plumbing (Copper)</b>	

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- XV. **Resources for Montana ATMS CDEs:** The following is an expanded detail of resources made available for the individual/team problem-solving/skills activities.
- 

2021 Electrical Systems Skill Activity – Electrical systems permeate all sectors of agricultural life from farm equipment, to the repair shop, to the home. Thus, a well-rounded technician should be able to interpret planning diagrams, install, and troubleshoot electrical systems. Starting in a home repair scenario, technicians must know how to properly bring power into a service panel and be familiar with the processes required to bring power to a switch board, light, and receptacle. Specific competencies may include:

1. Reading and interpreting electrical planning diagrams.
2. Understanding how to hook up incoming power to a breaker box.
3. Understanding how to bring power into a switch board.
4. Understanding basic wiring principals for single-pole switches and duplex receptacles.
5. Understand the labeling of electrical product packaging.
6. Use appropriate standards for agricultural applications, including the National Electric Code (NEC).

Suggested References for Activity – In addition to the general references specified for the Agricultural Technology and Mechanical Systems CDE, the following references may be useful in preparing for the Electrical Systems Skill Activity. Note: Specific references are listed below, but others may be added at a later date.

1. Agricultural Mechanics: Fundamentals and Applications (6<sup>th</sup>) Ed. By Ray V. Herren (2010).
2. 2017 NFPA 70 National Electrical Code (NEC) Wiring Handbook (ISBN-10: 1455912794).

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2021 Metals and Welding Systems Skill Activity – Since simple repairs/metal fabrication are often required when dealing with agricultural production, the Metals and Welding Systems Skill Activity will be a hands-on and problem-solving based activity. Students will be allowed to use a basic calculator at this station, but no cell phone calculators will be allowed. Specific competencies may include:

1. Understanding GMAW processes and safety.
2. Using .035 wire and a 75/25 argon/carbon dioxide protecting gas.
3. Understanding how to set a GMAW machine to the proper voltage, wire feed speed, and gas protection.
4. Using basic mathematic computations related to fabrication.
5. Using basic welding skills for flat and circular applications.

Suggested References for Activity – In addition to the general references specified for the Agricultural Technology and Mechanical Systems CDE, the following references may be useful in preparing for the Metals and Welding Systems Skill Activity. Note: Specific references are listed below, but others may be added at a later date.

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1. Team members should understand GMAW processes and safety procedures:
    - a. [http://www.lincolnelectric.com/assets/global/Products/Consumable\\_MIGGMAWWires-SuperArc-SuperArcL-50/c4200.pdf](http://www.lincolnelectric.com/assets/global/Products/Consumable_MIGGMAWWires-SuperArc-SuperArcL-50/c4200.pdf)
    - b. <https://www.millerwelds.com/resources/welding-guides/mig-welding-guide/basic-mig>
    - c. Agricultural Mechanics: Fundamentals and Applications (6th) Ed. By Ray V. Herren (2010).
- 

2021 Environment and Natural Resource Systems Skill Activity – When dealing with the management and production of agricultural products, it is important to have a comprehensive understanding of the land systems around them. Photographic interpretation is a major part of GIS. This interpretation involves analyzing aerial photographs and assessing the features that appear. Primary competencies for this event include:

1. Interpret GIS visual data to determine predominate cropland.
2. Determine flood potential of an area by analyzing GIS data.
3. Estimate crop yield by interpreting GIS data.

Suggested References for Activity – In addition to the general references specified for the Agricultural Technology and Mechanical Systems CDE, the following references may be useful in preparing for the Environment and Natural Resource Systems skills activity. Note: Specific references are listed below, but others may be added at a later date.

1. <https://nassgeodata.gmu.edu/CropScape/>
- 

2021 Machine and Equipment Systems Skill Activity – The Machine and Equipment Systems area will utilize information pertaining to Case IH balers. Skill activities might include safety, maintenance, set-up, adjusting, sizing, and trouble shooting. The skill activity will be as generic as possible so that students will not be put at a disadvantage if they do not have access to a particular type of machine. When practicing for the event, remember that the skill activity is designed to be performed by an individual in a 20 minute time period. Competencies for this event include:

1. Broad-based safety inspection of combine and operator hand signals.
2. Calculating forage yields from a given number of acres.

Suggested References for Activity – In addition to the general references specified for the Agricultural Technology and Mechanical Systems CDE, the following references may be useful in preparing for the Machine and Equipment Systems skills activity. Note: Specific references are listed below, but others may be added at a later date.

1. <https://www.caseih.com/northamerica/en-us/products/balers>
  2. <https://www.agry.purdue.edu/ext/forages/rotational/articles/PDFs-articles/calculating-hay-yields.pdf>
-



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2021 Structural Systems Skill Activity – Agricultural systems often require simple fabrication/modification to maximize efficiency. This year contestants will be required to interpret a working drawing and fabricate an item from copper pipe and fittings. Specific competencies include:

1. Read and interpret a working drawing.
2. Accurately use a measuring tool.
3. Properly cut and deburr copper pipe.
4. Neatly fit and solder copper fittings to copper pipe.

Suggested References for Activity – In addition to the general references specified for the Agricultural Technology and Mechanical Systems CDE, the following references may be useful in preparing for the Structural Systems skills activity. Note: Specific references are listed below, but others may be added at a later date.

1. Agricultural Mechanics: Fundamentals and Applications (6th) Ed. By Ray V. Herren (2010).
2. <https://www.homedepot.com/c/ah/how-to-solder-copper-pipes/9ba683603be9fa5395fab90f1ec203f>

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2021 Team Activity – All team members must wear safety glasses during the team event. To enter the CDE area, students must have safety glasses in their possession. Team members will work together to complete the activity in one hour. This team event is worth 350 points (100 points for the teamwork process and 250 points for the finished product). If a team member exhibits or performs any unsafe practice, points will be deducted from the total team score.

Equipment provided by the Team: Teams will be expected to provide appropriate personal protective clothing, pencils, and a calculator. If teams bring their own tools, duplicate tools that we provided will be removed from their work station.

Utilizing structural systems skills related to carpentry, teams will be asked to use electrical saws, drills, and impact drivers to construct a wood-based project. They will be judged on their ability to work as a team, safely operate tools/equipment, interpret a scenario and design a prototype to solve a problem, and on the fulfillment of situational criteria related to the provided scenario at the contest.

1. <https://www.familyhandyman.com/project/sawhorse-plans/>
2. [http://www.thecadacademy.com/instructorportal/Fundamentals\\_of\\_Drafting\\_Sample.pdf](http://www.thecadacademy.com/instructorportal/Fundamentals_of_Drafting_Sample.pdf)

***Please understand that the event coordinator reserves the right to make necessary changes to this activity based on the availability of materials and resources to successfully conduct this activity.***



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## Team Activity Process Rubric

### 100 Points

	Very strong evidence of skill is present 10-8 points	Moderate evidence of skill is present 7-4 points	Strong evidence of skill is not present 3-0 points	Points earned	Weight	Total Points
<b>Communications</b>	All team members effectively communicate with each other throughout the entire activity.	Most team members communicate fairly effectively with each other during most of the activity.	Communication between team members is ineffective and sporadic during the activity.		X2	
<b>Work Distribution</b>	Work was evenly distributed between all team members and all team members were employed at all times.	Work was distributed between two to three team members and these members were employed most of the time.	Work was completed by only one team member with little employment of the other members.		X4	
<b>Time Management</b>	All team members managed their time efficiently.	Most team members managed their time fairly efficiently.	One (or no) team member managed their time efficiently.		X2	
<b>Team Organization</b>	Team started right away, had no down time, was not rushed at the end of the task.	Team was delayed in starting, had down time, and was somewhat rushed at the end of the task.	Team delayed starting, had long down times, and did not complete all tasks during the time allotted.		X2	
				Total Points		



## Junior and Senior Creed 2021 Competition

Dear FFA Supervisors and Advisors,

Greetings! Let us introduce ourselves! Our names are Isaac Aasgaard and Gabby Sexton. We are both AGED majors at Montana State University. We are so excited to be working with you and honored to facilitate this year's Creed competition. Due to COVID19, both Junior and Senior Creed will be held virtually again. This letter will outline rules, online format and deadlines.

This year, there will be a preliminary and a final round. For the preliminary round, there will be no live portion. Speeches and responses to 3 predetermined questions will be pre-recorded and submitted to dropbox by **6:00 PM MST on March 22th** for both Creed groups (JR. and Sr.). We hope that by having pre-recorded speeches and questions for the preliminary round, we can save you, competitors, judges and ourselves some time and eliminate possible technology glitches. Speeches and questions will be graded prior to the live, final round of this year's Creed competition. The final round for both Junior and Senior will be held on **April 2nd**. For the final round, speeches and questions will be live through zoom.

In regards to the pre-recorded videos and questions. Competitors will still have **4 minutes** to present the Creed with **1 point** deducted for every second over the time limit. They will also have **5 minutes** to answer **3 questions**. Official Dress is still highly recommended but isn't required and will not affect competitors' scores. Judges will not be factoring in video quality, sound quality (but it would really help to have a clear audio for our judges to listen to) or where the video is taken. Please name your video (using your name and chapter). **Example:** studentname\_chapter\_srcreed or studentname\_chapter\_jrcreed. The only thing we do ask, is that students are facilitated when recording their speech and questions to hopefully avoid any cheating. But think outside the box and be as creative as you would like! Pre-recorded videos must be submitted to **Dropbox.com** by **March 22th @ 6:00 PM MST**.

On **Friday, April 2nd** the final rounds for Jr. and Sr. will be held live through Zoom. The Jr. final round will begin at **6:00PM** and the Sr. final round will begin at **7:00PM**. There will be 1 breakout room for Jr. and 1 for Sr. Each room will have 3 judges and competitors will be admitted into the breakout room when it is their turn. We understand that these dates are just around the corner and there will be a lot of questions! Please feel free to contact us by phone - Mr. Aasgaard - (406) 580-8119 or Ms. Sexton at (406) 210-5827, or via email: Mr. Aasgaard - [aasgaardisaac@gmail.com](mailto:aasgaardisaac@gmail.com) or Ms. Sexton at [gibzz43@gmail.com](mailto:gibzz43@gmail.com). We look forward to working with you, and the great minds of your students!

Sincerely:

Mr. Aasgaard

Ms. Sexton

*Gabriele Sexton*

*Isaac Aasgaard*

# **Montana State FFA 2021**

## **Conduct of Chapter Meetings Event**

### **PURPOSE:**

The **Conduct of Chapter Meetings Competitive Event** is designed to introduce 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> grade FFA members to parliamentary procedure and how to conduct efficient meeting.

### **OBJECTIVES:**

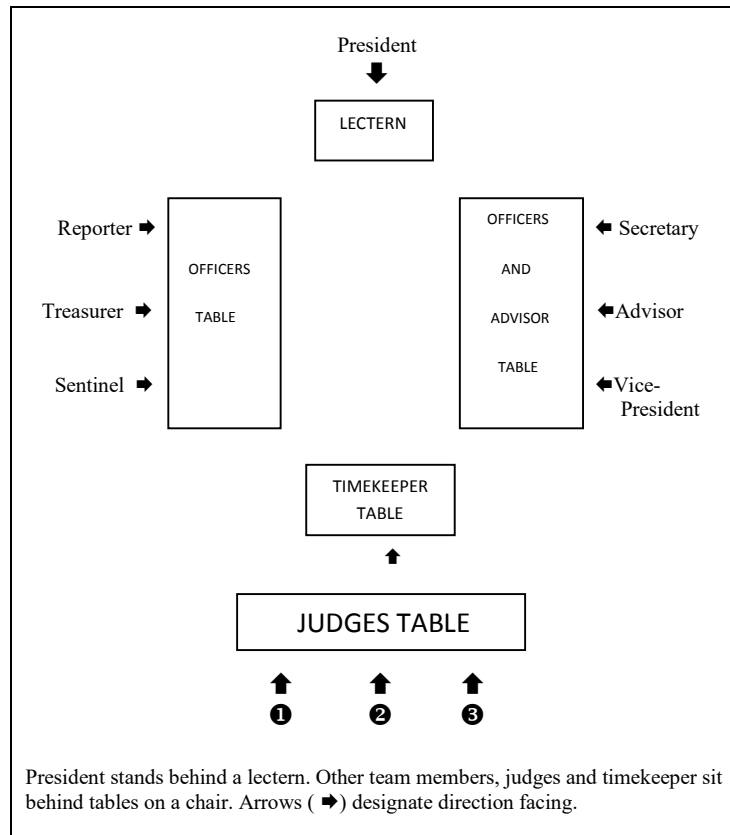
1. Develop a basic knowledge of parliamentary law.
2. Demonstrate parliamentary procedure to conduct an orderly and efficient meeting
3. Communicate and participate effectively as a team member
4. Demonstrate critical thinking and teamwork for effective decision making

### **EVENT RULES:**

1. The event is open to teams consisting of seven (7) members from the same chapter. Members will fulfill the duties of President, Vice-President, Secretary, Treasurer, Reporter, Sentinel, and Advisor. The member who performs the advisor role in opening ceremonies will participate in the entire event.
3. Team members must be enrolled in the 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grades at the time participation.
4. Depending on the number of teams entered in the event, there may be a preliminary round and final round of presentations.
6. The competitive event at Montana State FFA Convention will consist of the five activities listed below in the following order (minutes are not required and the audience, including the timekeeper and judges, will not participate in the closing ceremonies):
  - a. Opening ceremonies
  - b. Team demonstration
  - c. Closing ceremonies
  - d. Judges oral questions
  - e. Written Test
7. Team members will conduct a regular chapter meeting by demonstrating a designated main motion and four additional permissible parliamentary procedure motions selected by the event superintendent.

## **EVENT PROCEDURES:**

1. The room will be pre-set with a lectern, tables, chairs, and station markers.



2. All participants will be provided paper to take notes during the entire demonstration. Pencils must be provided by the team.
3. Participants will have one minute immediately before their demonstration to read their card silently and take notes. Team members may not mark or write on the cards and may not confer or signal each other during the one-minute time period or during the demonstration, except when seeking recognition from the chair.
4. The student advisor will participate during the opening ceremonies for the advisor's part and then will take on the role of a member to participate in debate and may be assigned a motion and will be asked an oral question.
5. Every participant will receive a card (see the sample below) with the main motion and the four required motions from the list of permissible motions. No other motions may be used. However, a point of order and parliamentary inquiry may be used if it is not listed on the motion card. Points will not be awarded if it is not on the motion card, and an appeal may not be made on the president's ruling. Included in the four required motions will be a minimum of one debatable subsidiary motion.

### **MAIN MOTION:**

I move that our chapter organize a District novice parliamentary procedure competitive event.

### **REQUIRED MOTIONS:**

Raise a Question of Privilege

Previous Question

Amend

Point of Order

6. The required motion must be demonstrated by the officer that the motion is assigned to for points to be scored. If the assigned motion is used by another officer it must be properly renewed again, if allowed, by the assigned officer to score points.
7. Judges will score all member debates, but only the top three debates per team member will impact final team score.
8. If the privileged motion recess is adopted, members must stay at their officer stations and may not talk or signal each other.
9. Four of the six participants on the floor will be assigned a required motion. The motion will be marked in bold print and underlined on their cards to indicate the motion assigned.
10. The demonstration including the opening and closing ceremonies will not exceed 13 minutes. (Penalties will be assessed starting at 13:01).
11. A time clock or time card will be provided so that the team can see. The clock will count up from zero minutes starting with opening ceremonies (signaled to begin by two taps of the gavel by the president) and stop when closing ceremonies are completed. If a time clock is not used, the timekeeper will signal the team with large cards at the elapsed times of nine and 11 minutes.
12. Judges will ask one oral question (which may contain one to two parts) per participant. Oral questions will be predetermined and related to the permissible motions, general purposes of parliamentary procedure or officer duties and responsibilities. The same set of questions will be used for each team in each flight of the event. Separate sets of questions will be developed for each round of the event.

### **Main Motion**

- There is no pre-determined list of main motions. Main motions are determined annually by the event superintendent and must be developed for any of the three divisions of the chapter program of activities, which includes growing leaders, building communities and strengthening agriculture.
- Official dress is highly recommended.
- The order of business will begin at the conclusion of opening ceremonies and will begin with the consideration of new business (other items normally on the order of business are not to be considered). After opening ceremonies are completed, a member on the floor will gain recognition and state the main motion, which will not be assigned to any particular officer.
- The motion to adjourn is not allowed. Closing ceremonies must be performed.
- The rubric should be used to determine the ranking of teams for each round.
- Point of order and parliamentary inquiry may be used with no point deduction, if not listed on the motion card, when used appropriately. Use of other motions not listed on the motion card have no point value and will result in a point reduction not to exceed 20 points per instance.

### **REFERENCES:**

All references (except #6) are available on-line through the National FFA Organization's Core Catalog, [shopffa.org](http://shopffa.org). Click on "Program Materials" and then "CDE"

1. *National Official FFA Manual*
2. *National FFA Student Handbook*
3. *Dunbar's Manual of Parliamentary Procedure Test Questions*
4. *Parliamentary Procedure Oral Questions (Basic)* (CD)
5. *Robert's Rules of Order Newly Revised* (11<sup>th</sup> edition)
6. *Robert's Rules of Order Newly Revised in Brief* (11<sup>th</sup> edition) (Optional)

## **Event Format Continued:**

### **WRITTEN EXAM**

**There will be Twenty-five questions (one point per question; 25 points per member; 175 total team points) The test will include the following:**

- ☐ Officer duties and meeting room preparation ([FFA Manual](#)): three questions
- ☐ Parliamentary procedure: 22 questions
- ☐ Permissible motions
- ☐ Order of business

### **PRESENTATION OPENING CEREMONIES**

**(15 points/member; 105 points/team)**

- ☐ Voice
- ☐ Poise
- ☐ Expression

### **PRESENTATION — TEAM DEMONSTRATION**

☐ Team members will demonstrate four of the permissible parliamentary procedure motions listed below. Event officials will select motions to be demonstrated in each flight of the event.

☐ **Privileged Motions**

1. Raise a question of privilege
2. Recess

☐ **Subsidiary Motions**

1. Previous question
2. Postpone definitely
3. Commit or refer
4. Amend
5. Postpone indefinitely

☐ **Main Motion**

☐ **Incidental Motions**

1. Parliamentary inquiry
2. Division of the assembly
3. Point of order

### **PRESENTATION — CLOSING CEREMONIES**

**(20 points; 10 for the president, five for the secretary, five for the team)**

### **PRESENTATION — OPENING AND CLOSING CEREMONIES ACCURACY**

☐ One-point deduction per error (adding, deleting and transposition of words or deviation from printed ceremonies) per team member with a maximum deduction equal to the amount available to be earned. ([Official FFA Manual](#))

### **ORAL QUESTIONS**

Judges will ask one oral question (which may contain one to two parts) per participant. Oral questions will be predetermined and related to the permissible motions, general purposes of parliamentary procedure, or officer duties and responsibilities.

# 2021 Montana State FFA Conduct Of Chapter Meetings Event

## RULES FOR THE PERMISSIBLE MOTIONS

<b>MOTION NAMES, CLASS<sup>1</sup> AND PURPOSES</b>	<b>INTERRUPT SPEAKER?</b>	<b>SECOND NEEDED?</b>	<b>DEBATABLE?</b>	<b>AMENDABLE?</b>	<b>VOTE NEEDED?</b>
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**CLASS: Privileged Motions** (Deal with special matters of immediate or overriding importance to the business of the assembly)

<b><i>Recess</i></b> (Provides a brief break)	No	Yes	No	Yes <sup>2</sup>	Majority
<b><i>Raise a Question of Privilege</i></b> (Asks an urgent question regarding rights and privileges of the assembly)	Yes	No	No	No	No vote. Chair rules

**CLASS: Subsidiary Motions** (Aid the assembly in handling or disposing of a main motion)

<b><i>Previous Question</i></b> (Closes debate and goes directly to a vote and prevents the making of subsidiary motions listed on this table)	No	Yes	No	No	Two-thirds
<b><i>Postpone to a Certain Time (or Definitely)</i></b> (Delays consideration on a motion to specified time or meeting, but not beyond the next regular scheduled meeting)	No	Yes	Yes	Yes	Majority
<b><i>Commit or Refer</i></b> (Refers the motion to a committee)	No	Yes	Yes	Yes	Majority
<b><i>Amend</i></b> (Proposes to change a motion)	No	Yes	Yes <sup>3</sup>	Yes	Majority
<b><i>Postpone Indefinitely</i></b> (Rejects or kills the main motion)	No	Yes	Yes	No	Majority

**CLASS: Main Motions** (Introduce new business to the assembly)

<b><i>Main Motions</i></b> (Introduce new business to the assembly)	No	Yes	Yes	Yes	Majority
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**CLASS: Incidental Motions** (Related to the pending business and must be decided immediately)

<b><i>Parliamentary Inquiry</i></b> (Allows a member to ask a question related to parliamentary law or the rules of the organization)	Yes	No	No	No	No vote. Chair answers
<b><i>Division of the Assembly</i></b> [Requires a standing (rising) vote]	Yes	No	No	No	No vote. Demand
<b><i>Point of Order</i></b> (Requests that the rules be enforced)	Yes	No	No	No	No vote. Chair usually rules <sup>4</sup>

(1) Motions That Bring a Question Again Before the Assembly are not required for this event.

(2) Amendable with respect to the length of the recess

(3) Debatable if applied to a debatable motion

(4) Assembly decides by a majority vote if the Chair does not want to make a ruling



**2021 Montana State FFA Conduct of Chapter Meetings Contest**  
**JUDGES SCORE CARD WORKSHEET**

	<b>Written Test</b>	<b>OPENING CEREMONY</b>	<b>DEBATE</b>	<b>ORAL QUESTIONS</b>	<b>INDIVIDUAL TOTAL</b>
President	(25)	(15)	(**45)	(10)	(95)
Vice President	(25)	(15)	(45)	(10)	(95)
Secretary	(25)	(15)	(45)	(10)	(95)
Treasurer	(25)	(15)	(45)	(10)	(95)
Reporter	(25)	(15)	(45)	(10)	(95)
Sentinel	(25)	(15)	(45)	(10)	(95)
Advisor	(25)	(15)	(45)	(10)	(95)
<b>INDIVIDUAL TOTALS</b>	(175)	(105)	(315)	(70)	(665)

Required Assigned Motions	(4)	(50)		(200)
Conclusions Reached		(65)		(65)
Team Voice, Poise, Expression		(50)		(50)
Closing Ceremony		(20)		(20)
TEAM TOTAL				(335)
Deductions for parliamentary errors range from 5 to 25 points per error depending on the severity.				
Deductions for overtime: The time penalty is 2 points per second over 13 minutes  Opening Ceremonies errors: -1 point deduction per missed or added word during the opening and closing ceremony. (Maximum of 15 points total per officer.)				

<b>TOTAL POINTS</b>	<b>(1000)</b>
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**Debate:**

- \* Numbers in parentheses indicate **maximum** points. Place your team score to the right of these.
- \*\*President's debate points = Ability to preside, use of the gavel (see rubric -Form 3 on page 7).
- 15 points maximum per debate, 45 points maximum total
- Only the top 3 debates will be scored

**Deductions:**

- Presenting a required motion before the assigned team member—deduct 15 points.
- Errors in parliamentary procedure—deduct 15-20 points (determined by judges).
- Time limits—deduct 2 points per second over 12 minutes 59 seconds.

JAAM Event Handbook  
Employment Skills, Ag Communications, Ag Issues & Marketing Plan

All documents can be emailed to [eslasht@gmail.com](mailto:eslasht@gmail.com) or mailed to Eric Tilleman, 701 Mountain View Drive, Cascade, MT 59421 but must be received before March 26.

## March 29th

### **Employment Skills (Limit 1 per chapter)**

**Cover Letter (100 Points)** The cover letter is to be typed, one page, single spaced, left justified using Times, Times New Roman or Arial 10-to 12-point minimum font.

The letter is to be dated for the day of the Montana event (March 29) and addressed to

Mark Kline  
6060 FFA Dr.  
P.O. Box 68960  
Indianapolis, IN 46268-0960

**Electronic Employment Application (100 Points)** Participants will complete a standard electronic job application linked to <https://forms.gle/W1m6hwxTQP2ZYjL99>. The application will be open online between March 15-26.

**Personal Interview (500 Points)** The preliminary round interview will be with a panel of judges. Each interview will last twenty minutes.

Must send a description of the job you are apply for so the judges know.

**Follow-Up Correspondence (50 Points)** send correspondence to [eslasht@gmail.com](mailto:eslasht@gmail.com)

- Participants will submit follow-up correspondence after the interview. Participants will be provided with necessary information and items to compose a follow up correspondence.
- Correspondence may include, but is not limited to, one of the following: email, hand-written note or typed letter. Participants will have 30 minutes to complete the follow-up correspondence

### **Ag Communications**

There will be 2 components for this year's contest. Media Plan/Presentation and an online quiz.

Media Proposals will need to be submitted to Eric Tilleman, 701 Mountain View Drive, Cascade, MT 59421 or via email at [eslasht@gmail.com](mailto:eslasht@gmail.com) by March 26.

**AGRICULTURE-RELATED MEDIA PLAN (200 POINTS/TEAM)** Teams will play the role of communications consultants and will develop a media plan for an assigned scenario.

**MEDIA PLAN PITCH —PRESENTATION (175 POINTS/TEAM)** The team should present the media plan as if pitching it to the client identified in the scenario. The presentation should follow the structure of the written media plan. Teams should be able to show examples of materials that would be used in the execution of the plan (e.g., social media, broadcast advertising, print advertising, press releases, fliers, brochures, website, blogging and displays). Each team member must participate in the presentation. Each team will be allowed 15 minutes to present its media plan to a panel of judges, who will play the role of the client.

JAAM Event Handbook  
Employment Skills, Ag Communications, Ag Issues & Marketing Plan

Five points will be deducted for each major fraction of a minute over the 15 minutes allowed for the presentation. Following the presentation, judges will be allowed five minutes to ask questions

**2021 MEDIA PLAN SCENARIO:**

Your chapter's Ag Communication Committee has been approached by your State FFA Association to help tell the story of a local FFA advisor. The story needs to be one that builds awareness, encourages agricultural advocacy, and promotes FFA engagement to a diverse audience group. You are responsible for selecting an FFA advisor from your state to promote/recognize via various media outlets. Your committee has the option to decide what is included in your media plan about this advisor. Your plan might include, but is not limited to, focusing on one or more of the following attributes of the chosen advisor: innovative program or teaching techniques; service/leadership in local communities or the state; providing a unique solution to a problem facing students/teachers in the community; a commitment to agricultural education; etc. Please remember that the plan should also focus on highlighting and promoting not only the advisor, but also agricultural education programs and/or the agricultural industry to audiences within your state.

**TESTS Editing exercise (25 points/individual; 100 points/team)** Because editing is a critical skill for all communicators, each team member will complete an editing exercise. They will be given a printed document that contains 25 mistakes. In correcting the mistakes, team members will be required to use correct proofreading marks (see Associated Press Stylebook). Style, grammar, punctuation and spelling mistakes will be included. Team members will NOT be able to use the style manual or a dictionary during this exercise.

**Communications quiz (25 points/individual; 100 points/team)** Each team member will complete a quiz that covers general knowledge of the agricultural communications industry. Questions may come from any section of the listed references excluding sports guidelines. Team members will NOT be able to use the style manual or a dictionary during this exercise.

## March 30

### **Ag Issues**

PORTFOLIO Due to [eslasht@gmail.com](mailto:eslasht@gmail.com) by March 26.

Ten single-sided pages or five double-sided pages maximum (Three parts, 25 points total)

1. Summary of the issue, two pages maximum (5 points)
2. Bibliography (5 points)
3. Documentation of local forums (15 points)
  - All forums require independent verification of when, where and to whom forums were presented and independent verification of presentation times if more than one forum is held on the same day.

A maximum of 10 points will be deducted for exceeding the maximum number of pages and/or not including a cover page containing the required information.

- Due to Covid Restrictions teams will need to present to groups digitally or in person depending on county restriction

### TEAM PRESENTATION

1. Introduction, Pro, Con, and Summary of Pro and Con (20 points each, 80 points total)
2. EFFECTIVENESS OF PRESENTATION (20 POINTS)
  - Participation of each team member
  - Creative in how main points are made (It makes no difference, for the “creativity” score, if team is in costume or official ffa dress.)
  - Quality and power of the presentations
  - Speaks at the right pace to be clear
  - Pronunciation of words is clear and intent apparent
  - No distracting mannerisms that affect effectiveness
  - Gestures are purposeful and effective
  - Well-poised with good stage presence
  - Use or overuse of any technology or prop that reduces the focus on the content provided by the team and team’s presentation of the content can result in a lower presentation score
3. QUESTIONS (25 POINTS)
  - Appropriate response and knowledge of the issue will be evaluated from team members’ responses.
  - There will be a five-point deduction from the scorecard of any team that draws a conclusion supporting a pro or con viewpoint during the formal presentation. During the question period, students may draw a conclusion supporting a pro or con viewpoint if asked to do so by a judge.

## **Marketing Plan**

WRITTEN PLAN (100 POINTS) Instructions – Due March 26 to eslasht@gmail.com

A marketing plan should be focused on the end consumer. This is not a business plan.

- Teams should select an actual local agribusiness, either an existing or start-up enterprise, that serves the community and decide on the product or service for the marketing plan. Teams should work with an off-campus organization. They should not use their chapter as a client.
- Emphasis should be placed on the “value-added” concept using marketing techniques to increase the value of products or services.
- A marketing plan is concerned with the future. Historical information is very valuable, but the actual plan must be a projection. A plan presented in the current year should be developed for the following year. A three-year timeframe may be needed, which would mean the inclusion of the two years following the current year

The project outline should include the following aspects of the marketing process:

- Brief description of product or service attributes: size, quality, etc. (5 points).
- Market analysis (30 points).
  - Client’s status in current market.
  - Trends in the industry.
  - Buyer profile and behavior.
  - Competition’s SWOT analysis.
  - Product’s/client’s SWOT analysis.
  - Primary research results (surveys, focus groups, interviews).
- Business proposition (20 points).
  - Develop a mission statement.
  - Make key planning assumptions (cite sources of information).
  - Have short and long-term goals —must be specific, measurable, attainable and have completion dates.
  - Identify target market—specific market segments which achieve the goals.

Strategies and action plan (25 points).

- Product.      •Price.      •Place.
- Promotion.    •Position.
- Projected budget (10 points). The budget should be future oriented and include the current year plus two additional years in advance.
  - Cost of strategies.
  - Pro forma income statement that details the realistic costs and returns of the marketing strategies.
  - Calculate the financial return of the marketing plan.

Evaluation (5 points).

- Benchmarks to track progress toward goals.
- Identify tools to measure established benchmarks.
- Recommendations for alternative strategies, if benchmarks are not reached.

Technical and business writing skills(5 points).

LIVE PRESENTATION (200 POINTS) The team assumes the role of a marketing consultant. The judges assume the role of the selected client. Each team will be allowed 15-minute to present.



March 8, 2021

TO: Montana FFA Advisors

RE: Montana FFA State Extemporaneous LDE

We trust your preparations for the 2021 Montana FFA State Convention are moving ahead successfully. We are diligently working to prepare and implement exemplary events for Extemporaneous Speaking.

***Extemporaneous Speaking LDE:***

Event superintendents will randomly draw for preliminary round seeding and speaking order of the qualifying Extemporaneous Speaking participants. Room and speaking order will be posted to MagNet by no later than March 31.

State Qualifying participants in Extemporaneous Speaking must **check in** with event officials on **Wednesday, April 7 at 12:00 PM** in the Billings Hotel and Convention Center (specific room will be announced prior to event). Based on speaking order, participants will draw and select their topic at 15-minute intervals starting at 12:30 PM. Judging for the preliminary round is scheduled to begin at 1:00 PM in the Billings Hotel and Convention Center. **Members must follow all COVID guidelines or they will be asked to leave.**

Announcement of the qualifying finals-round participants will occur before **5:00 PM** on Wednesday, April 7 and posted in the Convention Center. The finals round will begin at **5:30 PM Wednesday, April 7** on the Convention main stage. **Participants should check in with event officials in the foyer by 5:00 PM.**

Please refer to the 2017-2021 National FFA Extemporaneous Speaking Handbook for rules related to the reference materials participants may bring into the preparation room. Please **NOTE** this significant deviation from the National guidelines:

- Due to the inconsistency of wireless internet access and the lack of wired internet access, participants will not be allowed to use computers, cell phones or other communication devices in preparing their speeches.

Other than the exception noted immediately above, National FFA guidelines for Extemporaneous Speaking will be followed and the National scoring rubric will be used.

***Reminders for Extemporaneous Speaking:***

- Members are not to have any type of electronic communication device on their person at any time during the preparation and presentation portions of the events;
- Members are expected to know their four-digit chapter number;
- Members should be in FFA Official Dress while in the presentation rooms;

230 Linfield Hall  
P. O. Box 172830  
Bozeman, MT 59717-2830

Tel (406) 994-2132  
Fax (406) 994-6696

ageducation.montana.edu

- Advisors/coaches with qualifying speakers who have POTENTIAL conflicts on Wednesday (Parliamentary Procedure, state officer candidate, State Degree recipient) are respectfully encouraged to let the event superintendents know of such potential conflicts ASAP.

Event Superintendents:

Saralyn Standley: 406-493-8770, saralynstandley@gmail.com

Jo Doolittle: 530-524-4274, jodoolittle17@gmail.com

Molly Yurdana: 530-613-9908, molly.yurdana@gmail.com



## **2021 FBM CDE**

Thank you for your flexibility and understanding of the changes made to this contest for 2021. This message outlines the format, instructions, and details you need to know for this year's FAM competition.

The 2021 Farm and Agribusiness Management Individual Exam will be conducted entirely online using a free, web-based testing platform. At the end of this message is a link to the exam. Testing will **open on Friday March 19, and will remain open through Tuesday March 23** so they have flexibility to take the test on their own schedule. Once the exam is started, after the student enters their name and chapter, **they will have 2.5 hours (150 minutes) to complete the test in a single sitting** (they can't pause and come back later) and they only get one attempt.

The individual exam will follow roughly the same format as last year: **100 question, multiple-choice test that is broken into five sections**. Any charts, graphs, and tables will appear with questions that require them. Each question is worth 3 points, and ties will be broken based on a predetermined group of questions (the same as always). As mentioned above the test will be limited to 2.5 hours, so make sure there is plenty of time to complete the exam and internet connection is good.

Just as it was last year - the exam will be open-book. What this means is that the student may **use any books, notes, websites, or handouts they would like. However, they are not allowed to consult with anyone else while they are testing.** Please reiterate to your students the importance of honesty in keeping the contest fair and fun. I have no reasonable way to verify they are not consulting with anyone, but have faith that we can still have a fair competition. I will also be looking for trends in answers to discourage the relaying of information between teammates. Additionally, although the test is open-book, students should know that the 2.5 hour testing window does not provide enough time to research every question, so they should be reasonably familiar with FAM concepts.

This year, there will also be a team exam that will be held remotely, prior to state convention. On **Wednesday March 24th**, the team exam will be posted on MAgNet for everyone to view. This will be open-book as well, though I ask that the four students completing the individual exam be the only ones to work on the exam (no advisor help). I also expect that all four students will participate in completing the exam; though I won't have a way to verify this, I hope everyone will do the right thing to keep the competition fair! I'm giving plenty of time for the exam so they should be able to schedule a time to work on it together. **The completed team exam needs to be emailed to me no later than 11:00 PM on Tuesday March 30th.** They can edit the document and send a Microsoft Word attachment, or they can print the document, write answers on the paper, then scan and send me the completed exam. If they send a Word document, I ask that they bold their answers, and if they write on a paper copy, please circle their answers.

The team score will consist of the team exam score plus the four individual exam scores from each chapter. **The lowest four scores will be used**, so please distribute the individual testing link only to the four students you wish to complete the exam, and feel free to share this email with them as well.

Another note: if you have siblings taking the exam, the test is set up to only allow one exam per computer (determined using cookies), so it would be best if they can complete the exam on separate devices.

If you have any questions, comments, or concerns feel free to reach me at [logan.m.standley@gmail.com](mailto:logan.m.standley@gmail.com) or call me at 406-241-1329 (I typically work a 7-5 work day, and may not be able to answer my phone immediately).

Here is the link to the exam:

<https://www.classmarker.com/online-test/start/?quiz=44660398a556900a>

Good Luck!

-Logan

## **MT State Floriculture 2021 Information**

Superintendent: Kristy Rothe, [karothe@gmail.com](mailto:karothe@gmail.com), call or text (920)252-1832

The following rotations will be included in the State Floriculture CDE

- Plant and Equipment ID - 40 items to ID
- 50 question written test that will include;
  - General Knowledge
  - Problem Solving Questions
  - Identifying and Controlling Plant Disorders
- Floral Arrangement
- Potting Young Plants
- Corsage
- Team Problem - The team problem will include candy arrangements.

Students have the option to bring the following items already prepared for the contest. If students are unable to prepare the following items there will be supplies available to complete them at the contest.

### **Each Student can bring;**

- **Jolly Ranchers-** 10 red, 10 blue, 10 green & 10 purple
- **Starburst-** 10 dark red, 10 orange, 10 light pink & 10 yellow

*Candy should be hot glued to the end of 12" bamboo skewers. The candy can be glued in any direction. \*\*See attached picture\*\**

### **Students will need to bring the following**

- Hot Glue gun & Glue sticks
- Pencils
- Clipboard
- Floral cutters/clippers
- Ribbon shears/scissors
- Wire cutters
- Non-programmable calculator
- They may wear an apron or tool belt and may have a towel

Students may not bring extra materials for practicums, they may only use materials that are provided by the CDE hosts.







# 2020 State Food Science & Technology CDE

CONTEST WILL BE HELD FRIDAY MARCH 26<sup>TH</sup> AND SATURDAY MARCH 27<sup>TH</sup>

(Each Chapter Will Be Assigned A Two-Hour Time Slot)

## Contest Format:

Contest will be held in person at the Missoula Agriculture Center. **Masks are required.** One 4 (four) person team per chapter is allowed to compete. Students will remain with their chapter for the entire contest and will not mingle with students from other chapters. Students may use a non-programmable calculator during the contest. All other materials will be supplied.

## Contest Content:

- Team Product Development Project
- Team Safety/Sanitation Evaluation Report
- 40 question written test (Individual)
- 4 Math/problem solving questions (Individual)
- 4 Customer Inquiries (Individual)
- 4 Product Specification Compliance questions (Individual)
- 2 Triangle tests (Individual)
- 2 Aroma ID samples (Individual)

## Scoring:

Written Test	120 points (3 points per question)
Math/Problem solving	20 points (5 points per question)
Customer Inquiries	20 points (2 points - safety/quality, 3 points - concern)
Product Specification	20 points (5 points per question)
Triangle Test	10 points (5 points per triangle test)
Aroma ID	10 Points (5 points per aroma)
<u>Individual Total</u>	<b>200 points</b>
Team Product Development	400 Points
Team Safety & Sanitation	100 Points (80 points report + 20 points teamwork)
<u>Team Total</u>	<b>1300 Points</b>

## Team Tiebreakers:

1. Team Product Development
2. Team Safety/Sanitation
3. Individual Test (Combined scores)

## Individual Tiebreakers:

4. Written Test
5. Food Safety and Quality (Combined Customer Inquiry + Product Specification)
6. Sensory Evaluations (Combined Triangle Test + Aroma ID)

Due to Covid restrictions, teams will not be using real ingredients for the Team Product Development portion. Each team will be given a packet that will contain the Product Development scenario along with a list of ingredient options with prices and nutritional information for each. They will also be given a list of packaging choices along with prices. Each team will be given a poster board and markers which they will use to show what their product will look like including what their product contains, where labels will be placed on the product, and what information will be on each label. They will use these during their team presentation. This year the Category is Meals, the Platform Refrigerated and the Market Retail. Also included in the team packet will be safety and sanitation photos along with a Safety/Sanitation Report Evaluation form. The team will work together to evaluate the photos and complete a safety/sanitation report evaluation that will include observations, degree of concern and recommendations/corrective actions. They will be judged on the report as well as how they worked together as a team during both activities. (I have attached a copy of the form for your information, or it may be found in the FFA National Food Science & Technology Handbook.) All team activities will be done during the first hour of the contest.

To keep with social distancing protocol, team members will be seated in the same area for the individual portion of the contest. Each individual will be given a packet that will include the written test, math/problem solving problems, product specification problems, customer inquiries, two triangle test packages each with three individual samples, and two aroma ID samples. Students will complete the activities in the individual packet during the second hour of competition in any order they choose. During the second hour of competition each team will be called into a separate room to give their 8-minute team presentation followed by a 2-minute question and answer period. This will leave 50 minutes for students to complete individual practicums. **PLEASE LET ME KNOW OF ANY FOOD ALLERGIES BEFORE MARCH 20<sup>TH</sup>.**

### **Contest Materials:**

Content material will be taken from

- *Principles of Food Science* 4<sup>th</sup> edition
- *Food Science and Technology CDE resource material* on the National FFA website <https://www.ffa.org/participate/cdes/food-science-and-technology/>.

\*Addition resource information that may be helpful for the Product Specification portion can be found on the USDA website <https://www.ams.usda.gov/selling-food/product-specs>

Please direct any contest questions to [susanstandleymt@gmail.com](mailto:susanstandleymt@gmail.com) I would be happy to schedule a zoom call with any team or advisor to go over any of the contest areas.

\*\*For any team not able to travel to the contest, there will be an online option where individuals may compete in the written test, math/problem solving, customer inquiries, and product specifications. Online contest March 29<sup>th</sup> 8:00am – 8:00pm. Email me for the link if interested.

# Food Safety Sanitation Report Form

## 80 POINTS

Plant	Date
Location	
Inspection Team Members' State	Team Number
Plant Contact	
Contact Information	

Category	Observation and Concern	Recommendation or Corrective Action
1. General maintenance of physical facilities		
2. Cleaning and sanitizing of equipment and utensils		
3. Storage and handling of clean equipment and utensils		

Category	Observation and Concern	Recommendation or Corrective Action
4. Pest control		
5. Proper use and storage of cleaning compounds, sanitizers, and pesticides		
6. Employee Training		
7. Plant Design		
8. Quality Assurance Assessment		

Inspection Team Representative Signature \_\_\_\_\_

## **2021 Montana State FFA Forestry CDE**

Date: March 26-27

Location: Meet at the Missoula Ag Center

Superintendent: Casey Lunceford

### **Event Format**

- \* Chapter teams will move through the stations together - separate from other chapters.
- \* Each chapter can enter as many participants as they want - the top 4 scorers are the chapter's team.
- \* Groups will complete the test first. After that they will move on at their own pace as a group to complete the rest of the contest.
- \* Identification stations will be photos, descriptions, models or the actual items.

### **General Knowledge Exam:** (100 points)

50 questions: 45 minutes for this section

### **Timber Cruising:** (100 points)

Each participant will measure ten pre-numbered trees on a plot for board foot volume.

The participant must record the DBH (Diameter Breast Height) to the nearest one-inch class and the merchantable height of each tree height rounded down to the nearest ½ log. Volume tables will be provided at the event.

**\* Merchantable height stops are estimated by deducting 10 feet from the very top height of the tree or where a major fork in a tree stem occurs or where a limb has a diameter equal to ½ of the diameter of the tree at that point.** Each participant will be allowed 30 minutes to complete this phase. Thirty points will be given for the correct DBH and thirty points for the correct height. Forty points will be given for the correct volume per acre. Five points will be deducted for each five percent deviation (plus or minus) from the correct measured volume.

### **Tree Identification:** (100 points)

25 samples (live, pressed, or photos) of trees from the attached list of Montana trees.

### **Equipment Identification:** (100 Points)

See attached list of items



### Map Interpretation (100 Points)

Participants will answer questions using a furnished United States Geological Survey topographic map. The participant should know legal description, recognize topographic map symbols, and understand the meaning of map symbols, size and location of 40 acres or more in a parcel.

Examples:

What is the legal description of the boxed area?

What is the item located at this point?

What is the acreage of the area enclosed?

In what section is the city of Marshall located?

What is the elevation at this point?

### Forest-Tree Disorders (100 Points)

See attached list of disorders.

**Scantron:** Forestry 530-3

### Tree Identification Specimin List

1. Lodgepole Pine (*Pinus contorta*)
2. Ponderosa Pine (*Pinus ponderosa*)
3. Western White Pine (*Pinus monticola*)
4. Whitebarked Pine (*Pinus albicaulis*)
5. Limber Pine (*Pinus flexilis*)
6. Subalpine Larch (*Larix lyallii*)
7. Western Larch (*Larix occidentalis*)
8. Colorado (Blue) Spruce (*Picea pungens*)
9. White Spruce (*Picea glauca*)
10. Engelmann Spruce (*Picea engelmannii*)
11. Douglas-fir (*Pseudotsuga menziesii*)
12. Western Hemlock (*Tsuga heterophylla*)
13. Mountain Hemlock (*Tsuga mertensiana*)
14. Grand Fir (*Abies grandis*)
15. Subalpine Fir (*Abies lasiocarpa*)
16. Western Red Cedar (*Thuja plicata*)
17. Rocky Mountain Juniper (*Juniperus scopulorum*)
18. Pacific Yew (*Taxus brevifolia*)
19. Creeping Juniper (*Juniperus horizontalis*)
20. Community (Common) Juniper (*Juniperus communis*)
21. Utah Juniper (*Juniperus osteosperma*)
22. Peachleaved Willow (*Salix amygdaloides*)
23. Black Cottonwood (*Populus trichocarpa*)
24. Narrowleaved Cottonwood (*Populus angustifolia*)
25. Plains Cottonwood (*Populus deltoides*)
26. Quaking Aspen (*Populus tremuloides*)
27. Water Birch (*Betula occidentalis*)
28. Paper Birch (*Betula papyrifera*)
29. Thinleaved Alder (*Alnus incana*)
30. American Elm (*Ulmus americana*)
31. American Plum (*Prunus americana*)
32. Common Chokecherry (*Prunus virginiana*)
33. Green's Mountain-Ash (*Sorbus scopulina*)
34. Black Hawthorn (*Crataegus douglasii*)
35. Curleaved Mountain Mahogany (*Cercocarpus ledifolius*)
36. Rocky Mountain Maple (*Acer glabrum*)
37. Boxelder (*Acer negundo*)
38. Green Ash (*Fraxinus pennsylvanica*)

### Forestry Tool Identification

1. Altimeter
2. Angle Gauge
3. Ascender
4. Automatic Level
5. Back-pack Fire Pump
6. Bark Gauge
7. Boom Boat
8. Boom Loader
9. Bulldozer
10. Canthook
11. Chainsaw
12. Chainsaw Chaps
13. Choker Cable
14. Climbing Gaffs
15. Climbing Helmet
16. Clinometer
17. Corks
18. Crosscut Saw
19. Data Recorder
20. Densiometer
21. Diameter Tape
22. Dot Grid
23. Draw Knife
24. Drip Torch
25. Endloader
26. Feller Buncher
27. Felling Wedge
28. Fiberglass Measuring Tape
29. Field Microscope
30. Fire Rake
31. Fire Shelter
32. Fire Weather Kit
33. Fire-Swatter
34. Flow/current Meter
35. Front End Loader
36. GPS Receiver
37. Hand Compass
38. Hand Lens
39. Harvester / Processor
40. Hatchet
41. Hip Chain
42. Hypo-Hatchet
43. Increment Borer
44. Jacob Staff
45. Log Rule
46. Logger's Tape
47. Lumber/Timber Crayon
48. Maul
49. Peavy
50. pH Meter
51. Pike Pole
52. Planimeter
53. Plant Press
54. Plastic Flagging
55. Pole Saw
56. Pruning Saw
57. Pulaski Forester Axe
58. Relaskop
59. Safety Glasses
60. Safety Hard Hat
61. Scandinavian Forest Axe
62. Secci Disk
63. Self Loading Logging Truck
64. Skyline Machine
65. Soil Sampler
66. Soil Test Kit
67. Staff Compass
68. Stereoscope
69. Survey Instrument
70. Tally Book
71. Tally Meter
72. Timber Tongs
73. Tree Caliper
74. Tree Harvester
75. Tree Marking Gun
76. Tree Planting Hoe or Bar
77. Tree Skidder
78. Tree Stick
79. Water Sampler
80. Water Test Kit
81. Wedge Prism
82. Wheeler Caliper

Tree / Forest Disorders:

1. Air Pollution
2. Animal Damage
3. Aphids
4. Butt Rot / Heart Rot
5. Canker
6. Chemical Damage
7. Cicada
8. Climatic Injuries
9. Damping Off
10. Douglas Fir Beetle
11. Douglas Fir Tussock Moth
12. Fire Damage
13. Girdling Root
14. Gypsy Moth
15. Leaf Spot
16. Lightning Damage
17. Mistletoe
18. Mountain Pine Beetle
19. Mechanical Damage
20. Needle Cast
21. Nematode
22. Rust
23. Sawfly
24. Spider Mite
25. Spruce Beetle
26. Spruce Budworm
27. Sunscald
28. Tent Caterpillar
29. Tree Scale
30. Wet wood / Slime Flux
31. Wood Borer

2021 State Horse Judging  
Cindy Arnott Host

March 26, 2021  
5C Arena  
Corvallis, MT  
5:30pm

- Two teams per district
- 4 members per team
- All 4 Scores count

Contest Structure:

- 6-8 classes (50 pts each)
- 2 sets of reasons (100 pts each)
- ID test (breeds, markings, colors, tack) (50 pts)
- Team Problem Solving activity (100 pts)

The Team Problem Solving Activity will be sent to qualifying teams on March 19, 2021. Teams will complete the activity and submit a digital presentation by March 25, 2021 at 5pm. More details will be included in the letter to qualifying teams.

Other Notes

- FFA members may bring blank pattern sheets to the contest
- Patterns will be posted prior to each class where applicable
- Tack and apparel will be judged as legal. Proper use of tack should be considered when placing classes barring other directions from the official judge. For example; using two hands on a shank bit should be penalized in placing a rider unless the judge tells us to judge the hands as legal.
- Questions may be asked after reasons
- Students should bring a clipboard and pencil with them

## **Montana FFA State Livestock Evaluation CDE - 2021**

**Location & Time:** The event will be held **Thursday, April 8<sup>th</sup> at the Miller's Horse Palace between Laurel and Billings (7215 Mossmain Ln, Billings, MT 59106).** Contestants need to be at the staging area by 8:30 a.m. Directions will begin at 8:45 a.m. and the event will begin at 9:00 a.m.

**Registration: 8:00 – 8:30 a.m. at the Horse Palace. Scantron forms will be distributed at this time.**

**All contestants must know their Chapter number and have a clipboard and #2 pencil! In addition, please come wearing a mask!!!** All teams must be in Good Standing with the Association!

**Purpose:** To stimulate student involvement in developing decision-making skills, oral presentations, interpreting performance records and general knowledge of the livestock industry.

**Format:** The state event will follow the format and guidelines as provided in the current Montana Awards & Activities Guide and the National FFA CDE Handbook.

Teams will be comprised of four contestants. Individual scores will include the written exam, judging classes, oral reasons, and a keep/cull class. Classes may consist of beef, sheep, swine, and meat goats. All four individual scores will determine total team score.

There will **NOT** be a **“TEAM TEST”** class this year.

### **Special Instructions:**

**\*\*Modifications of the National FFA Guidelines for the Livestock Evaluation CDE are as follows:**

Each class rotation of the judging portion will be 10 minutes long.

- Only 3 sets of reasons.
- Only one keep/cull class
- NO TEAM TEST

**Official dress** is required to be worn during the contest.

**Conflicts:** If you have a member who is in another contest that morning, please contact Kira Jerke (406-951-4878 or [kajerke@hotmail.com](mailto:kajerke@hotmail.com)) or Jamie Lannen (406-223-2110). We can fast track them through the contest.

**\*\*No advisors or chaperones will be allowed in the judging arena after the nine o'clock start time.**

## Meats CDE

Here is some valuable Meats contest info that you can share with your student.

### **30 retail ID (300 points):**

Identification will lean heavy on pork and lamb. Beef cuts will likely be from grass fed beef. Expect less marbling and slightly smaller sized portions from the beef.

### **Quality and Yield grading (100 points):**

5 of each. Similar to past years.

### **Test (100 points):**

All questions built from the CEV Meat Science power point. Past national meat tests are a great place for study material.

### **Judging (250 points):**

Two retail classes and two wholesale classes with questions- NO REASONS.

#### **JUDGING TIPS-**

Hog Carcass- place on leanness first then muscle second followed by eye appeal.

Pork loins, whole hams or pork shoulders- place on cutability first, then muscle second followed by eye appeal, meat quality (PSE), and properly cut by butcher (edges must be clean and square- especially on pork loins).

Sausage- Place on portion uniformity (very important) then it must be void of blemishes, then consistency within the casing.

Beef Rib Steaks- The steak must grade at least low choice first, then on cutability, continuous muscle, followed by eye appeal.

All cuts will be vacuum sealed to maintain consistency through time.

### **Team Problem (400 points per team):**

Team problem will involve selecting proper retail cuts for 10 specific meal occasions.

CHEATERS WILL BE DISQUALIFIED.



March 8<sup>th</sup>, 2021

TO: Montana FFA Advisors  
RE: Montana FFA State Parliamentary Procedure LDE  
FROM: 2021 Parliamentary Procedure LDE Superintendents

We look forward to seeing the 16 qualifying teams for the Montana FFA State Parliamentary Procedure LDE in just a few short weeks.

The exam portion of the contest this year will be a virtual exam. This exam will consist of a 25 question multiple choice portion and a 5 question open-book research portion. The exam will open on JudgingCard.com at **12 noon Monday, March 29 and close 5:00 PM Tuesday, March 30**; please plan accordingly. Once the students log into JudgingCard, they will have **1 hour** to complete the entire exam. As noted in the Montana CDE/LDE guidelines, only the multiple choice portion of the exam will be used in seeding teams for the floor exercise portion of the LDE. For the open-book portion, each team member must have access to her/his own copy of RRONR 12<sup>th</sup> Edition; individuals will not be allowed to share books. It is **encouraged** that each team takes the exam at the same time with the advisor serving as an exam proctor. **Team members are not allowed to discuss the exam with one another.**

Online exam instructions will be sent out by Monday, March 29<sup>th</sup>.

Each team's averaged exam scores will be used to determine room placement for the preliminary floor exercise rounds. We will send each advisor the room placement and presentation order on Wednesday, March 31 to assist in making travel arrangements.

There will be a mandatory judge meeting at **1:30 PM on Wednesday April 7<sup>th</sup> in the Madison Room of the Billings Hotel & Convention Center** to go over scoring, rules, etc. Judges will be advisors who bring a team to compete. If an advisor of a competing team is unable to judge, they must bring a qualified substitute.

The preliminary floor exercise round is scheduled to begin at **2:30 PM on Wednesday, April 7<sup>th</sup>**. All teams will gather in the **Madison Room** for holding until called into the judging rooms. There will not be a semi-final round for the LDE this year.

The announcement of teams qualifying for the final floor exercise round will be posted outside the **Madison Room**. The finals round will begin at **5:00 PM Wednesday, April 7<sup>th</sup> in the Gallatin Room in the Billings Hotel and Convention Center**. **Team members should check in with event officials in the Madison Room no later than 4:45 PM.**

Reminders:

- Members are not to have any type of electronic communication device on their person at any time during the exam, while in a holding room or during a floor exercise; (cont'd.)

230 Linfield Hall  
P. O. Box 172830  
Bozeman, MT 59717-2830

Tel (406) 994-2132  
Fax (406) 994-6696

[montana.edu/agtecheducation/](http://montana.edu/agtecheducation/)



- Members are expected to know their four-digit chapter number and place that on the e-scansheet;
- Members should be in FFA Official Dress for the floor exercise rounds;
- **Advisors/coaches with team members who have POTENTIAL conflicts on Wednesday (Extemporaneous Speaking, state officer candidate/interviews, State Degree ceremony) are respectfully encouraged to let the event officials know of such potential conflicts ASAP.**

Rules, Changes, and Variations:

1. The National rules (2017-2021) include these notable changes;
  - a. The floor exercise presentation is now timed at 11 minutes; a deduction of two points/second over 11 minutes will be assessed.
  - b. The list of permissible motions includes a new Incidental motion – Request for Information.
  - c. The top four discussions per member will be tabulated in the presentation score; each discussion may garner a maximum of 20 points, but each member can earn no more than 60 points for discussion.
  - d. Each member can earn up to 96 points for completing her/his required motion, additional motions, discussion and the targeted question of the assigned motion. The presiding officer can earn up to 100 pts individually (see attached Form 2 Score sheet).
  - e. Team Effect can earn up to 20 pts
  - f. Judges will have three minutes to ask clarifying questions related to the team's demonstration that may impact other aspects of team demonstration scores. This round of questioning is not scored separately.
2. Montana exceptions to the National rules:
  - a. There will be no individual practicum for minutes and individual records.
  - b. There will be no team problem solving practicum.
  - c. Seeding of teams will be based only on the multiple choice exam questions.
  - d. The exam will be worth a total of 120 points (25 multiple choice questions at 4 points each and five open-book research questions at 5 points each).

If there are any questions, please reach out to LDE Superintendents:

**Andrew Ferrat** – (406) 949-1062; [ffaandrewf@gmail.com](mailto:ffaandrewf@gmail.com)

**Haley Pfefferkorn** – (541) 620-2585; [haley.jane.pfefferkorn@gmail.com](mailto:haley.jane.pfefferkorn@gmail.com)



March 8, 2021

TO: Montana FFA Advisors

RE: Montana FFA State Prepared Speaking LDE

We trust your preparations for the 2021 Montana FFA State Convention are moving ahead successfully. We are diligently working to prepare and implement exemplary events for Prepared Speaking.

***Prepared Public Speaking LDE:***

Prepared Public Speaking will take place ONLY ONLINE. State qualifiers in Prepared Speaking are expected to **submit their speech manuscript as a PDF file to the manuscript folder on Box.com**

(<https://app.box.com/s/ulnj6gis9ocylfuxfohyihnkgp1t0gfz>) by **no later than March 22**. Please label this file with chapter name, member last name and first initial, in that order.

Participants will submit a video of them presenting their speech and it will be completed all asynchronously. They will be expected to be in Official Dress and stay within the 6-8 minute time limit. **Videos should be submitted in MP4 format to the video folder, using the same link as above and no later than March 22**. Please label this file with chapter name, member last name and first initial, in that order. If your district qualifying event is after March 22, please contact Dr. Igo (406.994.3693 or [cigo@montana.edu](mailto:cigo@montana.edu)) to make arrangements to submit the manuscript. Manuscripts NOT submitted as PDF files may lose some of the essential formatting when opened for duplication.

Manuscript requirements (per National FFA guidelines) include:

- Formatted to 8.5X11" double spaced with a 1" margin;
- Cover page including the speech title, participant's name, chapter, and year;
- Font size must be 12-pt using a serif (Times New Roman, Cambria, etc.) or a sans serif font (Arial, Calibri, etc.);
- Follow most current APA style guide for developing reference list and in-text citations;
- Submitted in PDF format to manuscript folder of Box.
- Manuscripts not meeting these guidelines will be penalized.

Manuscripts and videos will be judged the week of March 24-30th. **There will be no question portion** due to the virtual format of the contest. Results will be announced on April 10<sup>th</sup> at State Convention in Billings.

National FFA guidelines for Prepared Speaking will be followed and the National scoring rubrics for manuscript and presentation will be used, with the question portion being omitted.

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Fax (406) 994-6696

[ageducation.montana.edu](http://ageducation.montana.edu)

**Reminders for Prepared Speaking:**

- Members are not to have any type of electronic communication device on their person at any time during the presentation portions of the events.
- Members are permitted to use note cards if needed, however a deduction could be incurred if it is deemed distracting by judges.
- Members should be in FFA Official Dress in their submitted videos.

**Event Superintendents:**

Saralyn Standley: 406-493-8770, saralynstandley@gmail.com

Jo Doolittle: 530-524-4274, jodoolittle17@gmail.com

Molly Yurdana: 530-613-9908, molly.yurdana@gmail.com

## **State Star Greenhand**

### **PURPOSE:**

To recognize the outstanding freshman or sophomore FFA member who is enrolled in agricultural education for the first time, and to encourage them to strive for greater achievements in the FFA organization.

*The chapter's most active first year member who has a strong supervised agriculture experience (SAE) program and has demonstrated leadership should be selected to win the Star Greenhand medal each year.*

### **ELIGIBILITY:**

Any freshman (or sophomore) student who is enrolled in a beginning agricultural education class for the first time is eligible to compete. To be eligible for this event at the state level, the student must have received the District Star Greenhand Award and be a member of a chapter in "good standing." Chapters must have paid the CDE participatory fee to the Montana FFA Association for the current year.

### **AWARDS:**

Each district winner will receive a certificate at the State FFA Convention and a monetary award. The state winner will receive a plaque, a belt buckle and a scholarship, provided by the Montana FFA Foundation. Just the Star State Greenhand will be announced during the awards ceremony at the State FFA Convention. All others will place second.

### **PROCEDURE:**

A Star Greenhand will be selected at the chapter level to compete at district. Each District is entitled to submit one contestant to compete at the State Convention. The winner will be determined on the basis of the candidate's:

1. Supervised agricultural experience (SAE) program
2. Knowledge of agriculture and the FFA
3. Leadership potential
4. Scholarship
5. Leadership activities in FFA and other organizations
6. Poise
7. Speaking ability
8. Recitation of the FFA Creed

. The candidate's complete record book must be available for review along with their report card or transcript of grades. Please turn in the complete record book at the registration desk when registering for the State FFA Convention.

### **JUDGING:**

The State Star Greenhand will be selected at the State FFA Convention by a committee of three judges. The judges will rank the candidates based on their grand total points. Judges should not confer until after ranking candidates. Ties will be broken based on the greatest number of low ranks. Candidates' low ranks will be counted, and the candidate with the greatest number of low ranks will be declared the winner. If a tie still exists, then the candidates' raw scores will be totaled. The candidate with the greatest total of raw points will be declared the winner.

The following guide and scorecard are to be used for local, district and state competition.

## Greenhand Guide

### Supervised Agricultural Experience TOTAL 400

- A. Scope of SAE (100)
- B. Long-Time Plan in FFA and their SAE (100)
- C. Knowledge of Agriculture (100)
- D. Complete record book printed from The Ag Experience Tracker ([www.theaet.com](http://www.theaet.com)) which may also include: (100)
  - 1. Two pages of support material which may be recommendations, newspaper clippings, breed membership certificates, awards, etc.
  - 2. Photographs included are limited to 6 total pictures with captions. Candidates should follow the format used in the Proficiency award application by uploading pictures into the Portfolio of The Ag Experience Tracker ([www.theaet.com](http://www.theaet.com)) and accessing the Proficiency Application under the Application Manager.
  - 3. All records may begin no sooner than June 1 of their first year in High School.
    - a. Complete record book, printed from [www.theaet.com](http://www.theaet.com), should include (depending on if the project is an Entrepreneurship, Placement, or other SAE): Budget; Beginning and ending inventory as of application; SAE plan and goals; Income and expenses; FFA activities, school and community activities; and hours worked, paid and unpaid. It may also include class journal entries. The record book should be downloaded in DOC format and any records prior to June 1<sup>st</sup> of the start of the candidate's freshman year should be deleted prior to printing.

### Knowledge of FFA and Agriculture Education TOTAL 250

- A. Knowledge of FFA & Ag-Ed (50)
- B. Written Test- may include questions from Ag Leadership (FFA, Parliamentary Procedure), Ag Mechanics, Ag Science (Plant and Animal), and Ag Management (SAE, Agribusiness). References may be the FFA Student Handbook, Official FFA Manual, Ag-Ed curriculum from MSU department of Ag and Tech Education and any approved reference suggested by the State FFA Advisor (200)

### Leadership TOTAL 350

- A. General Appearance - must be wearing official FFA dress (50)
- B. Scholarship – include a transcript or copy of latest report card. (50)
- C. Leadership Activities, FFA (75)
- D. Leadership Activities, Other (25)
- E. Creed (100)
- F. Poise (25)
- G. Speaking Ability (25)

GRAND TOTAL 1000

### Minimum Qualifications

- A. Enrolled in freshman Ag-Ed class during this current school year?
- B. Has FFA membership card, current year, in possession?
- C. Has transcript or report card of grades for last grading period previous to present date?
- D. Has project record book for current year and it is up to date?
- E. Satisfactorily recite the FFA Creed?
- F. Wearing official dress?
- G. Well-groomed?

# Star Greenhand Evaluation Form

Supervised  
Ag Experience

Name:  
Chapter:

Scope of SAE	100 pts								
Long Term Plans	100 pts								
Knowledge	100 pts								
Record Book	100 pts								
Points possible	400 pts								

Knowledge of FFA  
and Agricultural Education

Knowledge of FFA& Ag Ed	50 pts								
Written Test	200 pts								
Points possible	250 pts								

Leadership

General Appearance	50 pts								
Scholarship	50 pts								
Leadership Activities, FFA	75 pts								
Leadership Activities, Other	25 pts								
Poise	25 pts								
Speaking Ability	25 pts								
Creed	100 pts								
Points possible	350 pts								

Grand Total	1000 pts								
Overall Rank									

Minimum Qualifications

- Enrolled in freshman Ag-Ed class during this current school year?
- Has FFA membership card, current year, in possession?
- Has transcript or report card of grades for last grading period previous to present date?
- Has project record book for current year and it is up to date?
- Satisfactorily recite the FFA Creed?
- Wearing official dress?
- Well-groomed?

## Veterinary Science

Here is some useful info for the vet contest

### Written Test (100 points)

40 multiple choice questions from past national Vet Science exams. Plus 10 math questions

### Identification (100 points)

30 parasites, tools and breeds taken from national list. Word bank provided at contest.

### Team Problem (400 points)

Veterinarian: administration of vaccines, evaluate health of lamb

Veterinary Assistant: Assist with medications, collect vitals (temp/br/hr)

Veterinary Technician: Catch, restrain, halter and properly handle lamb

Clerk: record all information necessary and calculate records and compute genetic information

### Practicums (240 points)

There will be three animal handling and 3 clinical practicums.

Intramuscular injection

Subcutaneous injection

Surgical site prep

Apply a cat muzzle

Restrain a cat for jugular venipuncture

place a tail tie

contact me if you have any questions

Thanks, Tom Andres

## Veterinary Science CDE Team Problem (100 points)

The team problem will play out like this: There will be a team of four students from the same chapter that will go into the barn to process a lamb. The group will have a pen of lambs assigned to them and they must catch one of the lamb, properly record the lamb on the medical form by the ear tag and sex the lamb. They must then record vital signs, administer medication, evaluate the health and calculate herd records. Each Student will have a specific title and perform a specific task during the activity.

### **Team members:**

**Medical Records Administrator:** This student will record all medical record including animal identification, vitals, and procedural work provided to her/him from the medical team. The Medical Records Administrator will also calculate records and a genetic problem.

**Veterinary technician:** This student will properly perform all of the animal handling procedures for the activity. She will catch the lamb, restrain it for vital sign collection and restrain it for administration of medication.

**Veterinary Assistant:** This student will collect all vital signs including temperature, breathing rate and heart rate. They will also assist the veterinarian during medicine administration.

**Veterinarian:** This student will prepare and administer the subcutaneous injection and prep the sight. She/he will also evaluate the patient and record general health and mark the lamb with a grease pen upon completion.



Veterinary Science  
Team Problem

**Veterinary Technician**

Participant names:

Chapter:

Criteria	Points possible	Points earned
1. The student catches the lamb deliberately and properly halters it	10	
2. The student secures the lamb on the ground to collect vital sign data	3	
3. The student secures the lamb in the supine position for administering vaccination. One arm running along the spine with back legs pressed against the body and one hand around the neck.	8	
4. The student allows the veterinarian to evaluate the lamb's health and then properly releases the lamb into the pen.	4	
Total points	25	

Team Problem

**Veterinary Assistant**

Participant names:

Chapter:

Criteria	Points possible	Points earned
1. Student collects breathing rate and provides information to the Records Administrator for calculations	5	
2. Student collects heart rate and provides information to Records Administrator for calculations.	5	
3. Student approaches lamb gently, using a lubed rectal thermometer, takes the temperature of lamb and provides information to Records Administrator	8	
4. Student assists veterinarian with her/his procedural work.	7	
Total points	25	

Veterinary Science  
Team Problem

**Veterinarian**

Participant names:

Chapter:

Criteria	Points possible	Points earned
1. The student swabs the rubber stopper on the bottle. And fills the syringe to the proper level and recaps the needle.	3	
2. The students lightly abducts the front leg to expose the axilla and swabs it clean with alcohol.	5	
3. The student directs the needle through the skin, aspirates the plunger; if no blood is noted, injects the vaccine slowly. Removes the needle while pressing an alcohol swab over the injection sight and then places the syringe in the sharps container	10	
5. The student evaluates the lamb for injury or infection, evaluates body condition and vigor and relays that information to the Record Administrator	5	
6. The student marks the lamb with the livestock marker and terminates the activity	2	
Total points	25	

### Medical Records Administrator

Participant names:

Chapter:

Student is to fill out form the hand to the judge for grading

Criteria	Points possible	Points earned
1. Patient information: (2 pt for each)  Ear tag information _____ Sex _____	4	
2. Vitals: (2 pt each) Heart rate _____ respiratory rate _____  Temperature _____	6	
3. Medical records (2 pts each): Type of vaccine _____ Date: _____ purpose _____ Withdraw period _____	6	
4. Health evaluation (3pts ) _____ _____ _____	3	
5. From the pen card determine: (2pts each)  Probability of lamb having a Spider Lamb gene _____  Average daily gain of this lamb _____	6	
Total points	25	

## 2021 Montana FFA State Agricultural Sales CDE

**Date:** April 8<sup>th</sup>, 2021

**Time:** 1:00-5:00pm

**Location:** Billings Convention Center, Ballroom

**Purpose of the Agricultural Sales CDE:** To evaluate and demonstrate skills that are essential for an individual to be successful in the agricultural sales career.

The State Agricultural Sales CDE will be held in person at the Billings Convention Center. We will be enforcing the guidelines set forth by the Montana FFA State Convention Health Action Plan to ensure safety of the participants. We will be minimizing the number of members allowed into the contest at a time. A schedule of team order will be sent out on Magnet by **April 2<sup>nd</sup>** and posted outside the Ballroom on **April 7<sup>th</sup>**.

The first four teams will be admitted and begin with the individual written exam. After the exam, members will move into the team activity where they will present to two judges. Once teams complete this portion, they will be broken into their individual sales activity and present to two judges. Participants will be allowed to leave the contest once they are finished.

The written exam (100 pts per team member for a total team score of 400 pts) will be 25 questions from the pre-approved question list and participants will have 30 minutes to complete. The team activity (150 points) and individual sales activity (150 points per team member for a total team score of 600 pts) will be based on the John Deere RDO Equipment sheet. Teams will have 15 minutes for team preparation and 15 minutes for team presentation and judges' questions for a total of 30 minutes. Individuals will then have five minutes for preparation and 20 minutes for the sales activity for a total of 25 minutes. We will be utilizing the National FFA rubrics for the team and individual sales presentations as well as the tie breaker rules.

### Event Rules:

- The team will be composed of four students, and all four individual scores will count toward the team total.
- It is highly recommended that participants wear FFA Official Dress for this event.
- Any participant in possession of an electronic device in the event area is subject to disqualification.
- Business cards are not permitted and will not contribute to the individual or team scores.

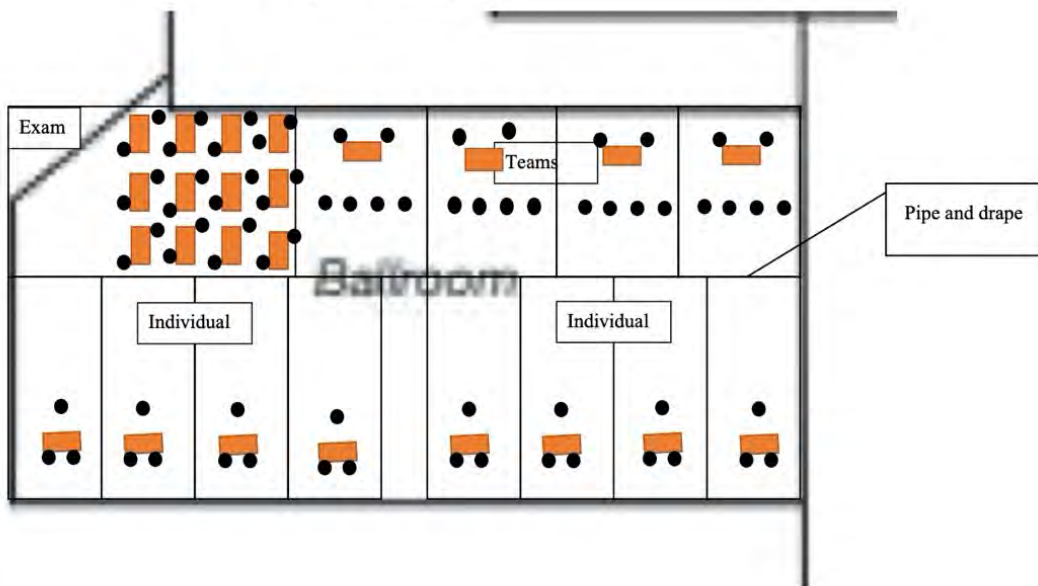
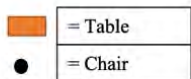
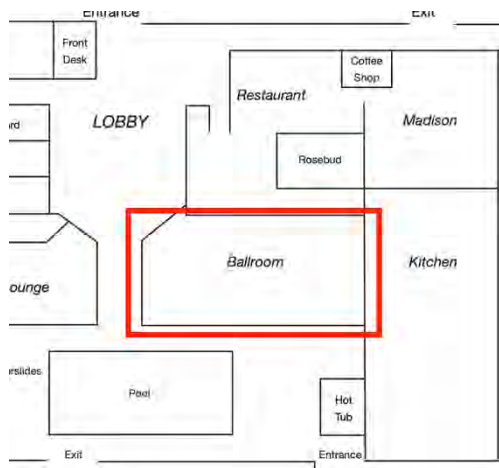
### Event Superintendents:

Meghan Bruner, [meghanbruner21@gmail.com](mailto:meghanbruner21@gmail.com)

Brock Reiner, [bwreiner1997@gmail.com](mailto:bwreiner1997@gmail.com)

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## Event Layout:



# RDO Equipment

8571 Running W Road

(406) 549-4171

Cpalacios@rdoequipment.com

Missoula, Montana 59808

Item #	Description	Price
120R Loader	Front end loader for 1023E, 1025R, and 2025R tracotrs	Starting Price: \$3,750
220R Loader	Front end loader for 2032R and 2038R tracotrs	Starting Price: \$4,300
300E Loader	Front end loader for 3D and 3E tractors	Starting Price: \$4,750
320R Loader	Front end loader for 3R tractors	Starting Price: \$5,650
400E Loader	Front end loader for 4M tractors	Starting Price: \$5,800
440R Loader	Front end loader for 4R tractors	Starting Price: \$6,500
AP10	36" Pallet forks for 100, 200, and 300 loaders	Starting Price: \$700
AP11	42" Pallet forks for 100, 200, and 300 Loaders	Starting Price: \$900
AP 12	Fixed Pallet forks for 200, 300, and 400 loaders	Starting Price: \$1,150
AB11	Bale spears for 300 and 400 loaders	Starting Price: \$600
AR10 (G)	55" Rock Bucket for 300 and 400 loaders	Starting Price: \$3,200
AR10 (E)	66" Rock Bucket for 300 and 400 loader	Starting Price: \$2,600
AD11 (H)	60" Debris Grapple for 300 and 400 loader	Starting Price: \$3,850
AD11 (E)	72" Debris Grapple for 300 and 400 Loader	Starting Price: \$4,150
AY11 (F)	53" 4 in 1 Bucket for 100, 200, and 300E loaders	Starting Price: \$2,150
AY11 (H)	60" 4 in 1 Bucket for 320R and 400 loaders	Starting Price: \$2,900
AY11 (E)	72" 4 in 1 Bucket for 400 loaders	Starting Price: \$3,100

320R Loader	Front end loader for 3R tractors	Starting Price: \$5,650
SW2160	60" Rotary Broom for a 300 Loader	Starting Price: \$14,500
SW2172	72" Rotary Broom for a 300 and 400 Loader	Starting Price: \$14,750
SW2184	84" Rotary Broom for a 400 Loader	Starting Price: \$15,500
54D	54" Mower Deck for 1025R and 2025R Tractors	Starting Price: \$1,900
60D	60" Mower Deck for 1R, 2R, and 3R Tractors	Starting Price: \$2,000
72D	72" Mower Deck for 2R Large Frame and 3R Tractors	Starting Price: \$3,000
54SB	54" Snow Blower for 1025R and 2025R Tractors, Front Mount only	Starting Price: \$2,650
59SB	59" Snow Blower for 2R Large Frame and 3R Tractors, Front Mount only	Starting Price: \$4,500
SB1148	48" Snow Blower Rear Mount only (16 - 35 PTO HP)	Starting Price: \$2,900
SB1154	54" Snow Blower Rear Mount Only (16 - 35 PTO HP)	Starting Price: \$3,200
SB1164	64" Snow Blower Rear Mount Only (20 - 50 PTO HP)	Starting Price: \$3,300
SB1174	74" Snow Blower Rear Mount Only (35 - 50 PTO HP)	Starting Price: \$4,150
SB1184	84" Snow Blower Rear Mount Only (35 - 90 PTO HP)	Starting Price: \$5,750
SB1194	94" Snow Blower Rear Mount Only (35 - 90 PTO HP)	Starting Price: \$6,000
RT3042	42" Rotary Tiller (15 - 35 PTO HP)	Starting Price: \$1,950
RT3062	62" Rotary Tiller (24 - 60 PTO HP)	Starting Price: \$2,550
RT3073	73" Rotary Tiller (30 - 60 PTO HP)	Starting Price: \$2,900
PHD100	36" Post Hole Digger (6" - 12" Diameter) (15 - 25 PTO HP)	Starting Price: \$1,500
PHD200	36" Post Hole Digger (6" - 12" Diameter) (18 - 40 PTO HP)	Starting Price: \$1,650



320R Loader	Front end loader for 3R tractors	Starting Price: \$5,650
PHD300	36" Post Hole Digger (6" - 30" Diameter) (18 - 50 PTO HP)	Starting Price: \$1,900
PHD400	36" Post Hole Digger (6" - 30" Diameter) (40 - 90 PTO HP)	Starting Price: \$2,200
25A	25A Flail Mower with Heavy Duty Roller and 9 In. Offset (30 - 45 PTO HP)	Starting Price: \$5,750
RB2060	60" Rear Blade (19 - 45 Engine HP)	Starting Price: \$800
RB2072	72" Rear Blade (19 - 45 Engine HP)	Starting Price: \$850
RB2084	84" Rear Blade (19 - 45 Engine HP)	Starting Price: \$950
BB2048	48" Box Blade (25 Max Engine HP)	Starting Price: \$1,100
BB2060	60" Box Blade (25 Max Engine HP)	Starting Price: \$1,200
BB2065	65" Box Blade (25 Max Engine HP)	Starting Price: \$1,300
BB2072	72" Box Blade (25 Max Engine HP)	Starting Price: \$1,400
SB3106	5' 9" Sickle Blade (25 - 50 Engine HP)	Starting Price: \$5,200
SB3107	6' 9" Sickle Blade (25 - 50 Engine HP)	Starting Price: \$5,400
SB3108	7' 8" Sickle Blade (25 - 50 Engine HP)	Starting Price: \$5,650
260B	Backhoe for 1 Series and 2025R Tractors	Starting Price: \$6,500
270B	Backhoe for 2R Large Frame Series Tractors	Starting Price: \$9,100
370B	Backhoe for 3E Series Tractors	Starting Price: \$8,400
375A	Backhoe for 3R Series Tractors	Starting Price: \$9,950
485A	Backhoe for 4 Series Tractors	Starting Price: \$11,400

320R Loader	Front end loader for 3R tractors	Starting Price: \$5,650
<b>1 Series Tractors</b>		Engine HP: 23 - 25 PTO HP: 14 - 18
<b>2 Series Tractors</b>		Engine HP: 25 - 38 PTO HP: 17 - 30
<b>3 Series Tractors</b>		Engine HP: 25 - 46 PTO HP: 20 - 36
<b>4 Series Tractors</b>		Engine HP: 44 - 66 PTO HP: 33 - 58