

**2024-2025**  
**Montgomery ISD**  
**Agriculture Science Project Center**  
**Rules, Fees and Guidelines Agreement**

The purpose of the MISD Agriculture Science Project Center is to provide an extension to classroom instruction and maximize learning for FFA members who utilize the facility for their Supervised Agricultural Experience Programs (SAEP).

In order for all parties to best utilize the Project Center there are rules and guidelines which must be observed and complied with. To ensure compliance, agricultural science teachers will monitor and manage the facility.

***Directions for Agriculture Science Rules, Fees and Guidelines Agreement***

1. Read the entire agreement completely for comprehension;
2. Completely fill out the cover sheet;
3. Sign and date the Facility Usage Agreement on last page; and
4. Turn in the signed facility agreement, cover sheet, and usage fee to your Ag teacher.

**\*Student will receive a copy of the completed agreement\***

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

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

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

Home Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Emergency Contact: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

## ALL PARTICIPANTS MUST COMPLY WITH THE FOLLOWING CRITERIA

### 1. Scope

The Agriculture Science Project Center is a part of the Montgomery ISD and therefore, all rules and regulations found in the student handbook and code of conduct apply.

### 2. Liability disclaimer

Neither Montgomery ISD, its employees, volunteers, nor the FFA are responsible for damage or loss to personal property, injury of members, animal projects, guests, or family of participants.

### 3. Eligibility

Only FFA and Jr. FFA members paid and in good standing may utilize the agriculture facility. High school FFA members rank 1<sup>st</sup> in precedence. All projects housed at the Project Center must be exhibited under Montgomery FFA or Lake Creek FFA.

### 4. Guests

Family may accompany the student at the project center. If additional guests are present, they must be supervised by the members' parent. Prior notice must be given to the Ag Teacher of that species. If there is an unapproved guest at the facility, they are to remain IN THE VEHICLE and shall NOT be inside the barn. This includes but is not limited to: breeders, fitters, and others hired to assist with projects unless prior approval from the Ag teacher.

### 5. Sequence of Events

A student must do the following things **PRIOR TO** bringing any animal onto the project center grounds:

- a. Obtain permission from an agriculture science teacher
- b. Attend a meeting with their parent/guardian and agriculture teacher
- c. Read, understand and sign the facility agreement
- d. Pay all relevant fees in advance

### 6. Facility Hours

Gates and doors are to remain closed and locked at all times. Students are able to access the project center 365 days a year from 5:00 a.m. until 10:00 p.m. No authorized personnel shall feed or be at the facility for any reason during hours of non-operation without permission from an agriculture teacher or school administrator.

### 7. Access Cards

One yearly gate access pass will be issued to each exhibitor when the signed barn agreement and fee is received. Additional yearly access passes, limited to 2 per exhibitor, are available for \$10.00. At the conclusion of the show season, all access cards will be returned to the teacher and will be deactivated. Access cards will remain the property of Montgomery ISD and are to be considered a privilege to access the facility. Any lost cards needing replaced, will cost \$10 and the lost card will be deactivated before a new one is issued.

### 8. Animal purchase costs

The exhibitor is responsible for the initial cost of the animal as well as all expenses incurred while feeding, caring for and exhibiting the animal during the feeding period. This includes any major medical expenses (example: surgery, specific vet bills, etc).

### 9. Care of the animal(s)

The exhibitor is responsible for the proper care of his/her animal(s). This includes adequate nutrition and hydration for proper growth, the show ring development of the animal, cleaning the pen(s) and surrounding, and cleaning the respective areas of the project center. Animals are to be washed in designated areas only. No person is to feed another person's animal, unless doing so as requested, WITH APPROVAL FROM AN AG TEACHER. Any concern about the care, or lack of care, of an animal should be addressed to the proper FFA advisor. An exception to this may be animals: under specific dietary concerns as show dates near and incorrect feeding may influence that specific concern.

Consequences will be:

**1<sup>st</sup> offense: verbal warning to student**

**2<sup>nd</sup> offense: written documentation given by advisor**

**3<sup>rd</sup> offense: Parent/Guardian and Student meeting with advisor and CTE Director**

**4<sup>th</sup> offense: Student will be required to remove animal from the facility**

It is the policy of Montgomery ISD not to discriminate on the basis of race, color, national origin, sex or handicap in its career & technology education programs, services, or activities. Montgomery ISD will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

#### 10. Care of stalls, pens and bedding

The pen is to be maintained with adequate approved bedding. The bedding should be changed on a regular basis to ensure the health and well being of the animal project. All soiled bedding must be promptly and properly disposed of in designated areas, by the dumpster. All wheelbarrows WILL be emptied after each use. Only two hanging fans per pen will be allowed, and no port-a-coolers. No extension cords may be draped across the aisleways or pens, as well as no power strips may be used.

#### 11. Pen Assignments

Students will be assigned pens upon bringing a project into the facility. Animals must reside in assigned pens, unless an agriculture teacher approves a change, prior to moving the animal. Students MAY NOT move, modify, or expand pens for any reason, unless approved by an agriculture teacher. No mechanical, wooden, electrical, metal structures or additions may be made to facilities. ALL items placed in pens must be approved prior to placement and removed immediately after the project is complete. As of May 1<sup>st</sup>, ALL PENS BECOME PROPERTY OF MISD, EVEN IF YOU PLAN TO RETURN. PENS WILL BE REISSUED EACH YEAR. When animal pens become full, students may be asked to double up if they have more than one head of the same species. NO PENS WILL BE RESERVED PRIOR TO THE ANNOUNCED DATE, WHICH WILL BE SENT OUT BY THE AG TEACHERS. High School FFA members rank 1<sup>st</sup> in precedence. No Animals can be brought in the barn until after the final barn clean up date. See number 5 above for the sequence of events.

#### 12. Removal of animals after shows

**The final show is defined as Montgomery County Fair.** The exhibitor is to remove all projects and personal items from the project center no more than 24 hours after the freezer sale otherwise directed by an agriculture teacher. This rule applies to ALL animals, including breeding projects. Breeding projects that extend into another show season must receive permission to remain at the project center.

#### 13. Animal Death

If an animal project dies at the facility, it is the exhibitor's responsibility to remove the carcass within a timely manner of being notified of death. If the carcass is not removed in this timely manner, this service will be provided at the expense of the owner of the animal project.

#### 14. Project responsibility

The animal project is the student's project and responsibility. All animal project management decisions will be made by the student/parent. Agricultural Science Teachers will be available to give recommendations and guidance on feeding, management and care.

#### 15. Student Behavior

Students are expected to act in a mature, professional manner at all times at the project center. This includes wearing school appropriate clothing. The primary responsibility for discipline and supervision lies on the student and his/her parents when the FFA advisor or his/her designee is not present after school hours. Students will be held financially accountable for willful vandalism or destruction of any property. No glass containers are allowed at the project center. Broken glass can cause severe damage to a student or project.

Any activities, which endanger the health or physical well being of students, parents, teachers, visitors or animals, will not be tolerated. The MISD code of conduct will be enforced on an individual basis in conjunction with school and district administrators, and MISD police officers. **Loitering or other activities not directly related to the furtherance of the animal project will not be permitted on school grounds.**

#### 16. Feed and tack areas

- The safety, sanitation and the appearance of the project center are a priority.
- Feed and tack areas are to be clean and free of loose hay and open feed.
- Students may have **one show box for tack in front of their pen** (should not be hindering another student's project in any way). Aisles should be clear; no tack obscuring the aisles allowed.
- Valuables should be brought to and from home. They are not to remain at the project center.

### 17. Turn Out Pens for Cattle

- Large turnout pens are used for **CATTLE ONLY**. There will not be individual turn out pens, exhibitors must share.
- Small turnout pens are used for small animals only.
- No **FEEDING** will be allowed in turn out areas. Water must be provided for animals in turn out pens.
- If modifications are done to turnout pens by anyone but a MISD employee, you will not be reimbursed and any modifications must be changed back to their original state upon leaving the barn.

### 18. Barn clean ups

The appearance of the agriculture facility is a priority; there will be periodic “Barn clean-ups”, which are mandatory for students with animal projects housed at the agriculture facility. Closer to the barn clean-up event, attendance requirements will be distributed by ag teachers. If a student cannot attend for any reason, they are responsible for finding a suitable replacement.

Each student who uses the Project Center is expected to attend all announced work days held at the project center unless prior absence permission is given by the FFA Advisor. If the student cannot come, they are responsible for finding a suitable replacement.

**Students who do not attend project workdays, without prior written notice and approval from an ag teacher, will forfeit their deposit AND privilege of having an animal at the facility in future years.**

### 19. Student eligibility for livestock shows

In order to be eligible to participate in any livestock show as an FFA student, students must meet the following requirements:

- Be a FFA/Jr. FFA member of the Montgomery FFA or Lake Creek FFA Chapter with their dues paid.
- Be passing ALL subjects at the time eligibility is determined per UIL guidelines. If a student is ineligible to show due to grades, the animal is ineligible to show unless eligibility is defined differently at that show.
- Have paid entry fees on time and meet show requirements.
- **If a student is deemed ineligible, that animal must be removed from the barn within 24 hours.**

### 20. Problems and Chain of Command

- Supervising Teacher of that Species
- CTE Director- Amy Vance- amy.vance@misd.org
- Assistant Principal
- Principal

### 21. Terms, Conditions and Consequences

The Agriculture Program reserves the right to remove any animal from the facilities if any one of the following conditions exists:

- Animal Abuse or neglect in any form
- Diseased or infected animals
- Animals that are unsafe to handle
- Students failing to observe rules
- Animals not being fed for show purposes
- Student is no longer involved in the program
- Any animal housed at the project center is not shown under FFA
- Failure to pay pen rent
- Pens **MUST** be kept clean and sanitary for the health of the animal and replace shavings as needed.

### 22. Notice of Eviction will proceed as follows:

*See # 9*

**23. Transportation**

Students and parents must arrange transportation to and from the Agriculture Project Center.

**24. Prohibited substances**

Alcoholic beverages are prohibited on the premises at all times. No unauthorized or illegal animal medications. No tobacco products, **including vapes**. No illegal substances.

**25. Trespassing**

A student shall not be in another student's pen unless the agriculture teacher, responsible parent or student whose project is to be looked after gives permission.

**26. Pets**

No pets, dogs or other domestic non-farm animals will be allowed on the premises of the project center.

**NO ADDITIONAL BARN CATS ARE NEEDED!!!**

**27. Breeding Animals**

No male breeding animals are allowed at the facility. Heifers that are no longer eligible to show in the junior livestock shows must be removed from the project center within two weeks after the last show for which they are eligible to compete.

**28. Vandalism**

The student is expected to respect the value of the project center. Any defacing of property or equipment will result in **immediate** dismissal from the facility. Students will be held financially accountable for willful vandalism or destruction of any property on the part of the student(s) who commits the act.

**29. School Equipment**

All broken or stolen equipment is to be reported immediately, and the student will be held responsible for repairs and replacement costs. All equipment is to be cleaned and returned to the proper storage area after each use. Willful misuse or damage may result in loss of use privileges.

**30. Approved Livestock Species**

- Swine
- Goats
- Sheep
- Cattle

**31. Pen Usage Fee**

The pen usage fee is to be paid at the time of the deposit. **Pen usage fees are \$200 per HEAD of cattle per feeding season, and \$100 per HEAD for all other species PER feeding season. ALL FEES MUST BE PAID PRIOR TO MOVING ANY ANIMALS INTO THE BARN.**

**32. Penalties**

**Students who fail to abide by the above guidelines, or fail to maintain their pens may be fined all or part of their pen deposit and may forfeit the privilege of future use of the project center. In addition, fines will be assessed for missing announced workdays.**

**Montgomery ISD  
Agriculture Project Center Agreement**

I have read and agree to abide by the Montgomery ISD Agriculture Project Center Guidelines Agreement.

I have read and understand the Project Commitment Guidelines for my livestock project to be allowed to be housed at the barn.

I agree to pay a pen usage fee of \$200 per head per feeding season (for cattle) and \$100 per head per feeding season (for all other animals) for the duration of the project term and it is not prorated for any time period during any month. The pen usage fee is due in full prior to moving my animal into the barn.

I agree to comply with all posted project center hours of operations.

I agree to attend and participate at all announced project center workdays. In the event that I cannot attend, I understand **that I am to notify the ag teacher over my species, IN WRITING, to obtain PRIOR permission from them.**

I agree to the following:

- 1<sup>st</sup> offense: verbal warning to student**
- 2<sup>nd</sup> offense: written documentation given by advisor**
- 3<sup>rd</sup> offense: Parent/Guardian and Student meeting with advisor and CTE Director**
- 4<sup>th</sup> offense: Student will be required to remove animal from the facility**

**NOTE:** Only those students who are actively enrolled as members of the Montgomery or Lake Creek FFA or Junior FFA are permitted to use the Agriculture Project Center.

\_\_\_\_\_  
Parent email address

\_\_\_\_\_  
Student email address

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor(s) Signature

\_\_\_\_\_  
Date

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*For teacher use only*

**Project animal type** \_\_\_\_\_

**Deposit received?** \_\_\_\_\_ **Rental payment received?** \_\_\_\_\_ **Amount Received \$** \_\_\_\_\_

**Access Card number(s)** \_\_\_\_\_

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