

New York Association of FFA  
A Chartered Organization of  
The University of the State of New York  
Founded in 1926

**Constitution**

**Revised May 2015**

Preamble:

The New York Association of Future Farmers of America was organized in August 1926 at a meeting of delegates of Young Farmer organizations then existing in individual high schools of the State. It was formed under the name of New York Association of Young Farmer Clubs and a constitution was then adopted.

Because of the progress that was made in widening the activities of the Association and perfecting its organization in the State, and because of the institution of the national body of Future Farmers of America, the constitution was revised in September 1929, under the name of the New York Association of FFA.

At the tenth annual meeting of the Future Farmers of America in October 1937, the National constitution was revised. In order to incorporate desirable changes suggested by the National FFA constitution, and to include such amendments to the State constitution as was made by delegates at annual meetings since 1929, the constitution was revised and adopted at the annual meetings in August 1938 and in May 1956. The Constitution Revision Committee reviews the Constitution at each State Annual Meeting and amendments are proposed. Those amendments approved by the delegate body are sent to the Governing Board for adoption.

In June of 1969 the Board of Trustees and the Association of Teachers of Agriculture of New York approved the State FFA Constitution and By-Laws.

In 2008 the Constitution was revised to incorporate changes made over the years in the National FFA Constitution so that New York would remain in compliance. It was also changed to reflect the name change of the teacher association - the New York Association of Agricultural Educators (NYAAE).

In 2009, in part as a result of a statewide strategic planning initiative that included stakeholders from all facets of agricultural education, it was concluded that our organizational structure was convoluted and that too many teachers were needed to serve in a leadership capacity for the number of agriculture education programs that remain in New York State. Additionally services once the responsibility of NYAAE are now the responsibility of the New York Agriculture Outreach and Education Unit within the Education Department at Cornell University. Thus, the Board of Trustees and the NYAAE boards were merged. The constitution was updated to reflect these changes and adopted at the 2010 New York State FFA Annual Meeting.

The New York Association of FFA will function in compliance with the Vocational Educational Acts of 1963 and the amendments of 1968, 1984, 1990 and 2006, in accordance with the plan for the administration of Career and Technical Education in New York State.

**Additional amendments are made as conditions warrant.**

NEW YORK ASSOCIATION OF FFA  
CONSTITUTION  
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ARTICLE I  
**NAME AND MISSION**

**Section A.** The name of the organization shall be: The New York Association of FFA.

**Section B.** The primary aim of the New York Association of FFA is the development of agricultural leadership, cooperation, and citizenship. The specific purposes for which this organization was formed are as follows:

1. To develop competent and effective agricultural leadership.
2. To create and nurture a love of agricultural life.
3. To strengthen the confidence of students of Agricultural Education in themselves and their work.
4. To create more interest in the intelligent choice of agricultural careers.
5. To encourage members in the development of individual supervised agricultural experience programs and the establishment of agricultural careers.
6. To encourage members to improve the home and its surroundings.
7. To participate in worthy undertakings for the improvement of the industry of agriculture.
8. To develop character, train for useful citizenship, and foster patriotism.
9. To participate in cooperative effort.
10. To encourage and practice thrift.
11. To encourage improvement in scholarship.
12. To provide and encourage the development of organized intra-curricular activities.

**Section C:** The mission of the New York Association of FFA is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agriculture education.

Article II  
**Organization**

**Section A.** The State Association of FFA shall be New York's representative body in the National FFA organization.

Section B. The New York Association of FFA is a State organization with local chapters in secondary schools where instruction in agriculture is conducted.

Section C. The objective of the organization shall be consistent with Section 3 of the organization's federal charter, the Board of Regents, Public Law 81-740. The organization shall cooperate with the national and state government agencies and officials for career and technical education in accomplishing the following objectives:

1. To be an integral part of the organized instructional programs in agricultural education which prepare students for a wide range of careers in agriculture, agribusiness, and other agriculture-related occupations.
2. To strengthen the confidence of students in themselves and in their work by developing desirable work habits and the effective usage of their time; by learning to assume responsibility; and by developing competencies in communications, human relations, and other social abilities leading to the intelligent choice of a career and successful employment or entrepreneurship in the agricultural industry.
3. To provide agriculture-related programs and activities which will develop pride, responsibility, leadership, character, scholarship, citizenship, patriotism, and thrift, and which will improve the economic, environmental, recreational, and human resources of the community.
4. To encourage and recognize achievement in supervised agricultural experience programs, scholarship, leadership and other individual and group activities by providing awards to deserving members and chapters.

Section D. Upon admission to membership of a local group as a chapter of the Association, a charter shall be provided by the Association, signed by its principal officers, bearing the date of admission into the Association and designating the name of such chapter and number which shall be assigned by the National FFA Organization.

Section E. After admission, in order to remain in good standing, a chapter must have paid the prescribed membership dues and assessments of the State Association for the current year and carry on a program of activities in harmony with the aims and purposes of the State Association.

Section F. Any chapter not in good standing will be denied participation of its members in all activities, programs and meetings arranged and conducted by the State Association. The New York FFA Association activities are an integral part of the organized instructional programs in agricultural education which prepare students for a wide range of careers in agriculture, agribusiness, and other agriculture-related occupations.

### ARTICLE III

#### Insignia

Section A. The New York Association of FFA will use the official insignia as designated by the National Organization.

ARTICLE IV  
Membership

Section A. Membership in this Association shall be Active (State & National), Collegiate, Alumni, and Honorary.

Section B. Active Membership State and National

1. Any Student:

- a. While in school, be enrolled in at least one agricultural education course during the school year and/or follow a planned course of study; either course must include a supervised agricultural experience program, the objective of which is preparation for an agricultural career
- b. Enrolled in a Supervised Agricultural Experience (SAE) program for a local Regents diploma credit.

2. A member may retain active membership until November 30, following the fourth National FFA convention after graduation from high school

Section C. New York State membership only is available to any student in grades 6, 7, or 8 who is enrolled in a course or class in which there is instruction in agriculture skills.

Section D. Alumni Membership: Following the termination of active membership status, a member may become an Alumni member.

Section E. Honorary Membership: Agriculture teachers and supervisors, school officials, persons operating or employed in agriculture business or operations, staff members in agricultural education, and who have rendered outstanding service to the State Association may be elected to honorary membership upon the recommendation of the Governing Board, Honorary members in the State Association shall be awarded an appropriate Honorary Empire Degree. Guidelines for the nomination of Honorary Members shall be on file at the State FFA Office.

Section F. Collegiate Membership: Students enrolled in college level courses may become associate members of the FFA upon payment of State and National dues through a local collegiate chapter established by the National Constitution.

ARTICLE V  
Active Membership Degrees

Section A. There shall be five degrees of active membership upon achievement. These are: (1) Discovery Degree (2) Greenhand, (3) Chapter Degree and (4) Empire Degree (5) American Degree. The National Organization sets minimum standards which must be met and the State Association or local chapter may establish other requirements.

Section B. “Discovery Degree” – to be eligible to receive the Discovery FFA Degree from a chapter, a member must meet the following minimum requirements:

1. Be enrolled in agricultural education class for at least a portion of the school year while in grades 7 – 8
2. Have become a dues paying member of the FFA at local, state and national levels.
3. Participate in at least one local FFA chapter activity outside of scheduled class time.
4. Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
5. Be familiar with the local FFA chapter Program of Activities.
6. Submit written application for the degree.

Section C. “Greenhand Degree” – On meeting the following minimum qualifications, the Greenhand Degree may be conferred by the Chapter:

1. Be regularly enrolled in an agricultural course on the secondary school level and have satisfactory and acceptable plans for a supervised agricultural experience program.
2. Learn and explain the FFA Creed, Motto and Salute to the American Flag.
3. Describe the FFA emblem, colors and symbols.
4. Explain the proper use of the FFA jacket.
5. Have satisfactory knowledge of the history of the organization.
6. Know the duties and responsibilities of FFA members.
7. Personally own or have access to an official FFA Manual.
8. Be familiar with the purposes of the FFA and the program of activities of the local chapter.

Section D. “Chapter Degree” – On meeting the following minimum qualifications, the Chapter Degree may be conferred by the chapter:

1. Must have received the Greenhand Degree.
2. Be regularly enrolled in an agricultural course on the secondary school level and must have satisfactorily completed 180 hours of systematic school instruction in agricultural education.
3. Must have earned \$150.00 and/or must have worked on a minimum of 45 clock hours in a Supervised Agricultural Experience Program.
4. Have satisfactory knowledge of the local constitution and of the local program of activities.
5. Be familiar with the purposes and program of the State Association and the National Organization.
6. Demonstrate several parliamentary procedure abilities and the ability to lead a group discussion.

7. Have satisfactory scholastic record in an agricultural course.
8. Complete a minimum of 10 hours of community service activities
9. Meet other requirements as established by the chapter.

Section E. “Empire Degree” – On meeting the following minimum qualifications, the Empire Degree may be conferred by the New York Association of FFA in one of the four agricultural areas: “State Star Farmer, State Star in Agribusiness, State Star in Agricultural Placement, and State Star in Agriscience.

A Chapter may submit as many applications for this degree as it has candidates who qualify. The number of Empire Degrees awarded annually will comply with the provisions of the National FFA Constitution.

**Minimum Qualifications:**

1. Must have the Chapter Degree preceding the election to the Empire Degree and be an active member for at least two years (24 months) at the time of receiving the State FFA Degree.
2. While in school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
3. Must be familiar with the Constitution of the State Association and National Organization.
4. Must have in operation a supervised agricultural experience program which must show comprehensive planning, continuation, growth, and increase in scope.
5. An applicant must have:
  - a. Earned and productively invested at least \$1,000, or worked at least 300 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program. Any combination of hours x \$3.33 plus dollars must be equal to, or greater than the number 1,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
  - b. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent
  - c. Have participated in the planning and completion of the chapter program of activities.
  - d. Developed outstanding leadership competencies by:
    - a. performing 10 procedures of parliamentary law
    - b. giving a six-minute speech on a topic relating to agriculture or the FFA
    - c. serving as an officer, committee chairperson, or participating member of a chapter committee
6. Must give evidence of possessing qualities of leadership as shown by having held responsible positions in connection with student organization, local chapters, and community activities.
7. Must have complete, accurate and neat records of work planned and carried out in connection with his/her supervised agricultural experience program.
8. Must have made satisfactory progress toward meeting the requirements of a high school diploma.
9. Complete at least 25 hours of community service in a minimum of two different activities. All community service hours are cumulative, i.e. the 10 community service hours used to obtain the chapter degree can be used toward the state degree.

10. Have participated in at least five different FFA activities above the chapter level.
11. Must have participated in an outstanding way in activities for community improvement and the development of agriculture.
12. Must be recommended by the advisor of the local chapter.

Section E. "American Degree" - To be eligible to receive the American FFA Degree from the National FFA Organization, the member must meet the following minimum qualifications:

1. Have received the State Empire FFA Degree, have been an active member for the past three years (36 months) and have a record of satisfactory participation in the activities on the chapter and state levels.
2. Have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in an agricultural education program or To have completed at least the equivalent of 360 hours of systematic secondary school instruction in agricultural education and one full year of enrollment in a postsecondary agricultural program or have completed the program of agricultural education offered in the secondary school last attended
3. Have graduated from high school at least 12 months prior to the national convention at which the degree is to be granted.
4. Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience program through which a member has exhibited comprehensive planning, managerial and financial expertise.
5. Have earned and productively invested at least \$7,500 or have earned and productively invested at least \$1,500 and worked 2,250 hours in excess of scheduled class time. Any combination of hours x \$3.33 plus dollars must be equal to, or greater than the number 9,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.

\*Note: Effective January 1, 2015: A student after entering agricultural education must have:

- a. Earn at least \$10,000 and productively invested \$7,500 or
  - bb. Have earned and productively invested at least \$2,000 and worked 2,250 unpaid hours in excess of scheduled class time; Any combination of hours, times a factor of 3.56 plus actual dollars earned and productively invested must be equal to or greater than the number 10,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
6. Have completed at least 50 hours of community service within at least three different community service activities. These hours are in addition to the paid or unpaid supervised agricultural experience hours. Have maintained a "C" grade average or better.

## ARTICLE VI

The State Advisor, Executive Secretary and Executive Treasurer

Section A. The State Advisor shall be an active member of New York Association of Agricultural Educators (NYAAE) and shall be the State Education Department appointed representative.

Section B. The Executive Secretary shall be an active member of NYAAE and shall be an Agricultural Education Outreach Staff Person.

Section C. The Executive Treasurer shall be designated by the State Board of Trustees.

## ARTICLE VII

### Quorum

Section A. A quorum at any meeting of the New York Association of FFA shall consist of a majority of chapters with representatives whose state dues are paid as determined by the official records of the State Treasurer by the March 15th deadline.

Section B. A quorum at any meeting of the Board of Trustees, Board of Student Officers, or Governing Board shall consist of a majority of the members of each group.

## ARTICLE VIII

### Amendments

Section A. Proposed amendments to the State Association Constitution may be submitted by a local chapter, the State Board of Student Officers, or the State Board of Trustees. Proposed amendments to the State Association Constitution must be submitted in writing to the State Executive Secretary at least 90 days prior to the Annual Meeting of the State Association. Proposed amendments must be submitted by the State Advisor to local chapters at least 30 days prior to the Annual Meeting of the State Association, be reviewed by the State Board of Student Officers and by the Board of Trustees, and submitted by the State Officers with recommendations to the delegates at the Annual Meeting. An amendment to the State Association Constitution may be approved at any Annual Association Business Meeting by a 2/3 vote of the delegates and ratification by a majority of the chapters present provided a quorum is present.

Section B. By-Laws may be amended at any meeting by an affirmative vote of a majority of the Governing Board, provided that at least thirty days notice has been given all members of the Governing Board of the character of the proposed amendment, or amendments, to be voted upon.

Section C. The interpretation of the Constitution shall be the responsibility of the Governing Board.

NEW YORK ASSOCIATION OF FFA  
A Chartered Organization of  
The University of the State of New York  
Founded in 1926

**BY-LAWS**  
**ARTICLE I**  
Officers

Section A. The student Line Officers of the New York Association of FFA shall be: President, Vice President, Secretary, Treasurer, Reporter and Sentinel. The term of office shall be from July 1 of the year elected until June 30 of the following year. A student elected to a state line office may be re-elected to serve one additional term as a different position - unless previously elected to the position of President. A District President is eligible to run for a Line Office after serving one year as District President.

Section B. Each FFA district may elect a District President. A nominee is eligible to run as a sophomore or junior, but may serve as a District President for only one year and is eligible to run for a Line Office after serving that one year as a District President. The District President shall be elected by the delegates of that district at the Annual Meeting and shall reside in the district in which he or she is elected.

Section C. Election of State Association Line Officers shall be as follows: The State Line Officers shall be elected at the Annual Meeting by the State FFA delegates at large. The Line Officer nominating committee shall issue a list recommending a maximum of two candidates per line office. This list will comprise the State Line Officer Slate. A candidate may move up only one position on the slate, after a motion from the floor. No member may be nominated from the floor for any line office who has not been recommended for a line office by the Line Officer nominating committee. Line Officers shall be elected by a majority of the delegates present and voting. Voting shall be by written ballot. If there is not a majority on the first vote, all but the top two candidates will be dropped and a second vote taken.

Section D. The election of District Presidents shall be as follows: The District Nominating Committee shall rank all District President candidates from each of the 10 districts. Line Officer candidates, who wish to be considered for District President, must be evaluated by the District President Nominating Committee. The top two ranked candidates will be the only candidates allowed to be considered for District President. If a candidate for District President is elected to a Line Office Position, they will be removed from the ranking of District President candidates and the candidate ranked next will be moved up.

**ARTICLE II**  
Governing Board

Section A. The Governing Board of the New York Association of FFA shall consist of the Board of Student Officers and the NYAAE Board of Trustees.

- Section B. Meetings. Each body (Student Officers and Trustees will meet at least twice annually to consider FFA policy changes. Either board may propose a policy change, but no change will be enacted unless it is approved by both boards. Policy change proposals must be presented in the form of a resolution by the chair of the proposing board.
- Section C. The State Board of Student Officers shall consist of the annually elected State Association President, Vice President, Secretary, Treasurer, Reporter and Sentinel, and the District Presidents. The District President Advisors, Executive Secretary and State FFA Advisor will serve in an ex-officio (advisory) capacity.
- Section D. Committees. The standing committees shall be as follows: Program of Activities, Camp Program Facilities, State Fair, Career Development Events and Public Relations. Each committee will be chaired by a student officer. NYAAE Trustees will serve on committees which will meet minimally at the Annual Meeting. Committees may include any FFA members and advisors.
- Section E. It shall be the duty of the State Board of Student Officers to advise and make recommendations to the State Board of Trustees with respect to the conduct of the activities and business of the organization, as well as to support and maintain the best interest of agriculture education in the State FFA Association.

### ARTICLE III

#### State Board of Trustees

- Section A. The Board of Trustees.
- a. Regional Representatives - Five teacher members, each elected by the NYAAE membership at the NYAAE Annual Meeting by dues paid NYAAE members from their respective regions will serve as regional representatives. These will consist of one representative each from the following combined FFA districts: 1/2, 3/6, 4/5, 7/8, 9/10. Each of these five members will serve a three-year term. Only these five trustees or their elected alternate will cast a “teacher” vote on FFA business which includes personnel or budget matters and FFA policy change proposals brought before the State Board of Trustees.
    1. Districts 1 and 2 – 2010 and every three years thereafter
    2. Districts 3 and 6 – 2011 and every three years thereafter
    3. Districts 4 and 5 – 2011 and every three years thereafter
    4. Districts 7 and 8 – 2012 and every three years thereafter
    5. Districts 9 and 10 – 2012 and every three years thereafter.
  - b. The chair of the NYAAE Board of Trustees shall be the NYAAE President or their Designee.
  - c. Advisory non-voting members will include the State FFA Advisor, Representative from the State Education Department or their designee, State FFA Executive Secretary, NYAAE Executive Secretary, FFA Executive Treasurer, Post-Secondary Representative, RAENY Representative and the NY FFA Leadership Training Foundation Chair or their designee

- d. Quorum. A Quorum for voting on FFA policy changes, personnel issues or budget issues is defined as the President (or designee) and four out of five regional trustees as defined in “sub-section a” above.
- e. Standing Committees as defined in Article II, Section D shall include the District President Advisors, State Officers and may include non-board members from the teaching field at large.
- f. The Advisor to the District President will coordinate all district events including but not limited to the district workshop, district award applications, and district career development events.

Section B. Terms. The terms of all regional trustees shall start July 1 of the year elected and continue for three-year duration. Regional trustees may serve up to two consecutive terms. Additional terms may be served following a three year period without service as a regional trustee.

Section C. Officers. The chair of the State Board of Trustees shall be the NYAAE President. The Secretary shall be elected of and by the regional representatives. The executive treasurer shall be a non-teaching, contracted services position. The secretary shall be elected by the regional trustees at the first meeting after June 15 of each year.

Section D. Meetings. The Board of Trustees shall meet at least twice each year to consider FFA Policy changes. Special meetings of the Board of Trustees may be called at the time and location designated by the Chairman with not less than seven days prior notice. Members will receive notice of regular meetings 30 days prior to the meetings, except for the first meeting after June 15 each year. Any FFA policy related action taken by the Board of Trustees must be presented at the next Student Officer meeting and vice versa. No policy change will take effect unless passed by both boards. Meeting minutes will be distributed to all members. Official copies of all meeting minutes shall be kept in the NYS FFA Office.

Section E. Vacancies. Whenever a vacancy occurs among members of the State Board of Trustees, other than from expiration of their terms of office, the elected alternate shall fill-in. If there is no alternate, NYAAE Executive Committee shall appoint a replacement to serve until elections are held at the next NYAAE Annual Meeting where a new trustee will be elected to complete the remainder of the term.

Section F. Duties. The NYAAE Board of Trustees shall:

1. Approve budget and special transactions of the State FFA Association.
2. Appoint an Executive Treasurer and define the duties of the position.
3. Appoint an auditing committee to review the Executive Treasurer’s and Student Treasurer’s books annually.
4. Aid in planning, conducting and evaluating the Annual Meeting.
5. Make long range policy decision concerning the State FFA Association.
6. Participate in an annual board training workshop coordinated by the Agriculture Outreach and Education Staff.

Section G. Authority. The State Board of Trustees shall have the authority to approve or disapprove actions of the State Board of Student Officers and the delegates at any Annual Meeting of the State Association in order to assure conformity with the provisions of the National Career and Technical Education Acts and the New York State Education Department.

ARTICLE IV  
Annual Meeting and Delegates

Section A. The Annual Meeting of the Association shall be at the time and place designated by the Governing Board. Such other meetings of any statewide character may be called by the Governing Board as they deem desirable to promote the best interests of the Association.

Section B. Each local chapter may designate two delegates for the first 25 active (State and National) members plus one additional delegate for each additional 25 members or major fraction thereof. Chapters with 10 or more “state only” members are eligible for one additional delegate. All members of the State Association are invited to attend all meetings, but official action will be restricted to the authorized delegates.

Section C. The delegates present at the Annual State Association Meeting shall elect from those active members present holding the Empire Degree, the officers of the Association as provided for in this constitution. District President Candidates do not have to hold the Empire Degree to be elected. The delegates shall also consider and take action on all matters presented to the State Association.

ARTICLE V  
Dues

Section A. Membership dues as determined by the delegates at a previous Annual Meeting are to be paid for each member of each local chapter to the State Association for the fiscal year, July 1 to June 30. A chapter to be in good standing and eligible to participate in any State Association conducted activity shall have submitted their “Initial” roster and paid the current year’s dues by February 1 of that year. A member to be in good standing and eligible to participate in any State Association activity shall have paid the current year’s dues as per the current dues policy (see NYS Association of FFA Policy Book) prior to that activity.

Section B. A special assessment may be voted at an Annual Meeting of the State Association to be collected from the membership during the ensuing year.

ARTICLE VI  
The Fiscal Year

Section A. The fiscal year of the State Association shall commence on the first day of July and shall end the thirtieth day of June of the next succeeding calendar year.

ARTICLE VII  
Rules of Order

Robert's Rules of Order, latest revised edition, provisions as stated in Law Pamphlet 9, Incorporation of Educational Institution by the Regents, and the State Association Constitution and By-Laws shall be the final authority on rules of order governing the State Association, Governing Board, Board of Student Officers and Board of Trustees.

ARTICLE VIII  
Sub District Structure

Section A. Prior to the time of the State Association meeting each year, each sub district, as set up by the State Board of Trustees, shall elect a President, Vice President, Secretary, Treasurer, Reporter, and Sentinel. These officers are to assume office at such time as may be determined by the sub district, but prior to the next school year.

Section B. Sub District Presidents shall be considered as delegates at large to the Annual State Association Meeting. A sub district president may designate another sub district officer to act as the delegate-at-large.

Section C. Sub district Leadership Certificate. A sub district association may award this certificate with the following qualifications to a candidate.

1. Must have a passing grade in all subjects.
2. Must have completed one year and two units of agricultural instruction by the end of the school year the application is made.
3. Must have held a chapter office or been an official delegate at a State Association meeting or have passed a leadership test.
4. Must have earned and deposited in a bank or otherwise productively invested at least \$250.00 and carried out a supervised agricultural occupational experience program of a minimum of 250 clock hours.

Section D. Standards in addition to the above may be set up by the sub district association with the approval of the State Governing Board and with a report on file at the State FFA Office.

ARTICLE IX  
State FFA Districts

Section A. There shall be ten FFA District as established by the Governing Board. FFA Districts will be made up of one or more Sub-Districts and will be contiguous in nature. FFA Districts will serve primarily to help plan, conduct, and evaluate all leadership activities within the district. Beginning in 2011 and every five years thereafter, the Governing Board shall evaluate equity to ensure that students have equal opportunity.

Section B. Advisors to the District Presidents shall be responsible for:

- a.) Helping to plan, conducting, and evaluating any district level leadership training activity.
- b.) Helping to plan and conducting district level Career Development Events.
- c.) Serving in an advisory capacity to the state officers and district presidents, including serving as a member of standing committees.

Section C. Duties of advisors to District or State Officers. Since the advisor to each District or State FFA Officer has shown interest in and approved the officer's candidacy, it is desirable to the welfare of the officer and the association that the advisors continue his/her active advising of the officer. In doing so the advisor should assist the District or State Officer in:

1. Answering all correspondence without delay.
2. Providing means for securing adequate transportation to State Association approved activities.
3. Completing and reporting all assignments.
4. Rehearsing part in ceremonies and rituals.
5. Preparing and delivering speeches on the FFA.
6. Preparing and accomplishing goals set for this year in office.
7. Encourage the accompanying of officers to meetings to understand State Association policy.

The District President's advisor will cooperate with the member of the NYAAE Board of Trustees from that district in planning all leadership activities at the district level. This planning will take as needed.

## ARTICLE X

### Definition and Duties of Officers

Section A. Duties of the NYAAE Board of Trustees:

1. Conform with Article III of the New York Association of FFA Bylaws
2. Approve budget and special transactions of the New York Association of FFA.
3. Appoint an Executive Treasurer and define the duties of the position.
4. Appoint an auditing committee to review the Executive Treasurer's and Student Treasurer's books annually.
5. Aid in planning, conducting and evaluating the Annual Meeting.
6. Make long range policy decisions concerning the State FFA Association.
7. Each Regional Trustee shall be responsible for:
  - a) Helping to plan, conduct, and evaluate any district level leadership training activity sponsored by the State FFA Association.
  - b) Helping to plan and conduct district level contests in Junior and Senior levels of: Extemporaneous and Prepared Public Speaking, Creed Speaking, Agricultural Issues, Parliamentary Procedure, Job Interview, and People in Agriculture.

Section B. Duties of advisors to District Presidents or State Officers. Since the advisor to each District or State FFA Officer has shown interest in and approved the

officer's candidacy, it is desirable to the welfare of the officer and the association that the advisors continue his/her active advising of the officer. In doing so the advisor should assist the State District or State Officer in:

1. Answering all correspondence without delay.
2. Providing means for securing adequate transportation to State Association approved activities.
3. Completing and reporting all assignments.
4. Rehearsing part in ceremonies and ritual.
5. Preparing and delivering speeches on the FFA.
6. Preparing and accomplishing goals set for this year in office.
7. Encourage the accompanying of officers to meetings to understand State Association policy.

The district president's advisor will cooperate with the member Board of Trustees from that district in planning all leadership activities at the district level. This planning will take place at the time of the Annual Board of Trustees Meeting.

Section C. Duties of District Officers:

1. Serve as Presidents of the district from which they are elected.
2. Serve as State Association representatives to all chapter events within their district.
3. Conduct all district level events.
4. Assist with all state sponsored FFA events as directed by State Staff.
5. Assist with the Chapter Officer Leadership Training (COLT) Conference.
6. Attend State FFA Governing Board and Board of Students officers meetings.
7. Represent State Association at State functions as assigned by State FFA Office.
8. Assist line officers in conducting the Annual Meeting of the State FFA Association.

Section D. Duties of Line Officers. In addition to State District Officer duties, the State Officers shall:

1. Attend the State FFA Governing Board and Board of Student Officer Meetings.
2. Conduct the Annual Meeting of the State association.
3. Conduct FFA and other leadership training for a week at Oswegatchie Camp.
4. Conduct Fall FFA Leadership Conference.
5. Assist with the Chapter Officer Opportunity for Leadership Conference.
6. Serve as official delegates to the National FFA Convention as assigned by the State FFA office. (Special duties of State and District Officers are on file at the State FFA Office.)
7. Represent State Association for National functions.
8. Conduct chapter visits as assigned by the Executive Secretary.

9. Line officers shall NOT compete in District, Sub-State or State-level Career Development Events after their term of office has begun. They may compete in National Level Career Development Events if they qualified at the State level prior to being elected to office.

Section E. Executive Treasurer shall:

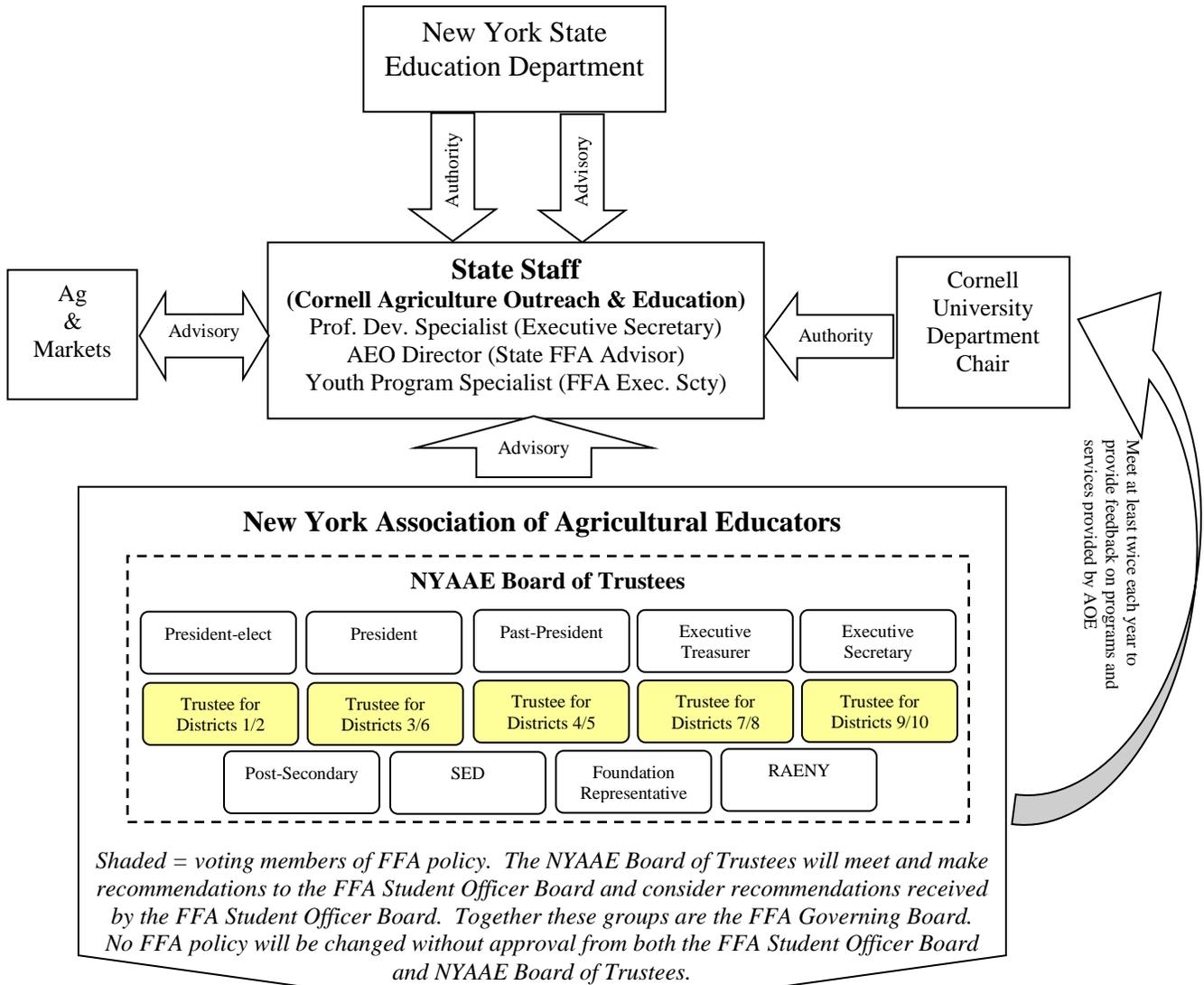
1. Be appointed and serve at the discretion of the Board of Trustees.
2. Inform the Board of Trustees on financial matters of the Association. (Specific duties are on file in the State FFA Office.)

Section F. Chairman of the Contest Coordinating Committee shall:

1. Be elected and serve at the discretion of the Board of Trustees.
2. Inform the Board of Trustees and State FFA Advisors on contest coordination matters. (Specific duties are on file in the State FFA Office).
3. Meet with the Board of Trustees on request of the Chairperson.

# NYS Secondary Agricultural Education Structure

12/27/2009 - \*THIS IS A WORKING DOCUMENT\*



**FFA Student Officer Board**

State FFA Line Officers and District Presidents with District President Advisors as ex-officio members  
*The Executive Secretary, State FFA Advisor and District President Advisors will serve as ex-officio members of the board in an advisory capacity. The board provides policy recommendations to the NYAAE Board of Trustees for final adoption. The NYAAE Board of Trustees will meet and make recommendations to the FFA Student Officer Board. No policies will be adopted without approval from both boards. District Presidents and their advisors coordinate district events and serve as a liaison between FFA*

New York FFA Members and FFA Advisors