2023-2024
CLEAR CREEK ISD
Agricultural Facilities
Rules, Fees, and
Healthcare Guidelines

2022-2023 Clear Creek Independent School District

Agricultural Facilities Rules, Fees, and Healthcare Guidelines

The Clear Creek ISD Agricultural Facilities are located at 2155 W. NASA Blvd. in Webster, Texas and 3255 Delesandri Ln. in Kemah, Texas. These facilities provide an extension to classroom instruction, maximize learning, and allow FFA members a space to house their Supervised Agriculture Experience Program (SAEP) animal projects. The following document outlines the rules and regulations for the CCISD Agricultural Facilities. These facilities will be monitored by CCISD employees, including agriculture teachers and administrators, and security cameras.

Eligibility:

- Only current high school FFA members in good standing may utilize the Agricultural Facilities.
- All animals raised in the Agricultural Facilities must be entered and exhibited under a CCISD FFA Chapter.
- No Pass/No Play will be enforced in accordance with CCISD and UIL policy.

Facilities:

CCISD students will be permitted up to four (4) head of animals at any given time, as space allows, with a maximum of two (2) State validated, Registered Breeding Animals. CCISD will make every effort to accommodate at minimum one (1) CCISD animal per student.

1. Pen Allocation Process -- Student will file "Intention Plan" with their campus agriculture teacher by May 1 for the following school year.
    - Conditional "Intention Plan" approvals for the following year will be returned to students by May 31. This will be a working document based on season and pen availability.
    - New animals should not enter the facility without prior approval from an agriculture teacher. Furthermore, market animals that qualify for an auction at their intended show but are removed from the sale order are ineligible to return to a CCISD Agricultural Facility.

2. Fees -- Students are subject to barn fees for each project entering the facilities. Rates are non-negotiable and due prior to any animal's arrival at the facilities. Two-year heifer projects will require a second fee after the completion of Galveston County Fair and approval for major shows.

Swine: $100 per head	**Broilers:** $75 per pen
Sheep: $100 per head	**Cattle:** $200 per head
Goats: $100 per head	**Turkeys:** $75 per pen

3. Feeding Period Guidelines -- Feeding periods are defined as CCISD Livestock Show, Fall Show and Spring Show. A new facility fee will be accrued in the event an animal returns to the barn for an additional feeding period. Ex. Pasadena lamb returning to be shown at Galveston County.
    - CCISD Livestock Show Feeding Period concludes at the close of the CCISD Livestock Show.
    - Fall Show Feeding Period concludes at the close of Pasadena or State Fair of Texas.
    - Spring Show Feeding Period concludes at the close of Texas majors or Galveston County.

4. Approval of pens for students is prioritized on the animal hierarchy below on a first come, first served basis.

5. Pens -- Students are not permitted to expand or move pens without teacher approval. Pen modifications must be approved. Pens should not be locked with personal locks for any reason.

6. Only one heat lamp will be permitted in each pen.

7. Hours -- The Agricultural Facilities' hours are 5:00 a.m. to 9:30 p.m. Gates are always to remain closed and locked. Please note that agriculture teachers may not always be available during the facility hours to answer questions. If there is an emergency, please contact a local veterinarian and leave a message for the student's agriculture teacher. Veterinarian numbers are posted at each barn.

8. Feed and Tack Storage -- Students will be assigned one locker. This locker should be locked with a personal lock and labeled with the student's name and school. Feed should be placed in a sealable storage container. Hay is to be stored in the locker or an approved container. Valuables that do not fit in the locker should be brought to and from home as needed. Lockers not properly labeled are subject to the lock being cut and the materials becoming property of CCISD. If a student has multiple animals, additional lockers will be assigned as space allows.

9. Tack -- Tack or buckets should not be left hanging on the outside of pens or in aisles. Only district show boxes may be stored inside the Agricultural Facilities.

10. Gate Cards -- Two gate cards will be provided to the student at no cost. If a student/parent loses a gate card, notify the supervising agriculture teacher immediately. Replacement cards will be charged at the rate of $15.00 per card. Additional cards can be leased for $15 each per year. All cards (original and additional cards leased) must be returned 7 days after the animal has left the facility or a $15 fine per card will be assessed.

11. Gate operators are not permitted to be made or used on district access control gates. Offenders will lose facility privileges.

12. Guests -- One guest under the age of 18 is allowed per student. Additional guests are only permitted at the facility when a parent or legal guardian accompanies the student and guest. Parents, guardians, or guests who cause a disturbance will lose their privileges to enter the Agricultural Facilities. Guest privileges may be revoked at any time.

13. Arena -- availability and use will be handled by the agriculture teachers. Animals should never be left unattended in the arena.

14. Duties -- Students will be assigned a duty area that must be completed daily, in the evening. Students with multiple projects may be subject to multiple duty stations.

15. Barn Clean Up -- the appearance of the Agricultural Facilities is a priority. There will be monthly "barn clean ups" and are mandatory for students with animal projects housed at the facility. If students are unable to attend for any reason, they are responsible for finding a suitable replacement. Failure to attend mandatory cleanups will result in a **25-point** loss of barn points per occurrence. These dates will be scheduled closer to the month for more accurate planning.

16. Any student evicted from one of the facilities will not be allowed to utilize either facility.

17. Pets, including dogs, cats, etc., are not allowed on facility grounds.

Care of Projects

1. Animal Care -- Students are responsible for proper care of his/her animal. This includes adequate nutrition and hydration for proper growth, the development of the animal project, and cleaning the pen and surrounding area. When owners are unable to be contacted, the CCISD agriculture teachers reserve the right to seek treatment for any animal found to need immediate emergency care. The owner will be responsible for any costs incurred.

2. Cost -- Students are responsible for all costs associated with the raising of a livestock project, including the purchase, feeding, general upkeep and veterinarian care during their SAE project period.

3. Medication -- If medication is prescribed for an animal from the veterinarian, the student, parents/guardians, or the student's agriculture teacher (with consent from the parents/guardians or student) can administer the shot(s) as prescribed from the veterinarian. *Please see: Animal Healthcare Guidelines.*

4. Students/parents may not feed, move, water, or provide any care to another student's project without prior permission from the animal's owner or agriculture teacher.

5. Stall Care -- The pen is to be maintained with adequate approved shavings. The pen should be changed when soiled to ensure the health and wellbeing of the animal project. All soiled bedding is to be promptly and properly disposed of in the designated area.

6. Wheelbarrows must be emptied into the designated area and returned to their place of storage.

7. Manure bunkers are for soiled bedding and manure only. Feed bags, hay strings, bedding bags, and bales of hay should be placed in the dumpster.

8. Animal Death -- It is the parent/student responsibility to remove an animal that dies within 2 hours of being notified. If the carcass is not removed within the 2 hours, it will be removed by CCISD, and the parent/student will be billed.

Safety and Discipline

Agricultural Facilities are part of Clear Creek Independent School District. Therefore, all rules and regulations found in the student handbook and the student code of conduct apply. Any activities which endanger the health or physical wellbeing of students, parents, teachers, facilities, or animals will not be permitted. Students are required to carry their CCISD issued student ID with them at all times while utilizing the facility.

1. Point system -- to ensure the cleanliness and safety of CCISD's Agricultural Facilities, a point system will be utilized to enhance the management of all student animal projects. The point system will start May 1 each year, regardless of when animals may enter the facility.
    - Students begin at 100 points regardless of the number of animals a student is raising at the facility. Each guideline and/or rule that a student fails to follow will result in a point value deduction from the student's current total by agriculture teachers or administrators.

Examples include, but not limited to:

10-point deduction infractions:

- Failure to Feed or Check-in by 10:00AM/9:30PM
- Failure to empty wheelbarrow
- Failure to perform scheduled duties
- Parking in unauthorized locations
- Propping open facility gates and doors
- Bringing unapproved guests to the barn
- Failure to clean up after their animal

10 – 25-point deduction infractions:

- Loitering at facility
- Writing inappropriate comments in barn notes
- Taking/posting pictures of another student's project(s) or of student(s)
- Failure to attend a mandatory barn clean up, to include late arrival and early departure
- Expanding, Moving or Modifying pens within the facility without prior approval

Discretionary infractions will be based on severity:

- Reckless driving
- Fighting, harassment, or disrespect toward other students, parents, or agriculture teachers

2. Points can be made up by participating in a scheduled barn clean up at the student's respective CCISD Agricultural Facility. **Barn clean ups for points will be held twice a semester. Students may earn a maximum of 10 points per recognized barn clean up.**

3. Students and parents will be notified via email when a student falls to 70 points.

4. Students and parents will be notified when the student falls below 50 points and a meeting will be scheduled with the student, parent(s), agriculture teacher, and CTE Program Manager.

5. Students falling to or below 30 points will no longer be eligible to make up points.

6. When students lose all points, they will be evicted from the facility and will lose facility privileges for one calendar year from the date of eviction.

7. A review committee may be utilized to assess cases of animal neglect or removal proceedings. Agriculture teachers will monitor all animal welfare guidelines and criteria closely. Ethical and humane treatment of animals and/or violation of regulations will not be compromised. Students must keep animal pen(s) clean. Any animal not fed, watered, given necessary medical treatment, and/or cared for daily will be removed from the facility at the owner's expense. In cases of animal abuse that endangers the

immediate welfare of a student's project, Clear Creek ISD Agriculture Teachers/Personnel reserve the right to take immediate action to protect the animal and remove the animal from the offending student's care. In cases where there is a failure to maintain proper care of the animal or the animal's pen the following steps will be taken:

- **First offense**: The student will receive a letter from the Agriculture Teacher, which constitutes a warning, and the problem must be remedied within two (2) days of letter's date to the satisfaction of the agriculture teacher and CTE Program Manager. The letter will be signed by the student and parent and filed in the Career and Technical Education (CTE) office of Clear Creek ISD. A copy of the letter will be available to the student's campus administrator.

- **Second Offense**: Will follow the same steps as above and will be considered a final warning. Campus Administration will be notified, and a parent conference will be required for the student to continue their project.

- **Third Offense**: The student will be evicted from the CCISD Agriculture Facility, and the student will forfeit the animal. The animal will be removed from the premises and sold at auction. If the animal was sponsored by a scramble or non-profit organization, any residual funds after all outstanding dues and fees are paid, shall be returned to that organization. If the animal was not purchased by a scramble or non-profit organization any residual funds, after outstanding dues and fees are paid, shall be donated to the student's FFA chapter. When a student is evicted from the CCISD Agriculture Facility under these circumstances, the student will lose facility privileges indefinitely.

Removal of Projects

1. Upon eviction, a written notice will be sent to the student and parents to inform them they have a maximum of seven (7) calendar days to remove the animal from the facility. Eviction from an agricultural facility will result in forfeiture of barn fees. *(If the animal is not removed within seven (7) calendar days, the animal will be removed at the student's expense and sold at a local auction.) Additionally, a fine of $20.00 per day will be assessed for animals that occupy the facility past the 7th day following eviction.*

2. Major infractions of school, facility, or student code of conduct rules that result in DAEP or expulsion will result in eviction. Students will have seven (7) calendar days from the date of assignment to remove their animal from the respective facility. Students may not enter any facility while serving an assignment in DAEP or a suspension. If a student wishes to return to the facility after serving their disciplinary assignment, the student will retain their previous point balance and may not be eligible for competition, depending on offense, until a probationary period has been satisfied as stated in *FM (Regulation): Extracurricular Code of Conduct*. Additionally, a fine of $20.00 per day will be assessed for animals that occupy the facility past the 7th day following eviction.

3. The student must remove all projects, including heifers, from the facility within seven (7) calendar days after their last show unless otherwise directed by an agriculture teacher. If the following does not occur, then fees may be assessed to the student: 1) $100 – animal is not removed by the end of the 7th calendar day. 2) $50 – animal pen is not cleaned and approved by an agriculture teacher by the end of the 7th calendar day. 3) Lockers not cleaned out by the end of the 7th calendar day are subject to loss of content. 4) $100 – Failure to attend final barn cleanup, following last show. Additionally, a fine of $20.00 per day will be assessed for animals that occupy the facility past the 7th day following the last show.

4. The agriculture program reserves the right to remove any animal from the facilities if any one of the following conditions exists:
   - Animal abuse or neglect in any form
   - Diseased or infected animals
   - Animals that are unsafe to handle
   - Animals not being fed for show purposes, to include not exhibiting at intended show(s)
   - Students are no longer involved in the program.
   - Animals raised in CCISD facilities entered in a show under any group other than a CCISD FFA chapter will lose their facility privileges for one calendar year.

Other

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

6. Disaster Plan -- CCISD and/or its employees are not responsible for any evacuations or care of FFA animal projects through a disaster of any type (natural, chemical, national security, etc.). The movement or evacuation of any FFA animal project is the responsibility of each individual animal owner. If an animal is left in the facility and dies, the remains will be removed at the expense of the owner.

7. Student projects may be used by agriculture teachers for livestock judging practices or to teach skills such as weighing, leading, or vaccination.

8. Chain of Command -- When a problem or concern arises, the proper way to resolve it is by following a set chain of command. Chain of command is as follows:
   1. Supervising Agriculture Teacher
   2. Campus Assistant Principal
   3. CTE Program Manager
   4. Campus Principal
   5. CCISD Parent Assistance Center

Clear Creek Independent School District
Agricultural Facilities Usage Agreement

By signing this document, I understand and agree to the following terms:	Student Initials	Parent/Guardian Initials
All communication with agriculture science staff, in person, phone, text, email, etc., Shall be conducted professionally. Preferred communication form is via school email unless there is an emergency. Please realize that every effort will be made to assist, but agriculture teachers may not always be available.	_____	_____
In the event of an emergency, it is the responsibility of the parent/guardian and student to contact a veterinarian.	_____	_____
At no time should anyone but an Ag teacher enforce barn rules.	_____	_____
Any presumed violations of barn rules should be reported to the student's agriculture teacher(s) in the form of email.	_____	_____
Follow the chain of command as set forth in the Agricultural Facility Rules.	_____	_____
Bullying/Harassment in any form will not be tolerated.	_____	_____
Only handle, maintain, and take/post pictures of you/your student's project unless permission has been granted by the other party.	_____	_____
No alcohol or tobacco use will be permitted on CCISD property.	_____	_____
Failure to comply with this agreement will result in the termination of facility access for the offending parent/guardian and removal of points for the student.	_____	_____

I agree to abide by the rules and criteria set forth in the Clear Creek ISD Agricultural Facilities Rules. I agree to pay all relevant fees associated with the expense and upkeep of my student's project animal. I agree to indemnify Clear Creek ISD, Clear Creek ISD's employees and volunteers of liability for any injury that my child, my guests, or I may sustain by participating in activities at the Clear Creek ISD Agricultural Facilities, and I agree to monitor myself/my student for compliance with the above stated rules.

Student Campus: CBHS CCHS CFHS CLHS CSHS

Student Printed Name: _____ Student Signature: _____

Parent/Guardian Printed Name: _____ Parent/Guardian Signature: _____

Parent/Guardian Printed Name: _____ Parent/Guardian Signature: _____

The assigned cards will grant access to an assigned agricultural facility. This card is issued for personal use only. It is the card holder's responsibility to ensure that it is used properly. Do not lend this card to anyone, under any circumstances, or allow anyone into the building.

Card #1_____Card #2_____Card #3 ($15)_____Card #4 ($15) _____

Name:_____Name:_____Name:_____Name: _____

Clear Creek Independent School District
Animal Healthcare Guidelines and Consent

1. If an animal is sick or appears to have symptoms, with parent/student approval, the agriculture teacher can administer an over-the-counter drug of choice. If symptoms persist for an extended amount of time, it is recommended that a veterinarian is consulted. An over-the-counter drug is medication that can be bought at the local Tractor Supply, CVS, etc.

2. If the agriculture teacher believes the animal needs prescription medication, the following procedures will occur:
   a. Agriculture teacher will notify student/parent.
   b. Veterinarian may be contacted. The veterinarian can prescribe over the phone and send an e-mail clarifying the prescription, or if available, they can make a house call. If a house call cannot be made, the animal can be loaded into a trailer and hauled to the veterinarian.
   c. If medication is prescribed to the animal, the agriculture teacher can administer or assist the student/parent in administering the medication as directed by the veterinarian.
   d. If the medication prescribed for the sick animal is available at the barn where the animal is housed, then the student/parent will be charged $5.00 per administration of each prescribed drug with the exception of Draxxin, which will cost $5.00 a cc.
   e. A copy of the prescription medication will be kept on file in the Agricultural Facility office.
3. If an agriculture teacher is not available and a student/parent contacts a veterinarian and medication is prescribed for the animal, the following procedures must occur:
   a. The student must notify the agriculture teacher about the animal being seen by a veterinarian.
   b. The student must let the agriculture teacher know what the veterinarian has prescribed.
   c. The student must give a copy of the prescription to the agriculture teacher.
   d. A copy of the prescription medication must be kept on file in the Agricultural Facility office.
   e. The agriculture teacher can help administer the medication if needed. Please schedule a time in advance.

As the parent/guardian, I give consent for the CCISD agriculture teacher(s) to administer over the counter and prescription drugs to my child's animal(s).

Yes ☐ No ☐

Parent's Signature: _____ Date: _____

Parent's Printed Name: _____ **Date: _____**

Student's Printed Name: _____ **Date: _____**

Student Campus: CBHS CCHS CFHS CLHS CSHS