

Georgia Young Farmers Program

Program Guide, Standards, and Policy Manual

GEORGIA YOUNG FARMERS PROGRAM

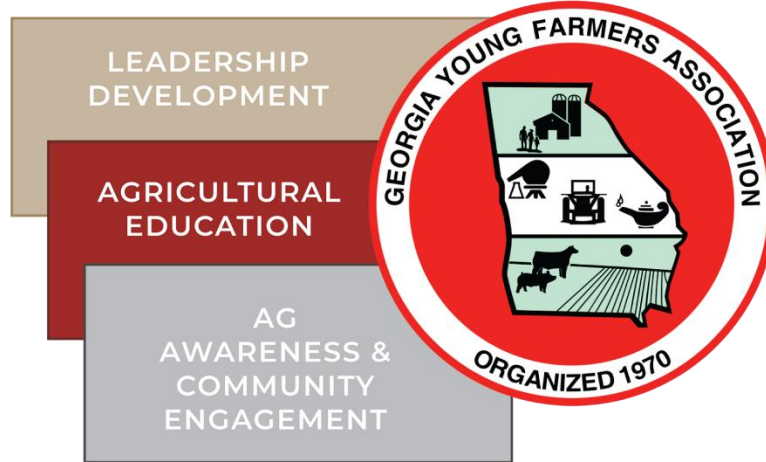


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Foreword

The purpose of this document is to provide a guide for all Young Farmer Teachers that may be used to provide a better understanding of our program. This guide will be especially helpful to new Young Farmer Teachers who may not have a background in the Georgia Young Farmers Program.

Funding for Young Farmer Programs is as follows: 30% is funded from the local system and 70% is funded from the state funding structure. Funding for new programs is approved during the state legislative process.

A Young Farmer Teacher is an integral part of the Georgia Agricultural Education Program. They are a connection to the community and help to meet the agricultural community's needs. All Young Farmer Programs are unique. Program standards are designed to allow Young Farmer Teachers the opportunity to promote agricultural education in the community for adults of all ages. Young Farmer Programs are developed to meet the needs of adult learners in the agricultural industry and encourage and promote the agricultural industry to the 12th-grade students enrolled in agricultural education classes.

The Young Farmer Education program bridges the gaps between secondary agricultural learners, post-secondary agricultural learners, and those learners of all ages who are new to the agricultural industry.

History of the Georgia Young Farmer Teacher Program

The Georgia Young Farmer Teacher Program is an educational program designed for the systematic instruction of agricultural learners actively engaged in the business of farming or agricultural endeavors. The program is under the direction and supervision of the State Department of Education and the local agriculture departments in public high schools. The instructional program is planned jointly by the Young Farmer Teacher and the participants in the class.

The Young Farmer Teacher Program was initiated in 1951 and, until 1970, functioned only as an instructional program coordinated by full-time Young Farmer Teachers. In 1971, the Georgia Young Farmers Association was organized as an extension of the Georgia Young Farmer Teacher instructional program. The primary purpose of organizing the state association was to coordinate activities at the state level and provide leadership activities for the agricultural learners. There are many agricultural learners who are enrolled in organized classes but are not members of the Young Farmers Association.

The goal of the Young Farmer Teacher Program is to have the 10,000+ agricultural learners and agricultural professionals in the state enrolled in organized classes.

The Georgia Young Farmer Teacher Program is intended to meet the educational needs of all who have a vested interest in agriculture and seek to continue educational training.

Georgia Young Farmer Mission & Objectives

The Georgia Young Farmer Teacher Program is the adult education component of Georgia's Agricultural Education program. County Young Farmer Education Programs conduct educational seminars on everything from agricultural technology to issues affecting agriculture. The local advisor plays an instrumental role in providing these opportunities and assisting farmers in the community.

Georgia Young Farmer Teachers provide instruction through organized classes on everything from new farming techniques, risk management strategies, water management, and agricultural awareness to community involvement. Providing onsite technical assistance is a strong part of the program.

Georgia Young Farmer Teacher Program

Georgia Young Farmer Teacher Program (GYFT) Mission

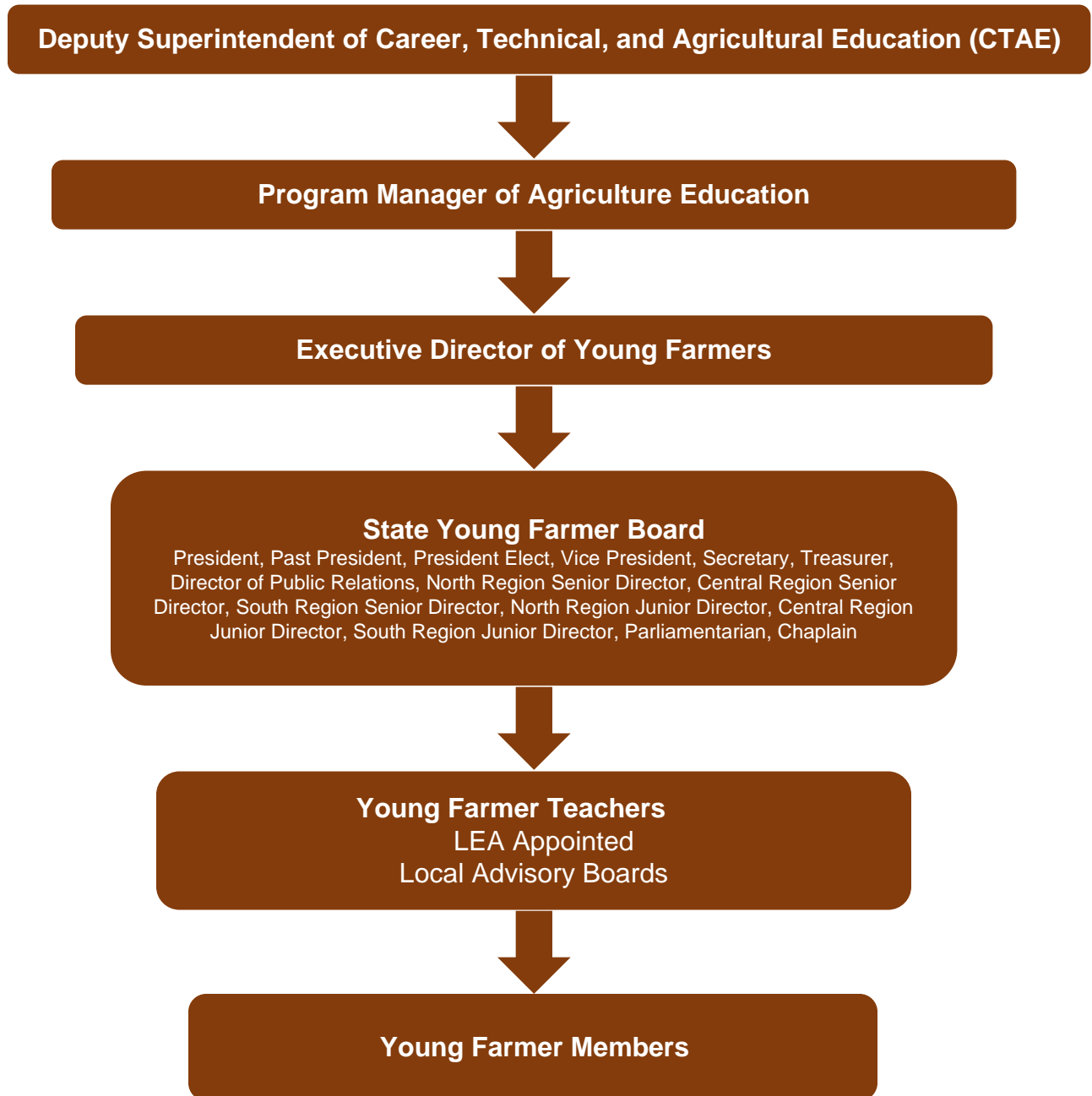
To provide educational, leadership, and networking opportunities to agriculture education students and adults interested in agriculture, which assist them in achieving their personal goals and creating a more viable and sustainable agriculture industry in Georgia.

Georgia Young Farmer Association

Georgia Young Farmer Association (GYFA) Mission

To provide lifelong learning, leadership development, and networking opportunities to our members and to increase agricultural awareness among all citizens.

Georgia Young Farmer Program Structure



Georgia Young Farmer Implementation Process & Program Requirements

The initial step in this process is to apply for a one-to-three-year pilot Supplemental Young Farmer Program. The supplemental young farmer program will be administered by a full-time agriculture teacher. The supplemental Young Farmer Teacher will receive a \$5,000 supplement from Georgia Agriculture Education for providing young farmer leadership during the pilot period.

During this time pilot phase, the Young Farmer Teacher will be expected to meet the supplemental young farmer standards to be considered for future full-time young farmer program status. When this is determined, guidance will be provided by a Georgia Agricultural Education Region Coordinator in January of the consideration year as to how to proceed with the full-time request.

The Young Farmer Teacher should have 3-5 years of teaching experience in agriculture to meet requirements for becoming a Young Farmer Teacher.

The Program of Work (POW) Requirements for Agriculture Teachers with Supplemental Young Farmer Programs are provided below. This POW is in addition to the POW for full-time agriculture teachers. All standards must be met to be considered for a full-time young farmer program.

Standard	Met	Not Met
A chapter roster with at least 50 members in a state-approved format to be submitted along with membership dues by March 15 to the state young farmer office.		
Chapter and advisor will be represented by two delegates at the GYFA region caucus.		
Chapter and advisor will be represented by two delegates at the state young farmer convention.		
Chapter advisor will conduct a minimum of eight organized instructional classes and/or chapter meetings during the regular school year.		
Chapter advisor will submit an adult enrollment summary report of instructional classes by June 1.		
Chapter advisor and at least one member will attend the GYFA Legislative Conference.		
Chapter advisor is expected to submit a monthly activity report on young farmer activities using the state approved electronic format by the 10 th of each month.		

In addition to the POW requirements, the supplemental Young Farmer Teacher will also need to compile a list of 75 or more potential young farmer enrollees.

This list should include the teacher and chapter name and the following information for each enrollee: full name; address; phone number; email address; and occupation.

Georgia Young Farmer Program Staffing

Under the direct supervision of the local school system's superintendent or designee and in full compliance with the standards set forth for the Georgia Young Farmer Agribusiness Teacher Program by the Georgia State Board of Education, the Young Farmer Teacher shall:

1. Conduct a group instructional program consisting of organized classes for adult participants of the Young Farmer Agribusiness Program.
2. Provide instruction on an individual or small group basis for participants of the Young Farmer Agribusiness Program.
3. Teach one agricultural education class daily for secondary students during normal school year.
4. Manage the Supervised Agricultural Experience (SAE) programs of students enrolled in the secondary agricultural education class.
5. Perform related instructional activities that are necessary to conduct successful adult and secondary instructional programs, fulfilling administrative requirements of the Young Farmer Agribusiness Teacher Program, and for the documentation of program activities and compliance with program requirements.
6. Serve as Advisor for the local Young Farmer Association chapter.
7. Assist the full-time Secondary Agriculture Instructor in conducting the Secondary Agriculture Program and in carrying out the activities of the local FFA Chapter.
8. Assist with the improvement of Agricultural Education facilities and equipment in the local school system.
9. Participate in training activities that will assist him/her in becoming or remaining knowledgeable and technologically proficient in problem or interest areas that will benefit the adult and secondary participants of the program.
10. Carry out other duties and responsibilities as requested by his/her immediate supervisor.

Georgia Young Farmer Program Monitoring

The Young Farmer Program will be monitored to ensure that its operation is aligned with the Five-Year Strategic Growth Plan (SMART Goals). Program implementation will be measured using the Georgia Young Farmer Program Assessment Rubric.

Five-Year Strategic Growth Plan – Overall Goals & SMART Goals

Adult Education	Agricultural Awareness and Community Engagement	Leadership Development
Overall Goal: Support the learning and development of Young Farmer participants through curriculum design, engaging instruction, ongoing assessment, personalized support, and coordination of additional resources.	Overall Goal: Deliver educational outreach to boost agricultural literacy, integrate ag concepts into core subjects, and promote sustainability. Facilitate community events, guide students toward ag careers, advocate for agricultural education, and provide hands-on learning experiences.	Overall Goal: Build leadership skills in Young Farmer participants through mentorship, skill-building, and real-world opportunities. Encourage collaboration, model effective leadership, and foster a growth mindset to empower participants as confident, capable leaders.
1A. During each school year, 100% of Young Farmer Teachers will provide 20 classes focused on regional agricultural needs based on community surveys as measured by agendas, rosters, and course evaluation surveys submitted to GaDOE.	2A. 100% of Young Farmer Teachers will plan and conduct a minimum of three ag awareness events (school visits, farm days, farm tours, ag appreciation lunch, civic presentations) annually as measured by agendas and/or presentations provided. Documentation will include number of events, participants, and non-ag audience attendance.	3A. 100% of Young Farmer Teachers will provide a minimum of one leadership course/opportunity to participants annually to increase leadership capacity and promote advocacy for agriculture across the state as measured by agendas, rosters, news publications, or rosters.

Adult Education	Agricultural Awareness and Community Engagement	Leadership Development
<p>1B. 100% of Young Farmer Teachers will provide direct contact and support to farmers as needed and requested as measured by daily log/monthly report and adult enrollment survey on an annual basis.</p>	<p>2B. 80% of communities supported by the Young Farmer Teacher Program will show an increase in agriculture proficiency through monthly reports reflecting ag awareness and community engagement activities and participation.</p>	<p>3B. Young Farmer Teacher programs will show an expansion in leadership positions by participants within the agriculture community by a 2% annual increase as documented and measured by the state approved adult enrollment form data. Young Farmer Chapters will have a minimum of one participant that will actively engage (comment and/or present) in county and state government agencies (local farm bureau, chamber of commerce, county commission, advisory committees for local technical colleges, etc.).</p>
<p>1C. 80% of class participants in Young Farmer Teacher classes will implement one new practice related to content delivered by the YFT as measured by a pre and post annual survey data.</p>	<p>2C. 75% of participants surveyed for each event annually document an increased awareness in agriculture in their community as measured by local event survey.</p>	
<p>1D. 80% of YFT will redeliver at least one professional learning on new/innovative practices based on community need within the calendar year, as measured by monthly reports and professional learning documentation.</p>		

Adult Education	Agricultural Awareness and Community Engagement	Leadership Development
1E. A minimum of 10% of professional learning on new/innovative practices participants will implement the practice(s) learned by 2025, as measured by the meeting agendas and monthly reports.		

Note: The table above presents draft baseline goals.

Implementation Goals	Impact Goals
1A	1C
1B	1E
1D	2B
2A	2C
3A	3B

Georgia Young Farmer Program Assessment Rubric

1A. During each school year, 100% of Young Farmer Teachers will provide 20 classes focused on regional agricultural needs based on community surveys as measured by agendas, rosters, and course evaluation surveys submitted to the GaDOE.				
20%	40%	60%	80%	100%
1	2	3	4	5
1B. 100% of Young Farmer Teachers will provide direct contact and support to farmers as needed and requested as measured by daily log/monthly report and adult enrollment survey on an annual basis. (Evidence: Monthly Reports/Adult Enrollment)				
20%	40%	60%	80%	100%
1	2	3	4	5
1C. 80% of class participants in Young Farmer Teacher classes will implement one new practice related to content delivered by the YFT as measured by a pre and post annual survey data.				

(Evidence: Narrative depicting percentage of producers implementing new practice)				
20%	40%	60%	80%	N/A
1	2	3	4	N/A
1D. 80% of YFT will redeliver at least one professional learning on new/innovative practices based on community need within the calendar year, as measured by monthly reports and professional learning documentation.				
20%	40%	60%	80%	N/A
1	2	3	4	N/A
1E. A minimum of 10% of professional learning on new/innovative practices participants will implement the practice(s) learned by 2025, as measured by the meeting agendas and monthly reports.				
(Evidence: Narrative depicting percentage of producers implementing new practice)				
20	40	60	80	100
1	2	3	4	5
2A. 100% of Young Farmer Teachers will plan and conduct a minimum of three ag awareness events (school visits, farm days, farm tours, ag appreciation lunch, civic presentations) annually as measured by agendas and/or presentations provided. Documentation will include the number of events, participants, and non-ag audience attendance.				
Evidence: Documentation will include the number of events, participants, and non-ag audience attendance.				
1	2	3	N/A	
1	2	3	N/A	
2B. 80% of communities supported by the Young Farmer Teacher Program will show an increase in agriculture proficiency through monthly reports reflecting ag awareness and community engagement activities and participation.				
Evidence: Monthly report contacts per event				
20	40	60	80	N/A
1	2	3	4	N/A

2C.

75% of participants surveyed for each event annually document an increased awareness in agriculture in their community as measured by local event survey.

Evidence: Survey results from event. Example: student surveys, teacher surveys, participant surveys

25	50	75	N/A
1	2	3	N/A

3A.

100% of Young Farmer Teachers will provide a minimum of one leadership course/opportunity to participants annually to increase leadership capacity and promote advocacy for agriculture across the state as measured by agendas, rosters, news publications, or rosters.

Evidence: agendas, rosters, or news publications

20	40	60	80	100
1	2	3	4	5

3B.

Young Farmer Teacher programs will show an expansion in leadership positions by participants within the agriculture community by a 2% annual increase as documented and measured by the state approved adult enrollment form data. Young Farmer Chapters will have a minimum of one participant that will actively engage (comment and/or present) in county and state government agencies (local farm bureau, chamber of commerce, county commission, advisory committees for local technical colleges, etc.).

Evidence: List of members that serve in a leadership capacity.

20	40	60	80	100
1	2	3	4	5

Georgia Young Farmer Teacher Program Accountability

Consequences for Non-Compliance with Requirements of the Young Farmer Teacher Program of Work and/or Young Farmer Teacher Statewide Goals

The Young Farmer Program must operate in compliance with [State Board of Education Rule 160-4-3-.07 Young Farmer Agribusiness \(YFA\) Program](#).

In addition, Young Farmer teachers are guided by two documents for evaluation purposes. The first document is the Young Farmer Teacher Program of Work standards. These standards were developed after the 1994 audit by teacher members of GVATA. The Young Farmer Teacher Program of Work is used to determine whether the teacher/LEA is eligible to continue receiving the state Young Farmer Teacher Grant.

The second document, the Young Farmer Teacher Statewide Goals, is used to measure the statewide effectiveness of the total Young Farmer Teacher program.

The local Young Farmer teacher is evaluated each spring by the Executive Director of the Young Farmer program on the Statewide Goals and by the Ag Ed Region Coordinators on the Program of Work. Prior to the spring meeting, the Executive Director and Area Ag Ed Teachers will monitor the monthly reports received from the local Young Farmer Teachers. During this time, the Executive Director should be working to ensure compliance will be met by the time the spring evaluation occurs. In instances where the local Young Farmer teacher fails to meet Program of Work standards or Statewide Goals, the following steps will be initiated:

1. If warranted, no action will be taken for that year. The Young Farmer teacher and Local CTAE Director will be notified that the POW standards and/or Statewide Goals will need to be met the following year.
2. In subsequent years:
 - a. Program of Work – if the POW standards are not met, a percentage of the teacher's state grant funds will be reduced, and a corrective action plan will be approved that is jointly agreed upon by the Ag Ed Region Coordinator and the local CTAE Director.
 - * Year 2 – 15% reduction in state Young Farmer Grant funds.
 - * Year 3 – 25% reduction in state Young Farmer Grant funds.
 - * Year 4 – 50% reduction in state Young Farmer Grant funds.
 - * Year 5 – 100% reduction in state Young Farmer Grant funds.
 - b. Statewide Young Farmer Goals/Effectiveness Standards (SMART Goals)

Appendix A: Georgia Young Farmer Teacher Program Request Application

System: _____

System Contact: _____

Date of Request: _____

The Georgia Young Farmer Teacher Program is an integral part of the Georgia Agricultural Education Program. The Georgia Young Farmer Supplemental Program has a program of work that should be met to start the process for obtaining a full-time young farmer program. As a part of the young farmer program request, the system should commit to the young farmer supplemental program of work for the interim year before applying for a full-time Young Farmer Teacher position.

Interim Supplemental Young Farmer Programs must agree to meet all standards in order to request a full-time young farmer teacher program.

By January 10, it will be necessary to request one of the following options:

Option One: _____ Continue the young farmer supplemental program.

Option Two: _____ Request a full-time Young Farmer Teacher program.

Option Three: _____ Discontinue the supplemental young farmer program.

CTAE Director Signature

Superintendent Signature

Please submit to:
Martin Bius
mbius@gaaged.org
Georgia Young Farmers Association
ABAC 34 – 2802 Moore Highway
Tifton, GA 31793

Appendix B: Online Monthly Reporting System

Consistency in reporting is a priority in both monthly reports and adult enrollment. The monthly reporting system and the adult enrollment system are being renovated by Weighat Tech, the website development company, to address both consistency of reporting and efficiency. Professional Learning classes have been delivered to address these issues and there is additional training for new Young Farmer teachers planned.

Young Farmer Education Teachers shall be given a calendar of events annually containing the dates by which specific required program data for the YFET program must be provided. All reports and data are to be reported to the state Young Farmer office using the online reporting system at applications-gyfa@gaaged.org.

Monthly Reports are due by the 10th of each month using the GaAgEd monthly reporting system for Georgia Young Farmer Teachers. It is very important to be specific and detailed in reporting monthly educational activities.

Young Farmer Education Teachers should be consistent in reporting daily hours in the Monthly Reporting System. Young Farmer Education Teachers should report up to two hours per day for in-school instruction and seven or more hours for Young Farmer Activities. Consistency is a priority in both the number of hours and the Activity Category reported.

No Young Farmer Teacher should report less than 167 hours per month in reference to the Number of Hours. Nine hours per day for the 20 days on contract = 180 hours. There may be an adjustment made for sick days and personal days. No Young Farmer Education Teacher should report less than 2,000 hours per year.

Place of Work

Young Farmer Teachers must be consistent in reporting activities. On the monthly report, YF Teachers have four choices as to the PLACE of work:

- school
- home visit
- community
- out of community.

Based on the selection of one of the four mentioned above, the teacher may then proceed to the category.

Report Categories

Categories are:

- Secondary Instruction (This includes the in-school portion of instruction)
- Post Secondary Instruction (Instructional assistance for adults)
- GYFA (Any adult leadership work)
- CDE/LDE Practice (In-school career and leadership development events)
- SAE (Supervision of in-school agricultural experience projects)
- FFA (Local FFA program support)
- Community (Adult classes, Adult Support Assistance, Adult Technical Assistance, Advisory Committee contacts, canning plant, civic club programs, community service projects, industry contacts)

Upon selecting a category, an activity drop-down will be provided with specific choices as to the category selected.

Activity

Two choices under the ACTIVITY Category are:

- Adult Support Assistance
- Adult Technical Assistance which needs to be more specifically defined.

Adult Support Assistance should be selected for agricultural support which might be in person or virtually via phone or computer, making recommendations for adult learners.

Adult Technical Assistance should be selected for providing technical support in setting up and/or implementing new technology into the agricultural operation. Examples could include but are not limited to planter calibration, plant sap analysis, sprayer calibration, facility design, and livestock health management.

Number of Hours

Young Farmer Teachers should report two hours per day for in-school instruction and seven or more hours for Young Farmer Activities.

Number of Contacts

Includes the number of instructional contacts each day. Number of contacts should include both In-School and Young Farmer Education Contacts.

Contact Names

In-School Contacts should be reported by posting the class name and the number of secondary students served each day. Young Farmer Contacts should be listed by name using the first initial and last name of each adult instructional contact.

Miscellaneous Information

Include any additional information about your workday that is not represented in the drop-down categories.

Appendix C: Monthly Reports Explanations & Examples

It is necessary to report each day up to two hours of in-school instruction with the number of students served and the name of the class. There is no need to list each individual student's name for the in-school instructional classes.

For in-school instruction

1. Place: School
2. Category: Secondary Instruction (there is an entire list of choices here for other after school events and activities) that may also be incorporated into your monthly report if needed)
3. Activity: Is the subject area being taught (this also includes class prep time, faculty meetings, etc.)
4. Number of Hours = two hours.
5. Number of Contacts = total number of students enrolled in the in-school class.
6. Contact Names: Do not list the individual student names; only list the name of the instructional class being taught.
7. Miscellaneous Info: You may make special notes pertaining to your in-school responsibilities and activities.

Young Farmer Teachers record the total number of hours worked each day on contract. Nine hours per workday is required with at least one of the nine hours being in-school instruction.

For Young Farmer Instruction

1. PLACE: Four Choices: School, Home Visit, Community or Out of Community.
If you are teaching a young farmer class at the school, select a school.
If you are out making Home/Farm Visits, select Home.
If you are out making community visits, select Community.
If you are out of the community, select Out of Community. This would apply when you are working with other YF Teachers to provide instruction.
2. Category: For this part of the monthly reporting system, you will more than likely select Post Secondary Instruction, GYFA, Community, Professional Improvement, Specialized Facilities.
Remember: During this part of the reporting system, we are concentrating on Young Farmer/Agribusiness Instruction.
3. Activity: In this section the dropdown provides eleven possible choices as to the content of services being provided. Ag. Mech, Agribusiness, Agriscience, Apprenticeship Program, Class Prep, Faculty Meetings, Forestry, Horticulture, Livestock/Poultry, Natural Resources, Pre/Post Planning.
4. Number of Hours: The number of hours should include seven or more hours.

5. Number of Contacts: This is the number of Adult Learners served each day. Instructional Contacts.
6. Contact Names: List the first initial and last name of each of the instructional contacts.
7. Miscellaneous: It is important to add notes here for special circumstances that may be difficult to represent on the monthly report drop-downs.

Appendix D: Adult Enrollment Form

GEORGIA YOUNG FARMER AGRIBUSINESS PROGRAM
ADULT ENROLLMENT SUMMARY

SUBMIT BY (date) _____

TEACHER NAME: _____

CHAPTER NAME: _____

(Please Check One)

Full Time YF Advisor _____

Supplemental YF Advisor _____

							INSTRUCTION COMPLETED	
LAST NAME	FIRST NAME	GENDER CODE	ETHNICITY CODE	AGE CODE	CHAPTER MEMBER	OCCUPATION	INDIVIDUAL/ SMALL GROUP	ORGANIZED CLASS

Appendix E: Adult Enrollment Summary

GENDER CATEGORIES OF PARTICIPANTS	TOTAL	0
	MALE	0
	FEMALE	0

ETHNICITY CATEGORIES OF PARTICIPANTS	TOTAL	0
	WHITE	0
	BLACK	0
	HISPANIC	0
	ASIAN	0
	OTHER	0

AGE CATEGORIES OF PARTICIPANTS	TOTAL	0
	18-29 YRS	0
	30-39 YRS	0
	40-49 YRS	0
	50-59 YRS	0
	60-70 YRS	0
	70+ YRS	0

PARTICIPANTS THAT ARE YOUNG FARMER CHAPTER MEMBERS	TOTAL	0
	MEMBERS	0
	NONMEMBERS	0

PARTICIPANTS RECEIVING INSTRUCTION BY CATEGORY		IND/SM GRP	ORG CLS
	TOTAL	0	0
	% GRAND TOTAL	#DIV/0!	#DIV/0!

Appendix F: Program of Agriculture Education Evaluation

Young Farmer Program of Work
Agriculture Education Evaluation Guide

Teacher _____
Evaluator _____

All applications and program documentation should be submitted to: applications-gyfa@gaaged.org

LOCAL SYSTEM STANDARDS	NOTES	DOCUMENTATION
<p>1. The Teacher does not have any after-school duties and responsibilities that would conflict with the FFA, SAE or GYF activities. <u>*The Agricultural Education Program has three components. The Classroom, FFA, and SAE combine to make the complete and balanced program. Students must be trained for Career Development Events and supervised at these activities. The students must have an SAE that requires home and worksite visits by the Agriculture Teacher. These activities occur throughout the school year and during the summer. As a result, the Agricultural Education Teacher should not have any after-school duties and responsibilities that would conflict with the FFA and SAE activities for which they receive extended day and extended year. This would include athletic events.</u></p>	<p>The GYF Teacher should make the State GYF Director aware of after-school duties and responsibilities that hinder the GYF Program.</p>	<p>POW documentation from teacher.</p>
<p>2. The young farmer agribusiness program will operate in a school system with a full-time secondary agriculture program.</p>		<p>State GYF Documentation</p>
<p>3. Local system will provide adequate facilities, equipment, and supplies for the Young Farmer program.</p>		<p>POW Documentation from Teacher.</p>
<p>4. The local system will ensure the accessibility of the young farmer agribusiness teacher to the program constituents, system administration, and the state young farmer agribusiness coordinator during regular duty hours of each workday.</p>	<p>YFT should complete all in-school class instruction by 10 a.m. each day as stated in Standard #8. DUE To State GYF Office by Nov 15 and April 1. Applications-gyfa@gaaged.org</p>	<p>A copy of YFT daily schedule should be provided to the State GYF Director along with enrollment information from the agricultural education program. GYF teacher will submit this data to the Student Enrollment Dashboard on the GAAGED Website Portal.</p>

5. The local system will allow for scheduled absences from secondary class instruction and other secondary responsibilities by the young farmer agribusiness teacher to facilitate the goals and objectives of the program.	Examples of scheduled activities that may warrant absence would be in-service training, seminars, field days, and organized GYF classes.	These are recorded each month on the monthly reporting system.
6. The young farmer agribusiness teacher will not be assigned regularly scheduled extra secondary responsibilities that lessen the maximum focus on educational activities with the adult constituents of the program.	This includes any activity that prevents the GYF Teacher from accomplishing program tasks and responsibilities. YFT should not be assigned in-school duties during the day or after school that interfere with the GYF Instructional Program.	
7. The young farmer agribusiness teacher will keep his/her immediate supervisor informed of Young Farmer Agribusiness Program activities.	The GYF Teacher will provide the CTAE Director each month with a monthly report copy. A copy of monthly reports should be included in the GYF Teacher POW Notebook.	Monthly Reports should be completed by the 10 th of each month during the year.
8. The young farmer agribusiness teacher's secondary instructional activities will be completed by 10 a.m. each day that school is convened.	The GYF Teacher will mark "No" on the Standards Evaluation if not finished by 10 a.m. each day.	
9. The young farmer agribusiness teacher currently holds a valid teaching certificate in agricultural education.	Provide a copy of teaching certificate in the GYF POW notebook.	Copy in the GYF POW Notebook.
10. The young farmer agribusiness teacher has a minimum of three years teaching experience in agricultural education or agricultural industry experience.	The GYF Teacher should hold a bachelor's degree and seek certification in agricultural education to be a GYF Teacher.	
TEACHER STANDARDS		
11. The young farmer agribusiness teacher will participate in all staff development that is provided by the state young farmer coordinators office. (A waiver of participation will be at the discretion of the state young farmer coordinators office).	Staff Development classes will be coordinated by the State GYF Director.	State GYF Office documentation of attendance.
12. The teacher will be actively involved in the professional teacher organization, Georgia Vocational Agricultural Teachers Association (GVATA), which is dedicated specifically to agricultural educators in the state	It is important to be a part of this professional organization and to contribute to the Professional Representation Fund. For questions about the GVATA or PRC, contact your Area GVATA Representatives.	A copy of GVATA Registration/dues should be placed in your POW Notebook.

13. The teacher will attend all area meetings for agricultural education teachers (summer, fall, winter, spring) or the approved make-up activity with prior written approval of the Agricultural Education Region Director/State GYF Director.	The Area Ag Ed Director and the State GYF Director should be contacted if unable to attend any region meetings.	If absent from a region meeting, a "NO" should be marked on your year-end POW evaluation. A note will be added detailing why not in attendance.
14. The teacher will attend the GVATA Summer Leadership Staff Development Conference	If unable to attend, notify the Region Ag Ed Director and State GYF Director.	A copy of GVATA Registration should be placed in POW Evaluation Notebook.
15. The teacher will attend the GVATA Mid-Winter Leadership Staff Development Conference.	Teachers not able to attend should contact the State GYF Director.	Region Ag Ed Directors will have signed documentation of attendance.
16. Program participants' input shall be obtained annually by the young farmer agribusiness teacher with a state-approved evaluation instrument.	We have a hard copy of the state-approved survey that may be used or teachers may create a digital format.	State Approved Survey Instrument may be found on the GAAGED Website under the GYFA Tab.
17. An annual budget for the young farmer agribusiness instructional program developed by the young farmer agribusiness instructional teacher and approved by his/her immediate supervisor will be on file by the due date on the state calendar.	Include a copy of the budget in the GYF Teacher POW Notebook.	Submit by August 15 to: applications-gyfa@gaaged.org
18. The young farmer agribusiness teacher will maintain a property inventory of equipment that includes the storage location of assigned inventory.	This inventory is required by the local CTAE Director.	Include this information in the GYF Teacher POW Notebook.
19. A state-approved long-range plan, based on a state-approved model, for program improvement in accountability and instructional effectiveness will be on file by due date on state calendar.	An example Long-Range Plan may be found on the GAAGED website under the GYFA Tab.	Due August 15 to the applications-gyfa@gaaged.org website.
20. The young farmer agribusiness teacher will maintain a local chapter of the Georgia Young Farmer Association (GYFA) and serve as local Advisor. Chapters should have no less than 50 active members.	Each year, the State GYF Office will share a copy of the previous years' roster that may be updated. Supplemental rosters will be accepted in July and December.	Copy of GYFA Membership Roster in POW Notebook and submitted to: applications-gyfa@gaaged.org website. Due Date: March 15.
21. The young farmer agribusiness teacher will provide a copy of their Program of Work evaluation (previous fiscal year) to his/her immediate supervisor; the teacher and supervisor will review to make program improvements.		A copy of the previous year's POW Evaluation should be signed by the local CTAE Director or Principal upon completion of the evaluation. Include this copy in the GYF POW Notebook.

22. The young farmer agribusiness teacher will complete and document no less than twenty hours of applicable technical update training beyond that scheduled by the state young farmer agribusiness director.	Examples might include: Crop Production Updates, Sunbelt EXPO Field Day, Local Ag Industry Tour, Livestock Industry Updates, New Agricultural Innovation Updates, Ag Chemical Updates, etc.	Include certificates of completion in the GYF POW Notebook.
23. The young farmer agribusiness teacher will obtain/maintain a private or commercial pesticide license.	GYF Teachers may obtain private or commercial pesticide license.	Include a copy of the Pesticide License in the GYF POW Notebook.
24. The teacher will comply with the Agricultural Education Teacher's Creed.		Include a copy of the Ag Ed Teachers Creed in the GYF POW Notebook.
25. The young farmer agribusiness teacher will participate in the planning, development, and implementation of departmental activities for the local agricultural education program. All agriculture teachers in the local department will participate cooperatively in the planning of all phases of the local program of agricultural education. (Young Farmer Agribusiness instruction, secondary instruction, middle school instruction, short-term adult instruction, food processing, FFA activities, supervised agricultural experience projects (SAEs), maintenance and organization of departmental facilities, etc.)	Young Farmer Teachers are an important part of the total Ag Ed Program. All teachers should work together in the planning, development, and implementation of departmental activities.	Include minutes of local departmental meetings in the GYF POW Notebook.
26. The organized instructional program will provide program constituents with no less than twenty approved classes as outlined in the course calendar.		Record all instructional classes using the official class GYF Class Roster. The roster may be found on the GAAGED Website under the GYFA Tab.
27. All organized classes will have a minimum enrollment of ten qualified constituents.		Class rosters should include 10 or more adult constituents in order to be considered an adult instructional class.
28. All organized classes will have a minimum instruction time of two hours.		
29. No more than two classes will be counted per day.		
30. No more than 30 percent of the organized classes provided will be derived from a single instructional area as identified in the Young Farmer Agribusiness Curriculum Guide.	The curriculum guide includes instructional areas with examples of topics that may be taught.	The Young Farmer Agribusiness Curriculum Guide may be found on the GYFA Website.
31. The young farmer agribusiness teacher will provide individual instruction or small group instruction to program constituents on a daily basis as documented in the monthly report.	Refer to the Georgia Young Farmers/Agribusiness Education Program Guide for consistent monthly reporting guidance.	Monthly Reports will be monitored by the State GYF Office for consistency in reporting instruction.

32. A qualified constituent base of no less than 75 individuals will be maintained and reported on the adult enrollment summary and submitted by the state deadline.		Adult Enrollment will be reported using the state approved adult enrollment summary. The AES may be found on the GAAGED website under the GYFA Tab.
33. The young farmer agribusiness teacher will ensure that a minimum of 60 percent of students have in place an approved Supervised Agricultural Experience Program (SAE).		Enrollment Data reported on the Georgia Ag Ed Website Portal.
34. The young farmer agribusiness teacher will provide students with a state approved SAE record book appropriate for their Supervised Agricultural Experience Program.		Reported on the Georgia Ag Ed Website Portal.
35. The young farmer agribusiness teacher will provide project supervision for each student with an approved Supervised Agricultural Experience Program.		SAE supervision is reported on Monthly Reports.
36. Each Young Farmer agribusiness teacher will have a minimum of 80% FFA membership students enrolled in their class.		FFA Membership is reported on the Georgia Ag Ed Website Portal.
37. The local GYFA chapter will hold a minimum of 5 Chapter Meetings during the year. Official minutes should be recorded for each meeting.	Official minutes should be taken by GYFA Leadership Team each time a chapter meeting is held.	Include chapter meeting minutes in the GYF POW Notebook.
38. A chapter roster in a state-approved format will be submitted along with membership dues by due date on the state calendar, to the state young farmer agribusiness coordinator.		Due by March 15. Submitted digitally to the state GYF Office using the applications-gyfa@gaaged.org website.
39. Chapter will have at least 2 delegates and advisor attend the Region caucus.		Advisor and Delegate Sign-In
40. Chapter will have at least 2 delegates and advisor attend the GYFA Convention.		Advisor and Delegate Sign-In
41. Chapter will have at least 1 member and advisor attend the GYFA State Legislative Conference.		Advisor and Delegate Sign-In
42. Chapter will plan and conduct three Ag Awareness Activities (preferably elementary).		Documentation should be included in the GYF POW Notebook. An agenda with pictures should be included for all

		three Ag Awareness Activities.
43. Chapter will conduct a local GYFA awards banquet.	If the awards banquet is held after the POW Evaluation, the teacher should provide documentation to the State GYF Office after said banquet is held.	Banquet Invitation and Agenda should be included in the GYF POW Notebook.
44. Chapter will have at least 1 member and advisor attend the GYFA Summer Tour.		Advisor and Delegate Sign-In
45. Chapter will participate in no fewer than 10 of the following activities: <ul style="list-style-type: none"> a. Chapter President Award b. Chapter Display Board c. Chapter will attend NYFEA Institute d. Advisor will participate in Farm Management Contest at Convention e. Member will participate in Farm Management Contest at Convention f. Advisor will participate in GYFA Livestock Show g. GYFA current State Officer or State Officer candidate h. GYFA Junior or Senior Director i. GYFA Young Ag Leader Award j. GYFA Young Ag Producer Award k. Outstanding Chapter Award l. Outstanding Farm Family Award m. Outstanding Member Award n. Photography Contest at GYFA Convention o. Spokesperson for Agriculture Contest at GYFA Convention p. Submit at least 1 article to GYFA magazine q. Sunbelt GYFA Q-Fest r. GYFA Scholarship Applicant *** See Note. s. American Degree Applicant t. Train and enter FFA CDE Team u. Special Projects or Activities (up to 3 approved by Region Director) 	*** Scholarship Notes*** The Winfred Jones, Past Presidents and Terrell Weeks Memorial Scholarships will fill out the GYFA Scholarship Application. Winners for each category will be selected by the judging committee.	Applications and Guidelines are located on the GAAGED Website under the GYFA Tab. Applications and Guidelines are located on the GAAGED Website under the GYFA Tab.
46. The teacher will conduct at least two advisory committee meetings. Membership of the advisory committee will include agricultural industry and community leaders (minimum of	GYF Teachers may share a common advisory with the agricultural education program.	Minutes from the two advisory meetings should be included in the GYF POW Notebook.

seven). The teacher will keep proper advisory committee minutes.		
47. A locally approved Course Calendar/Program of Activities that conforms to the state guidelines will be submitted to the state young farmer agribusiness coordinator by the due date on the state calendar.	This standard has been combined for the Course Calendar and the Program of Activities.	Due Date: October 1 The Course Calendar Form may be used for both the Course Calendar and the Program of Activities.
48. A locally approved monthly report will be on file in the local teacher files, and a copy of the Young Farmer monthly activity report will be electronically submitted to the state young farmer agribusiness coordinator by the 10 th day of each month following the month that the activities occurred.		Monthly Reports should be reported online by the 10 th of each month. Include a copy of each monthly report in the GYF POW Notebook.

Appendix G: Sample Georgia Young Farmer Program Calendar

Events

Name	Date	Location
2024 GYFA Summer Tour Registration Deadline	May 16	Online Registration
2024 Summer Tour	June 7 and 8	Host: Coffee County Young Farmers, Douglas, GA
2024 GVATA Summer Conference	July 15-17	Athens, GA
2024 GYFA Livestock Show	August 16th-17th	Perry, GA
2024 Sunbelt Expo-Que Fest	October 16th	Moultrie, GA.
2024 South Region Caucus	November 4th	Sunbelt EXPO Site Host: Seminole & Miller Counties
2024 North Region Caucus	November 7th	Gilmer County Ag Center Host: Gilmer County
2024 Central Region Caucus	November 12th	West Laurens High School Host: Tattnall County
2024 NYFEA Institute	December 11-14	Albuquerque, New Mexico
2025 GYFA State Convention	Jan 17-18	Jekyll Island, GA
2025 GYFA Legislative Day	February/TBD	Atlanta, GA
FFA Day at the Capitol	February 18	Atlanta, GA
2025 State FFA Convention	April 23-26	Macon, GA

2025 GYFA Summer Tour	June 6-7	Stephens County
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Deadlines

Name	Date	Application Process
GYFA Rosters & Dues	March 15th	GYFA Applications Email
Adult Enrollment Deadline	May 1st	GYFA Applications Email
Chapter Grants Application	May 15th	GYFA Applications Email
Farm Family Applications	July 1st	GYFA Applications Email
Supplemental Roster	August 1st	GYFA Applications Email
GYFA Farm Family Judging	August/ September	GYFA Applications Email
Chapter Award	October 1st	GYFA Applications Email
Chapter President's Award	October 1st	GYFA Applications Email
State Officer/Region Director	October 1st	GYFA Applications Email
Young Ag Professional Award	October 1st	GYFA Applications Email
Young/Beginning Producer Award	October 1st	GYFA Applications Email
POW/Calendar of Activities	October 1st	GYFA Applications Email
Outstanding Member Award	October 1st	GYFA Applications Email
Terrell Weeks Scholarship	Nov 1st	GYFA Applications Email

Spokesperson Application & Manuscript	Dec 15th	GYFA Applications Email
GYFA Convention Registration Deadline	Dec 20	Online Registration Link

GYFA Magazine Article Deadlines

Name	Date
Fall Issue	Sep. 6th
Winter Issue	Jan. 21st
Spring/Summer Issue	May 9th

Appendix H: Georgia Young Farmer Agribusiness Program Curriculum Outline

Young Farmer Teachers should not concentrate on a specific area of curriculum content more than 30%. A survey of adults should be conducted annually to determine the areas that are of most educational importance to your agricultural community.

SUBJECT AREA	UNIT	LESSONS
AGRICULTURAL BUSINESS MANAGEMENT	Record Keeping	Employee Records Equipment Records Computerized Record Keeping Inventories Production Records
	Tax Management	Income Tax Estimate Tax Planning Tax Law Changes Depreciation
	Government Programs and Regulation	Property rights Farm liability Services provided by ASCS and SCS Other regulatory agencies - OSHA, EPA, USDA, etc.
	Agricultural Finance	Budgeting Ag Link Deposit Loans New Start-Up Loans --- FMHA Money Management Financial Statements Balance Sheets Cash Flow Projections Financial Ratios
	Wills and Estate Planning	Making a Will Living trusts Probate
	Insurance	Life Insurance Health Insurance Crop Insurance Livestock Insurance
	Agricultural Marketing	Marketing Strategies Futures Contracts and Options Advertising

AGRICULTURAL ENGINEERING AND TECHNOLOGY	Ag Electrification	Electric Motors and Controls Planning/Installing Electrical Services Services Provided by Electrical Companies Standby Power Three-Phase Electrical Power Trouble-shooting Electrical Problems
	Welding	MIG and TIG Welding Electric Arc Welding Plastic Welding Plasma Welding
	Ag Structures	Planning Farm Building Constructing Farm Buildings
	Ag Power and Equipment	Utilizing Irrigation Equipment Planning Irrigation Systems Trouble-shooting Ag Equipment Maintaining Ag Equipment Small Engines Hydraulics Equipment Adjustment Sprayer Calibration and Maintenance Air Conditioning Fuels, Lubricants and Additives
	Soil and Water Technology	Using a Farm Level Laying Out Farm Ponds
AGRONOMIC PRODUCTION AND MANAGEMENT	Cotton	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing
	Corn	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing

	Peanuts	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing
	Small Grains	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing
	Tobacco	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Curing tobacco Marketing
	Soybeans	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing
	Specialty Crops	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing
	Forage Crops	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Harvesting Marketing

HORTICULTURE PRODUCTION AND MANAGEMENT	Ornamental Horticulture	Landscaping Greenhouse Management Nursery Production Turf Production
	Vegetable Production	Fertilizing Vegetables Planting Harvesting, Grading, and Packing Controlling Diseases and Insects Selecting Varieties Controlling Weeds Procuring Vegetable Seeds/Transplants Growing Transplants Marketing Vegetables
	Fruit and Nut Production	Selecting Varieties Planting Controlling Weeds Controlling Insects and Diseases Fertilizing Irrigation Harvesting Marketing
FOREST UTILIZATION AND MANAGEMENT	Silviculture	Establishing the Forest Pest Management Controlling Undesirable Species Harvesting and Marketing Wildlife Management Pine Straw Production Christmas Tree Production
	Wildlife	Wildlife Management Hunting Leases
	Miscellaneous Forest Products	Straw Production Christmas Tree Production

ANIMAL UTILIZATION AND MANAGEMENT	Beef Production	Winter Feeding Beef Cattle Summer Feeding Beef Cattle Backgrounding Cattle Herd Identification Cattle Facility Design and Construction Selecting Breeding Stock Controlling Parasites Herd Health Artificial Insemination Calving Management Marketing Beef Cattle Pasture Management
	Swine Production	Confinement Swine Growing Contract Growing Feeding Breeding Stock Feeding Finishing Swine Controlling Parasites Routine Health Herd Health Artificial Insemination Forward Contracting Futures and Options
	Dairy Production	Winter Feeding Summer Feeding Herd Identification Dairy Facility Design and Construction Selecting Breeding Stock Controlling Parasites Herd Health Artificial Insemination Calving Management Marketing Pasture Management
	Aquaculture	Farm pond Management Catfish Production Aquaculture Production
	Specialty Animal	Angora Goats Ostrich Production Llama Production

	Poultry Production	Controlling Pests Contracting with Poultry Companies Feeding Facility Management Scheduling
ENVIRONMENTAL MANAGEMENT	Soil and Water Conservation	Endangered Species Wetlands Waste Management Air and Water Quality Waste Management Pesticide Management Conservation Practices
COMMUNITY DEVELOPMENT AND LEADERSHIP	Leadership Development	Motivation and Self Esteem The Political Process Effective Meetings Education for American Agriculture (EAA) Georgia Agribusiness Leaders Program
	Infrastructure	County Roads Fire Services Dry Hydrants Rural Water Districts Industrial Parks EPA Requirements
	Financing Community Development	Grants Loans for Small Business Rural Development Administration
FOOD PRESERVATION AND SAFETY	Food Processing and Preservation	Canning Freezing Dehydration Specialty Processing and Presentation Preserving with Chemicals
HEALTH AND SAFETY	Farm Safety	Preventing Accidents Chainsaw Safety Equipment Safety Chemical Safety Hunter Safety Shop Safety Livestock Safety Fire Prevention and Control

	Health	Stress Management Mental Health Awareness/Solutions First aid CPR Time Management
NEW AND INNOVATIVE TECHNOLOGIES	Miscellaneous	Predator Control Legislative Update Farm Theft Prevention
	Biotechnology	Disease Resistance Insect Resistance

Appendix I: Long-Range Plan Example

The long-range plans will focus on the following goals:

Goal 1: Ag Awareness

1. Promote awareness of the importance of agriculture to our county and state through organized instruction provided by Ag Awareness Activities. Continue support of 3rd Grade Farm Day, 7th Grade Farm Tour, and 5th Grade Ag Awareness.
2. Expand the 5th grade program to all elementary schools in the county and implement a “mentor” type program pairing high school Ag students with an assigned elementary school. The program will be more than a one-day event, but rather an ongoing educational process.
3. Begin a weekly program visiting each elementary school on a rotating basis.
4. Support and promote _____ County Ag Day Celebration to educate all sectors of the public on the importance of agriculture.
5. Publicize youth activities and accomplishments. Publicize the “good news” of agriculture by highlighting best management practices utilized by local farmers.
6. Continue to help coordinate the yearly Ag Insert in the _____ County Journal in conjunction with Ag Awareness Week.
7. Continue to work with local civic organizations to give agriculture a “voice” in county decisions.

Goal 2: Educational Programs

1. Conduct an annual needs assessment to determine instructional planning for educational programs.
2. Work with local, state, and federal organizations and agricultural entities to stay abreast of the latest technological advances and best management practices. Disseminate the information through large group, small group, and individual instruction.
3. Schedule more farm tours of local agricultural enterprises that utilize Best Management Practices, conservation practices, and technological advances.
4. Focus on financial management as well as production-oriented management skills.

Goal 3: Leadership Opportunities

1. Encourage participation in leadership development within the Georgia Young Farmer organization.
2. Encourage and provide an opportunity for the development of a relationship with school administrators, school board members, and local legislators.

3. Encourage ongoing relationships with other civic organizations to highlight the importance of agriculture and the many career opportunities available to our youth.
4. Make available a series of short-term internships with specific skill sets, matching local agricultural producers with select students.

Goal 4: County AG Center

1. Continue to work toward completion of the _____ County Ag Center, involving an ever-increasing number of community members.
2. Build a sustainable program utilizing the _____ County Ag Center on a daily basis.
3. Develop a cross curriculum agenda for use of the Ag Center property.

Goal 5: Chapter Activity

1. Increase membership each year by providing relevant educational meetings, leadership opportunities, networking opportunities, and youth/adult interaction.
2. Diversify membership by offering a wide spectrum of educational topics.
3. Encourage participation in state convention activities.

Appendix J: Course Calendar

The Young Farmer Program Course Calendar/Program of Activities is an important document in planning the educational program for the year. The document is also used to measure the educational activities planned by the Young Farmer Teacher. This document may be found on the GA AG ED website under the Young Farmer Tab and under the Advisor Forms and Resources.

Young Farmer Course Calendar and Program of Activities

Year: _____ Name _____

School System _____

Month	Activity Planned	Educational Objective	Teacher/Resource Person	Date/Date Scheduled	No. of Classes	Notes
July						
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
Totals						

Teacher _____

Date _____

Administrator Signature _____

Date _____

Appendix K: Class Registration Form

System	_____	YF Teacher	_____	Date	_____
Class	_____	Instruction provided by:	_____		
Location	_____	Total Attendance	_____		
Educational objectives completed: _____					

Participants, please sign below:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

Appendix L: Georgia Young Farmers Association Constitution and By-Laws

Adopted January 22, 1972

Revised: January 27, 1995; January 27, 2012; January 31, 2020; January 20, 2023;
January 14, 2025

ARTICLE I. NAME

Section A. The name of this organization shall be the Georgia Young Farmers Association.

ARTICLE II. PURPOSES

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

1. To provide opportunities for the development of competent and informed agricultural leadership.
2. To encourage new members in the development of individual agricultural careers and establishment in production agriculture.
3. To provide opportunities for the development of improved conservation practices.
4. To assist and cooperate with other agriculture organizations in the development of an improved understanding of agriculture issues by the general public.
5. To provide opportunities for the development of improved environmental protection practices.
6. To provide opportunities for an enhanced awareness of agricultural legislation.
7. To promote an open line of communication between consumers and producers.
8. To promote and encourage the development of sound economic and management practices in production agriculture.

ARTICLE III. ORGANIZATION

Section A. The Georgia Young Farmers Association is a state organization for out-of-school individuals engaged in production agriculture or other agricultural occupations. It shall consist of affiliated local chapters that are chartered by

the State Association and organized in conformity with its constitution and by-laws.

Section B. Chapters of Young Farmers shall be chartered only in communities where recognized systematic instruction is offered for out-of-school individuals under the provisions of the approved State Plan for Agriculture Education.

Section C. Local chapters shall use the name _____ Chapter Young Farmers Association.

Section D. The State Program Manager of Agricultural Education, Georgia Department of Education, shall be the advisor of the Georgia Young Farmers Association.

Section E. The young farmer teacher or regular agriculture teacher shall be the advisor for the local chapter of Young Farmers.

Section F. The fiscal year for this association shall be July 1 to June 30.

Section G. Delegates from active chapters shall meet at the State Convention to review and/or revise the constitution and by-laws, and elect officers. There shall be two delegates per chapter; however, chapters with 75 or more members are entitled to one additional delegate, based on December 31 membership of the year preceding the convention.

Section H. Local chapters may become and remain affiliated with the State Association by complying with the procedures outlined in the by-laws.

Section I. The Executive Director of the Georgia Young Farmers Association shall be employed by the Agricultural Education Department, Georgia Department of Education, with the responsibility of young farmer education. In the event this position is not filled, the selection of a replacement shall be made by the State Program Manager of Agricultural Education.

ARTICLE IV.

MEMBERSHIP

Section A. Membership in this organization shall be active, associate, honorary, junior, and spouse.

Section B. Active membership. Any individual out of school, actively engaged in production agriculture shall be entitled to become an active member of a local chapter upon receiving a majority vote of the membership present at a local chapter meeting and upon payment of local, and state dues.

Section C. Associate membership. Any individual out of school, who is not actively engaged in production agriculture, but is in the agribusiness field shall be entitled to become an associate member upon receiving a majority vote of the membership present at a local chapter meeting and upon payment of local, and state dues. Associate members shall not hold office, above the local level.

Section D. Honorary membership. Any individual supportive of the improvement of agriculture in Georgia may be elected to honorary membership by action of the Executive Committee. Honorary members shall not vote or hold office.

Section E. Junior Membership: Shall consist of any senior in high school. Members can join at the junior level at half the active membership rate until age 20 or until they graduate from college. Junior members will receive the GYFA magazine. Junior members are not eligible to participate in awards programs or serve on the GYFA board.

Section F. Spouse Membership: Membership is available to the spouse of any active member for half the active membership dues rate.

Section G. A member shall be suspended for failure to pay dues during the fiscal year provided by chapter by-laws or constitution.

ARTICLE V.

OFFICERS

Section A. The officers of the Association shall be: President, Past President, President Elect, Vice President, Secretary, Treasurer, Director of Public Relations, State

Advisor, Executive Director and two Directors from each of three agricultural regions.

Section B. All elected state officers, except directors, shall hold office for one year concurrent with conventions after election or until the election of their successor. The President shall appoint, subject to the approval of the State Executive Committee, a Chaplain and Parliamentarian. Their terms of office shall run concurrent with that of the President which shall run from convention to the following convention.

Section C. All elected officers, except the President-elect, may serve two (2) elected terms in the same office. No member can serve more than five (5) terms in an elected office on the Executive Board unless he/she is elected President-elect after serving five (5) terms. The President-elect is not eligible for any elected office after his/her term expires.

Section D. Any active member of the Georgia Young Farmers Association shall be eligible to hold the office of Region Director in the State Association. All officers elected state-wide must be active members of the Georgia Young Farmers Association and must devote a substantial amount of their time and resources to production agriculture or agribusiness as a way of living. Production agriculture is defined as the on-farm production of food, fiber, or shelter. The President-elect shall be, or have been, a member of the Executive Committee.

Section E. A member must have served on the Georgia Young Farmer Executive Board for three years to be eligible for the office of President.

ARTICLE VI.

EXECUTIVE COMMITTEE

Section A. The Executive Committee shall consist of all officers, directors and the immediate Past President.

ARTICLE VII. DIRECTORS

Section A. There shall be two (2) directors from each of the three agricultural regions in the state. These directors will rotate three on and three off.

ARTICLE VIII.

AMENDMENTS

Article A. Proposed amendments to the State Constitution shall be submitted in writing to the State Secretary before October 1. The Executive Committee shall then prepare the amendments for presentation to the delegates assembled at the annual convention. The amendments shall be adopted or rejected at the annual Convention by a two-third vote of the voting delegates present. Proposed amendments shall be submitted to the membership thirty (30) days prior to the annual Convention.

BY-LAW
GEORGIA YOUNG FARMERS ASSOCIATION

ARTICLE I.

CHARTER ISSUE

Section A. Method of issuing Charters to Chapters. The secretaries of local chapters shall submit with their applications for charters the following information:

1. A copy of the local chapter's constitution and by-laws, which must not conflict with the State Constitution and By-Laws.
2. A copy of the local chapter's tentative program of work for the coming year.
3. The names and addresses of the local officers, members and advisors.
4. The applications for a charter to the State Executive Director shall be signed by the President, Secretary and Advisor of the local chapter and shall be accompanied by a fee of \$20.00 to cover the cost of charter engraving, postage and handling.
5. A charter shall be granted upon approval by the Executive Director.
6. The Executive Committee of the Georgia Young Farmers Association shall have the power to suspend the charter of any local chapter upon receipt of evidence of infringement of the provisions of the State Constitution and By-Laws of the Georgia Young Farmers Association.

ARTICLE II.

DUTIES OF OFFICERS

Section A.

1. It shall be the duty of the President to preside over all meetings of the Georgia Young Farmers Association and of the Executive Committee.
2. The President shall call special meetings of the State Association when requested to do so by the Executive Committee. The President shall have the authority to call special meetings of the Executive Committee.
3. The President shall appoint all special committees, subject to the approval of the Executive Committee and shall serve as an ex-officio member of these committees.

Section B. It shall be the duty of the President-elect to preside at all meetings of the Association in the absence of

the President and assist the President at all times in carrying on the work of the Association.

Section C. It shall be the duty of the Vice President to preside at all meetings in the absence of the President and President-elect and assist the President at all times in carrying on the Association membership program.

Section D. The Secretary shall perform the duties common to such an office, such as keeping an accurate record of the minutes of the State Association, the minutes of the Executive Committee, one copy of which shall be given to the Executive Director for distribution to the President of each local chapter affiliated with the State Association and the members of the Executive and Advisory Committee. In the event the Treasurer is incapacitated, the Secretary shall assume his/her duties.

Section E. It shall be the duty of the Treasurer in cooperation with the Executive Director to receive and disburse all funds authorized by the Association and maintain complete and accurate records of all transactions and serve as a member of the State Finance Committee. He/She shall present to the Association an annual financial statement of the condition of the treasury. He/She shall also present to the Executive Committee an accurate report at all meetings. He/She and the Executive Director shall submit a budget of proposed expenditures to the Executive Committee annually. He/She shall be bonded.

Section F. It shall be the duty of the Director of Public Relations to assist with the publication of any state report and prepare news articles for publication on all meetings of the State Association. Other duties may be assigned by the Executive Committee.

Section G. The State Advisor is the ex-officio member of all committees. He/She is an active member of the State Executive Committee of the Georgia Young Farmers Association and will assist state officers in conducting meetings and other affairs of the Association. He/She shall review actions taken by all local chapters and all state committees to determine whether or not they are in conformity with policies, plans and regulations pertaining to the program of agricultural education as approved by the State Board of Education.

Section H. The Executive Director shall issue charters to local chapters and shall act as publicity agent for the organization and keep records of the membership and progress of the organization. He/She shall review all reports from the local chapters, making an annual report to the delegates at the state meetings and such other supplemental reports as may be necessary. He/She and the Treasurer shall submit a budget of proposed expenditures to the Executive Committee annually. He/She shall be in charge of the arrangements for the annual state meeting and perform such other duties as may pertain to the furtherance of the organization. He/She shall also keep a record of all officers of the organization; their terms of office and of all members of the organization entitled to vote at a State Convention. All bills are to be approved by the Executive Director before payment by the Treasurer. All duties are to be mailed to the Executive Director. He/She shall also be bonded. He shall perform other duties as directed by the Executive Committee and/or State Advisor.

ARTICLE III.

ELECTIONS

Section A. The officers shall be elected during the annual convention. The vote shall be by secret ballot and a candidate must receive a majority vote of the delegates that are present in order to be duly selected. The President shall appoint a committee to tabulate the votes (one member from each Agriculture Education region).

Section B. Candidates for each office, except the Chaplain and Parliamentarian shall be nominated by the nominating committee and placed before the delegates. Additional nominations may be made from the floor by any official delegate.

Section C. The nominating committee shall consist of the Junior Director of each of the three Regions along with the immediate Past President, who will serve as chairman. The purpose of the nominating committee will be to ensure that all officer candidates meet the guidelines as set forth in Article V., Section D. of the Constitution of the Georgia Young Farmers Association. The Nominating Committee shall ensure that all candidates for State office are qualified. The Nominating Committee shall meet approximately (30) days prior to the State Convention to review state officer candidate

applications to ensure that only qualified candidates are allowed to be placed on the ballot at the state convention.

ARTICLE IV.

COMMITTEES

Section A. The President with the approval of the Executive Committee shall appoint all committees as needed.

Section B. The Executive Committee shall conduct the business of the State Association, subject to such regulations and by-laws as have been adopted by the delegates.

ARTICLE V.

OFFICIAL COLORS

Section A. The official colors of the organization shall be red and green.

ARTICLE VI.

MEETINGS

Section A. An annual convention shall be held. The voting members shall consist of the Executive Committee and two (2) or three (3) official delegates from each local chapter in good standing.

Section B. The Executive Committee shall be responsible for selecting a site for the next annual Convention, which will be held the last weekend in January if possible.

Section C. Parliamentary procedure of all meetings of this organization shall be in accordance with "Robert's Rules of Order".

Section D. A quorum for the State Convention shall consist of delegates from a majority of the local young farmer chapters that are affiliated with the State Association.

Section E. A quorum for the Executive Committee shall consist of a majority of the members of the committee. The Executive Committee shall appoint a member to fill any vacancy in the committee created by a resignation, death and the like until the next annual meeting of the Association.

ARTICLE VII.

DUES

Section A. Changes in dues, including all privileges, shall be recommended by the State Executive Committee and

approved by a majority vote of the delegates present at the annual convention. The budget for the Association shall be developed by the State Executive Committee.

Section B. Dues shall be due and payable March 15 of each year. A chapter will retain its active membership for a period of sixty days past the due date.

ARTICLE VIII.

AWARDS

Section A. The Executive Committee of the Young Farmers Association shall develop appropriate awards programs. Officers of the State Association are not eligible to participate. Appropriate judges will be selected for all awards programs.

ARTICLE IX.

AMENDMENTS TO THE BY-LAWS

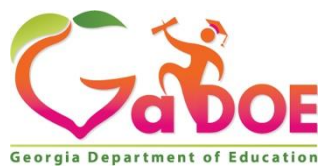
Section A. Proposed amendments to the By-Laws must be submitted in writing to the State Secretary. The Executive Committee will prepare the proposed amendments for presentation to the delegates at the annual Convention. The amendments must be adopted or rejected by a two-thirds vote of the voting delegates present. Proposed amendments shall be submitted to the membership thirty (30) days prior to the annual Convention.

ARTICLE X. DELEGATES

NATIONAL YOUNG FARMERS EDUCATIONAL ASSOCIATION

Section A. Delegates to the NYFEA from the Georgia Young Farmers Association shall be members of or appointed by the current State Executive Committee.

Section B. The delegates to the NYFEA shall be selected from the current State Executive Committee before consideration of previous Executive Committee members. NYFEA delegates shall be selected from officers on the State Executive Committee in the following order: President, Past President, President Elect, Vice President, Secretary, Treasurer, Director of Public Relations, Senior Region Directors and Junior Region Directors.



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Richard Woods, State School Superintendent
Educating Georgia's Future