Southern Nash FFA Chapter Constitution/By-laws

**ARTICLE I-Name, Missions and Strategies**

Section A-The name of this organization shall be the Southern Nash High FFA Chapter of the National FFA Organization.

Section B-The mission and strategies for Southern Nash FFA chapter are as follows:

FFA makes a positive difference in the lives of students by developing their potential for **premier leadership, personal growth and career success** through agricultural education.

1. Develops competent and assertive agricultural leadership.
2. Increases awareness of global and technological importance of agriculture and its contribution to our well-being.
3. Strengthens the confidence of agriculture students in themselves and their work.
4. Promotes the intelligent choice and establishment of an agricultural career.
5. Encourages achievement in supervised agricultural experience programs.
6. Encourages wise management of economic, environmental and human resources of the community.
7. Develops interpersonal skills in teamwork, communications, human relations and social interaction.
8. Builds character and promotes citizenship, volunteerism, and patriotism.
9. Promotes cooperation and cooperative attitudes among all people.
10. Promotes healthy lifestyles.
11. Encourages excellence in scholarship.

**ARTICLE II-Organization**

Section A-The Southern Nash Chapter of FFA is a chartered local unit of the North Carolina Association of FFA, which is chartered by the National FFA Organization.

Section B-This chapter accepts in full the provisions on the constitution and bylaws of the North Carolina Association of FFA as well as those of the National FFA Organization.

**ARTICLE III-Membership**

Section A-Membership in this chapter shall be of three kinds: (1) Active; (2)Alumni and (3) Honorary, as defined by the National FFA Constitution.

Section B-The regular activities of this chapter shall be carried on by the active membership in good standing.

Section C-Honorary membership on this chapter shall be limited to the Honorary Chapter FFA Degree. Honorary members shall not have voting privileges.

Section D-Active members in good standing may enjoy all privileges of FFA

membership and may vote on all business brought before the chapter.

An active member shall be considered in good standing when:

1. While in school, be enrolled in at least one agricultural education course during the school year and / or follow an independent planned course of agricultural study. Either type of course must include a supervised agricultural experience program, the objective of which is preparation for an agricultural career.
2. Show an interest in the affairs of the organization by attending meetings, striving for degrees of membership, and participating in other organized activities of the chapter.
3. Pay all current local, state and national dues by the date determined by the chapter.
4. Display conduct consistent with the ideals and purposes of the National FFA Organization.

Section E-Names of applicants for membership shall be filed with the membership committee.

**ARTICLE IV-Emblems**

Section A-The emblem of the FFA shall be the emblem for the chapter.

Section B-Emblems used by the members shall be designed by the National FFA Organization.

**ARTICLE V-Degrees and Privileges of Active Membership**

Section A-There shall be four degrees of active membership based in individual

achievement. These degrees are (1) Greenhand Degree, (2) Chapter FFA

Degree, (3) State FFA Degree, and (4) American FFA Degree.

 1. All “Greenhands” are entitled to wear the regulation bronze emblem pin. All members holding the Chapter FFA Degree are entitled to wear the regulation silver pin. All members holding the State FFA Degree are entitled to wear the gold emblem charm. All members holding the American FFA Degree are entitled to wear the regulation gold emblem key.

Section B-Greenhand FFA Degree. Minimum qualifications for election: (Refer to National Constitution)

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the meaning of the FFA Creed, Motto, and Salute.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate knowledge of the FFA code of Ethics and the proper use of the FFA jacket.
5. Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws, and the chapter Program of Activities.
6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit a written application for the Greenhand Degree.
8. Must participate in a fundraising activity, service activity, leadership activity, or community service/ public awareness activity.
9. Paid all current local, state, and national FFA dues.

Section C-Chapter FFA Degree. Minimum qualifications for election: (Refer to National Constitution)

1. Must receive the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an agricultural education course.
3. Must have participated in the planning and conducting of at least three official functions in the chapter Program of Activities.
4. Must have earned and productively invested at least $150 by the member’s own efforts or worked at least forty-five hours in excess of scheduled class time, or a combination thereof, and have developed plans for continued growth and improvement in a supervised agricultural experience program.
5. Must have effectively led a group discussion for 15 minutes.
6. Must have demonstrated five procedures of parliamentary law.
7. Must show progress toward individual achievement in the FFA award programs.
8. Must have satisfactory scholastic record.
9. Must submit a written application for the Chapter FFA Degree.
10. Must participate in a fundraising activity, service activity, leadership activity, or community service/ public awareness activity.
11. Paid all current local, state, and national FFA dues.
12. Complete ten (10) community volunteer service hours.

Section D-State FFA Degree. Minimum qualifications for selection:

1. Qualifications for the State FFA Degree are those set forth on the constitution of the State FFA Association and National FFA Organization.

Section E-American FFA Degree. Minimum qualifications for selections:

1. Qualifications for the American FFA Degree are those set forth in the constitution of the National FFA Organization.

**ARTICLE VI-Chapter Officers**

Section A- The FFA Chapter offices shall be President, Vice President, Secretary, Treasurer, Reporter and Sentinel.

Section B-The teacher(s) of agricultural education shall be the FFA advisor(s).

Section C- Other offices may be instituted as deemed appropriate by the local advisor(s) annually.

Section D-Responsibilities of Officers

1. President
2. Preside over meetings
3. Appoint committees
4. Coordinate activities and evaluate the success of the program of activities
5. Represent the chapter at official functions and in public relations
6. Call executive meetings
7. Settle minor disputes if they arise
8. Make sure that each officer is doing his/her job.
9. Vice President
10. Assume the duties of the president if necessary
11. Develop the program of activities
12. Maintain an FFA Calendar or POA wall chart
13. Coordinate all committee work
14. Work with president and advisor about chapter goals.
15. Secretary
16. Prepare meeting agendas and have a typed copy to each officer and advisor at least 3 days before each meeting.
17. Take minutes at each meeting and type a formal set of minutes to be approved by the president and placed on file.
18. Write thank-you notes and correspondences
19. Develop the chapter roster
20. Official FFA Chapter Secretary's Book including minutes of the previous meeting.
21. Have on hand for each meeting:
* The Secretary’s file
* Copy of the POA including all standing and special committees
* Official FFA Manual and the Official FFA Student Handbook
* Copy of the chapter constitution and bylaws
1. Treasurer
2. Present monthly treasurer reports at chapter meetings
3. Maintain neat and accurate treasury records
4. Preparing the membership roster for the National FFA Organization through the state FFA association office in cooperation with the secretary.
5. Serve as chairperson of the finance committee
6. Reporter
7. Serve as chair of the POA public relations committee
8. Plan public information programs with local radio, television, newspaper and service clubs and make use of other opportunities to tell the FFA story
9. Release news and information to local and regional news media
10. Publish a chapter newsletter or website
11. Prepare and maintain a chapter scrapbook
12. Send local stories to area, district, and state reporters and to any school publications
13. Send articles and photographs to FFA New Horizons and other national and regional publications
14. Work with local media on radio and television appearances and FFA news
15. Serve as the chapter photographer
16. Sentinel
17. Assist the president in maintaining order
18. Keep the meeting room, chapter equipment and supplies in proper condition
19. Welcome guests and visitors
20. Keep the meeting room comfortable
21. Take charge of candidates for degree ceremonies
22. Advisor
23. Supervise chapter activities year-round
24. Inform prospective students and parents about the FFA
25. Build school and community support for the program
26. Encourage involvement of all chapter members in activities
27. Prepare students for involvement in career development events (CDE’s) and leadership program.

Section F-Terms of Service

1. Chapter officers shall serve from banquet to banquet.

Section G-Officer Selection Process:

 A. Chapter officers shall be selected using the following process.

1. An officer selection committee will be appointed by the advisor(s). The committee will consist of two rising sophomores, two rising juniors, and two rising seniors that are active members in good standing in the chapter.
2. All interested officer candidates shall obtain the Chapter Officer Application, and submit the completed form to an Advisor on or before the day of officer interviews.
3. The Officer Selection Committee shall be responsible for reviewing the Officer Candidate Application, and verifying the candidates’ eligibility to interview with the committee. Once eligibility has been established, the committee will schedule a personal interview with each candidate. Any candidate who fails to interview will forfeit their eligibility to be an officer. When the interviews are completed, the Officer Selection Committee will carefully consider the qualifications of each candidate and will bring a recommendation before the chapter before the annual chapter banquet.
4. The active members shall vote to accept or reject the recommendations made by the Officer Selection Committee. A majority vote shall determine the outcome.
5. The elected Chapter Officers shall be notified prior to the Chapter Banquet.
6. Chapter Officer positions shall be announced at the Chapter Banquet.

Section H-If an officer is unable to fulfill their duties a new officer is appointed by the advisor(s) if deemed necessary and appropriate.

Section I-Any officer not fulfilling their contract will be referred to an investigative

committee, consisting of the advisor(s) and members appointed by the advisor(s).

**ARTICLE VII-Dues**

Section A-Local dues in this chapter shall be fixed annually by advisor(s).

Section B-Full local, state and national dues shall be paid by all active members.

Section C-No member shall be considered as active and in good standing unless he/she pays local, state and national dues.

**ARTICLE VIII-Chapter Meetings and Ceremonies**

Section A-Chapter meetings shall consist of two types: Officer meetings and General Membership meetings.

Section B-All Chapter meetings shall be conducted by the chapter officers in accordance to Robert’s Rules of Order and the order of business as set forth in the FFA Official Manual. The order of business may be changed to suit individual chapter needs by motion to suspend the rules.

Section C-1 Voting protocol. Voting may be conducted by either voice, head count or secret ballot. A simple majority (51%) is needed to approve any general business motion. A 2/3 majority vote is required on any motion that may affect this Constitution or it’s By-laws

A quorum must be present to vote on any item of business at any meeting.

 A quorum is defined as:

 A) 25 percent of the active membership present for general membership meetings.

B) 51 percent of the officers present for Officer meetings, and

 C-2 Voting by Proxy Vote. A proxy vote may be used by any member in good standing, providing the proxy vote has been documented in writing and has been verified prior to it’s use to be authentic, stating the specific wishes of the absentee member. A blank or blanket proxy vote cannot be used.

Section D-All Official FFA Ceremonies will be used in accordance to the guidelines set forth in the FFA Official Manual.

**ARTICLE IX-Amendments**

Section A-This constitution may be amended at any chapter meeting by two-thirds

 vote of the members present, provided a quorum has been established. If a

quorum is present, the proposed amendment change may be voted on

during the meeting, providing that the proposed amendment change has been made public knowledge for a period of no less than two weeks. If a quorum is not present, the proposed amendment change will be presented to the membership by ballot. A ballot vote will be taken on the proposed amendment change. The outcome of the proposed amendment change will be declared at the next meeting, providing it is not in conflict with the

constitution of either the State or National FFA Organization.

Section B-Bylaws may be adopted and/or amended to fit the needs of the chapter at

any chapter meeting by two-thirds vote of the members present, provided a quorum has been established.. If a quorum is present, the proposed by-law and/or change may be voted on during the meeting, providing that the proposed bylaw and/or change has been made public knowledge for a period of no less than one week. If a quorum is not present, the proposed by-law and/or change will be presented to the membership by ballot.

A ballot vote will be taken on the by-law. The outcome of the Bylaw and/or bylaw change will be declared at the next meeting, providing it is not in conflict with the constitution of either the State or National FFA Organization.

**Article X- Standing Committees**

 Section A- The standing committees will consist of the following:

1. Leadership
2. Healthy Lifestyles
3. Career Success
4. Scholarship
5. Personal Growth
6. Recruitment
7. Finance
8. Public Relations
9. Cooperation
10. Support Groups
11. Economic Development
12. Environmental
13. Human Resources
14. Citizenship
15. Agriculture promotion