



New Jersey Department of Agriculture | Office of Food, Agriculture & Natural Resources Education
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In cooperation with the New Jersey Department of Education

THE 95TH NEW JERSEY STATE FFA CONVENTION WILL BE HELD MAY 22-24, 2024 IN POLLAK THEATRE AT MONMOUTH UNIVERSITY IN WEST LONG BRANCH, NJ

TO: FFA Chapter Advisors, State Executive Board Members and FFA Members

FROM: Jenny J. Allen, State FFA Specialist

CC: Erin E. Noble, State Program Leader for Food, Agriculture & Natural Resources Education/State FFA Advisor

RE: **95th State FFA Convention - *The Most Important FFA Event of the Year***

DATE: February 9, 2024

ABOUT THE CONVENTION

HIGHLIGHTS OF THE 95TH NJ STATE FFA CONVENTION

- National FFA Southern Region Vice President – Carter Howell
- Day of Service Activity
- CDE Awards and Talent Session
- Election of the 2024-2025 State FFA Officer Team

COMPETENCIES

Student participation in state convention, delegate operations, and career and leadership development events help them gain employability skills necessary for the future. The State FFA Convention becomes an extension of the classroom and a laboratory in action where students learn and develop critical thinking and decision-making skills, as well as enhance interpersonal skills and basic skills in reading, writing and arithmetic. FFA events help students meet New Jersey Student Learning Standards.

DELEGATES

The New Jersey FFA Constitution **requires two delegates from each chapter** to attend the annual state FFA convention to form the delegate assembly. Delegates should be chosen from the **top level leadership** positions in the chapter. Just as the state association reserves the leadership delegate positions for the president and vice president of the association, so should the chapter select the highest ranking officers to serve as official chapter delegates to conduct state association business. Serving as an official delegate is a prestigious and important experience for chapter members. Delegates will serve on committees, establish policy and elect new state officers. The majority of the delegate work takes place on Thursday.

CONVENTION

The convention is an educational experience that develops premier leadership, personal growth and career success. FFA members can look forward to being recognized for their achievements, participating in career and leadership development events held at convention and attending motivational workshops and sessions. More than \$45,000 in awards and scholarships will be presented to NJ FFA members at the convention.

CONVENTION DRESS CODE

When FFA members are in Official Dress, adults and other participants should be in Business Dress (BD).

Official Dress (OD): As described in the Official FFA Manual.

Business Dress (BD): Dress pants, knee-length or longer skirts, or conservative summer dress; buttoned collared shirt or dress blouse; tie/scarf; Dress shoes are appropriate while flip-flops, sandals and sneakers are not appropriate. Jackets are optional.

Business Casual Dress (BC): Khakis, dress pants, dress capris, or knee length or longer skirts; polo shirt, buttoned collared shirt or dress blouse. Dress shoes or dress sandals are appropriate. Flip-flops and sneakers are not appropriate.

Casual Dress (CD): Includes everything except tank tops, halter tops, extremely short shorts or skirts, and cut-offs. Please use your best judgment.

ONSITE CHECK-IN

(Students may only compete in one national level Career Development Event during the state convention. Students already qualified for national level competition are not eligible to compete in national level CDEs during the state convention. See current National Guidelines.)

Convention check-in will be held Wednesday, May 22 from 1:00 p.m. to 3:00 p.m. Further instructions regarding check-in will be provided closer to the event. The William T. Boylan Gymnasium, including the pool, will be available for recreation from 2:00 – 5:00 pm on Wednesday.

Advisors MUST accompany their students in the Recreation Center.

Convention check-in is NOT available prior to 1:00 p.m. Schools that arrive prior to that time will do so at their own discretion. The Office of Food, Agriculture & Natural Resources Education is not responsible for inclement weather or undesirable drop-off times of schools.

REQUEST FOR REASONABLE ACCOMMODATIONS

The New Jersey FFA Association is committed to providing equal access to our events and activities for all people. Please utilize the Request for Reasonable Accommodations to get special assistance for your student(s). Use this form to request a reasonable accommodation or assistance at least 3 weeks before any state-level events: <https://form.jotform.com/NJFFA/accommodations-request>. A new form will need to be submitted for each event for which a reasonable accommodation is being requested. This information will be kept confidential and will be used only to process the request. Our staff will review the request upon receipt and contact the requestor with additional information. The association cannot guarantee accommodations or assistance if a form is received less than 3 weeks before an event. Accommodations being requested that require the assistance of another person (nurse, interpreter, scribe, reader, etc.) is the responsibility of the school/requestor. It is also the school/requestor's responsibility to provide any approved equipment to aide in the accommodation process, if applicable. To conduct a state level Career Development Event efficiently, no additional time will be provided to a student to complete portions of that Career Development Event.

CONVENTION SCHEDULE

**The exact location of each event will be announced closer to the event and published in the State Convention Program. Schedule is subject to change.

WEDNESDAY, MAY 22, 2024

12:30 PM

- Nominating Committee Orientation

1:00 PM

- Convention Check-in Opens

1:00 PM

- New Jersey Ag Ed Advisory Committee Meeting

2:00 PM

- Recreation (Optional)

3:00 PM

- Day of Service Activity
- Talent Meeting/Practice
- Teach Agriculture Event
- Conduct of Chapter Meetings LDE
- Parliamentary Procedure LDE
- Preliminary Creed Speaking*
- Creed Speaking Finals
- Spanish Creed Speaking Finals
- Portable Exhibit Set-up
- Application/Event Drop-Off

3:30 PM

- State Officer Candidate Meeting

4:00 PM

- Courtesy Corps Orientation
- Art Event Set-up
- Landscape Design CDE Set-up

5:00 PM

- Dinner

5:30 PM

- Star Interviews (by appointment only)

5:45 PM

- Ag Teachers and Chaperones Meeting

6:00 PM

- Delegate Orientation
- Landscape Design CDE
- Marketing Plan CDE
- Agricultural Issues Forum LDE
- Student Leadership Workshop #1

7:30 PM

- Convention Session I – *Pollak Theatre*

9:30 PM

- Recreation & FFA Social

THURSDAY, MAY 23, 2024

7:00 AM

- Breakfast – *Magill Commons*

8:30 AM

- Convention Session II – *Pollak Theatre*

10:00 AM

- Delegate Committee Meetings
- Preliminary 6-8 min. Public Speaking*
- 6-8 min. Public Speaking Finals
- Preliminary 3-5 min. Public Speaking*
- 3-5 min. Public Speaking Finals
- Preliminary Extemporaneous Speaking*
- Extemporaneous Speaking Finals
- ***Contestants will meet at 9:45 a.m. to draw lots for competition.***
- Preliminary Team Demonstration Event*

11:15 AM

- Teach Ag Signing Event & Lunch

11:45 AM

- Lunch

1:00 PM

- Leadership Workshop #2
- Individual Demonstration Event
- Team Demonstration Event (*if needed, prelims will be held at 10:00 am*)
- FFA Quiz Bowl
- Employment Skills LDE
- Delegate Business Session I – *Pollak Theatre*

2:30 PM

- Convention Session III – *Pollak Theatre*

4:30 PM

- Chapters **MUST** attend one or the other:
 - CDE Awards and Talent Session **OR**
 - Student Leadership Workshop #3

5:45 PM

- Dinner

7:30 PM

- Convention Session IV – *Pollak Theatre*

9:30 PM

- Social Activity
- Delegate Business Session II (*if needed*)

CONVENTION SCHEDULE (continued)

FRIDAY, MAY 24, 2024

8:30 AM

- Convention Session V – Pollak Theatre
 - State FFA Degree Ceremony *will be held at approx. 9:30 a.m. as part of Session V*
 - Election of 2024-2025 New Jersey State FFA Officers *will provide the culmination of the 95th annual New Jersey State FFA Convention as part of Session V*

12:00 PM

- 2023-2024 & 2024-2025 State Officer & State Convention Crew Luncheon

1:00 PM

- 2024-2025 New State Officer Meeting

* The need for preliminary events will be determined based on convention event sign-ups

SIGNING UP FOR THE CONVENTION

PARTICIPANT LIST

Please submit participant list including chapter delegates and candidates for Courtesy Corps by April 10th. Participant list for members and advisors with payment is due by April 10th. Refunds are not possible. Please use the online form for state convention - https://form.jotform.com/NJFFA/convention_cover_page. This form can also be accessed on the state website at: http://www.ierseyageducation.nj.gov/agriculture/ag_ed/bulletin/.

ADVISOR STATEMENT OF ASSURANCES

Please complete the “Advisor Statement of Assurances” document and send it to the state office with the participant list. Advisors and other state convention chaperones are required to sign this form.

CODE OF CONDUCT AND WAIVER

ALL students attending the State Convention must submit a code of conduct & waiver form. Student code of conduct and waiver forms are due with the participant list. The code of conduct and waiver can be found within the convention registration or on the Ag Education Bulletin Board. You can print as many copies as needed from the form. **ALL students (full package and partial package) are required to submit a form.**

LIVE STREAMING

Avenues are being researched to offer live streaming of the convention. More information will be provided as details become available.

HOUSING

Convention housing is in Monmouth University Dorms. Once Monmouth University Housing Staff have assigned rooms, room changes may not be made. We cannot guarantee students will get placed with students you want together. We will work down the list as submitted to fill rooms accordingly. Please note, if students are selected to serve on nominating committee, they may be reassigned to room with another nominating committee member and not with members of their chapter.

CONVENTION FEES

1. Complete Package (Residents) –

LEADERSHIP RESOURCES:	\$25.00
LODGING, MEALS & OTHER INCIDENTALS:	\$159.00
TOTAL:	\$184.00 - to be paid to "Treasurer, State of New Jersey"

The \$25 Leadership Resources fee covers convention materials and related leadership experiences. The \$159 Meals and Other Incidentals fee covers five (5) meals, lodging (double or triple occupancy only) for two (2) nights, recreation, liability insurance and other costs to run the convention). **Add \$10.00 per person registered for late participant list (after April 10th). Chapters who have at least Blue Affiliation will receive up to a \$320 discount on State FFA Convention Leadership Resources and waived CDE assessment fees.**

2. Partial Package -

a. Leadership Resources*	\$25.00
<i>required for all partial registrants regardless of length of stay</i>	
b. Other Incidentals*	\$25.00
<i>required for all partial registrants regardless of length of stay</i>	
TOTAL:	\$50.00
c. Lodging (double)	\$53.00
d. Lodging (single)	\$60.00
e. Breakfast	\$10.40
f. Lunch	\$15.25
g. Dinner	\$21.00
h. Social Activity	\$10.00

*The \$25 Leadership Resources fee covers convention materials and related leadership experiences. The \$25 Other Incidentals fee liability insurance and other costs to run the convention). **Add \$10.00 per person registered for late participant list (after April 10th). Chapters who have at least Blue Affiliation will receive up to a \$320 discount on State FFA Convention Leadership Resources and waived CDE assessment fees.**

3. Convention Event Costs

a. 3-5 Minute Prepared Public Speaking (per contestant)	\$11.00
b. 6-8 Minute Prepared Public Speaking (per contestant)	\$11.00
c. Agricultural Issues (per team)	\$44.00
d. Creed Speaking (per contestant)	\$11.00
e. Employment Skills (per contestant)	\$11.00
f. Extemporaneous Public Speaking (per contestant)	\$11.00
g. Individual Demonstration (per contestant)	\$11.00
h. Marketing Plan CDE (per team)	\$33.00
i. Conduct of Chapter Meetings (per team)	\$44.00
j. Parliamentary Procedure (per team)	\$44.00
k. Spanish Creed Speaking (per contestant)	\$11.00
l. Teach Agriculture Event (per contestant)	\$11.00
m. Team Demonstration (per contestant, up to \$44)	\$11.00

4. **The replacement cost to chapters for unreturned room keys is a minimum of \$75 per key for any key not returned within 48 hours.** Additional fees may be assessed for lost dorm access cards/keys and/or calls for dorm entry assistance (lock-outs).
5. Any room/ dorm damages or losses that occur will be billed to the chapters whose students are registered for that dorm.
6. **Single occupancy rooms are not available as a part of the above package price. Advisors requesting single occupancy lodging will be assessed an additional \$14.00 per room.**

OTHER CONVENTION ACTIVITIES

1. **Convention applications are due into the State Office on April 1, 2024 - as listed in Calendar of Events. *Next business day when date occurs on weekend or state holiday. If April 1 falls during your school's spring break, please plan to submit your applications beforehand. NO applications will be accepted after April 1 regardless of spring break.**
 - a. Ag Awareness Application – 14.020 (online application)
 - b. NJ FFA Scholarship Application – 14.008 (online application)
 - c. Advisor of the Year Recognition – 14.009 (online application)
 - d. National Chapter Evaluation Form I & II (national application – www.theaet.com)
 - e. Superior Chapter - National Chapter Evaluation Form I (national application – www.theaet.com)
 - f. Most Improved Chapter – 15.014 (online application)
 - g. Member of the Year – 5.001 (online application)
(Student must have received member of the month between May 2023 & April 2024 – updated applications are encouraged) FFA Week Application – 15.013
 - h. State FFA Essay Event – 14.024 (online application)
 - i. Washington Leadership Conference Scholarship Application – 14.022 (online application)
 - j. Blue Jackets. Bright Futures Application – 14.010 (online application)
 - k. NJ FFA's 8,000 Hour Challenge/Outstanding Community Service Award – 14.026 (online application)
 - l. National Convention Scholarship Application – 14.021 (online application)
 - m. State Talent Application – 14.027 (online application)
2. **The following event sign-ups and other items included in the State Convention participant list form due on April 10, 2024.**
 - a. Chapter Scrapbook Event (*sign-up now and bring entry to convention*)
 - b. Chapter Treasurer's Book Event (*sign-up now and bring entry to convention*)
 - c. Chapter Secretary's Book Event (*sign-up now and bring entry to convention*)
 - d. Employment Skills LDE (*MUST submit electronic application and upload coverletter and resume - <https://www.jotform.com/NJFFA/EmploymentSkillsLDE>*)
 - e. Parliamentary Procedure
 - f. Conduct of Chapter Meetings
 - g. Public Speaking
 - i. Creed
 - ii. Spanish Creed
 - iii. 3-5 Minute Public Speaking (*MUST upload manuscript to convention registration*)
 - iv. 6-8 Minute Public Speaking (*MUST upload manuscript to convention registration*)
 - v. Extemporaneous Speaking
 - h. Agricultural Issues (*MUST upload portofolio to convention registration*)
 - i. Marketing Plan (*MUST upload written plan to convention registration*)
 - j. Teach Ag CDE (*MUST upload lesson plan to convention registration*)
 - k. FFA Quiz Bowl
 - l. Individual Demonstration* (*MUST upload outline to convention registration*)
 - m. Team Demonstration* (*MUST upload outline to convention registration*)

- n. Portable Exhibit (*sign-up now and bring entry to convention*)
- o. Art Competition (*sign-up now and bring entry to convention*)
- p. Advisor Statement of Assurances (*must be signed and uploaded to convention registration*)
- q. Student Code of Conducts (*must be signed and uploaded to convention registration*)
- r. T-Shirts (*Convention T-shirts are available for purchase - \$15 each*)

****Please note, Career and Leadership Development Event materials due prior to convention must be submitted with convention registration. Materials not received in the office by April 10, 2024 will receive a 10% deduction in score.***

3. **Names of Official Chapter Delegates, Courtesy Corps Candidates, and participants are due April 10th.** Delegate's packets will be e-mailed to advisors and posted on the state convention section of the website prior to convention. Please review these materials with your chapter and delegates so they are familiar with them. Courtesy Corps selections will be made in advance and teachers will be notified. **Courtesy Corps is limited to THREE (3) students per chapter.** Potential Nominating Committee members must be listed as a delegate in order to be eligible to serve on the committee. Please designate someone as an alternate.

4. **All State Officer Candidates must submit their application, Advisors Appraisal Form and \$100 application fee to the State FFA Office by May 1, 2024.** Applications will not be accepted after this deadline or at the state convention. Candidates must attend in official dress. **ONLY online applications will be accepted.** State Officer Candidates will complete the writing exercise and social media exercise portions of the selection process online on May 15, 2024. Additional information will be provided in a letter to the candidates in early May. *Newly elected state officers will meet following the close of the convention until approximately 4:00 p.m., on Friday, May 24. Please plan transportation accordingly.*
(Note: A \$100 refundable application fee per state officer candidate is required from the FFA Chapter. The State FFA Officer Application will not be considered complete without this application fee. If not elected to a year of service, the chapter will be refunded the \$100. Upon completion of the year of service, the chapter will be refunded the \$100 application fee. If an elected officer does not complete their year, the \$100 application fee is forfeited and the fee will be used to cover expenses incurred, such as State Association FFA Jacket, autoclub membership, and polo shirts.)

5. **Day of Service Activity**
FFA members are invited to join the New Jersey FFA Association as we support Shine & Inspire, Inc. by constructing and organizing Confidence Closets on **Wednesday, May 22 at 3:00 pm.** Confidence Closets are designed to provide youth with an array of hygiene products to ensure their dignity, well-being, and health. These Confidence Closets will help to improve healthy habits and promote physical and mental well-being of the community.

Chapters must register students for this event through the State FFA Convention Participant List form. All registered students will receive a free Day of Service t-shirt, and chapters will receive a certificate of participation during the 2nd General Session of the 95th New Jersey State FFA Convention.

6. **Applications due on-site at convention on May 22, 2024** should be brought to the assigned room between 4:00 – 5:00 pm. Room assignments will be announced closer to the event. Portable Exhibits should be assembled on the assigned table between 3:00 – 5:00 pm. Artwork should be displayed in the assigned location by 5:00 pm. Location of the Art Competition will be announced closer to the event. **Please DO NOT use hay or straw in any of your exhibits or demonstrations due to allergy concerns on campus at Monmouth University.**

CONVENTION RULES AND INFORMATION

1. Members must attend each convention session. No members will be in the dormitories during the convention. Members who are found in dorms during convention sessions without permission will be sent home. School administrators and parents will be notified. Convention sessions and organized activities are conducted continuously through the convention.
2. Members receiving awards, participating in contests, and serving in official capacities must be in official dress. All members attending sessions must also wear official dress or other appropriate business/professional clothing if official dress is not available.
3. Members receiving Jackets, Proficiency Awards, Garden State FFA Degrees, Career Development Event Awards, and Chapter Awards should meet in Pollak Theatre at least 15 minutes prior to the session to be seated in an award winners section of the auditorium.
4. Members and advisors must bring their own:
 - a. Towels & toiletries
 - b. Sleeping bag or sheets, blankets and a pillow
 - c. Equipment & appropriate clothing for recreation
 - d. Official FFA Dress (see FFA manual)
 - e. Other personal items
5. Teachers/Advisors must accompany their students at all times during the convention. **Ratio of students to advisors/chaperones must be at least 10:1. Teachers/Advisors/Chaperones are responsible for their students at all times. Male and female chaperones are strongly recommended.** We will do our best to house chaperones near students from the same school. **All teachers and chaperones must attend the Convention Chaperone Orientation meeting at 6:00 p.m. on Wednesday.** Exact location will be communicated closer to the event.
6. Advisors of standing committees will be scheduled to meet with delegates on Thursday, May 23, 2024 at 10:00 a.m. This is immediately following Session II.
7. Advisors may be asked to assist with events, Courtesy Corps, and Recreation. Contact Jenny J. Allen if you have an interest in a specific area.
8. Recreation is scheduled for Wednesday from 2:00-5:00 p.m. This includes swimming, tennis, volleyball, basketball, etc. at the William T. Boylan Gymnasium. Additional recreation will be scheduled for Thursday from 12:30 to 2:30 p.m. The fitness center is NOT available to convention attendees.
9. **Emergency Telephone Numbers**
 - FFA Emergency Phone – 609-649-0884
 - MUPD Headquarters (MU Police Department) – 732-571-4444 (emergency only)
 - Conference Services & Special Events – 732-571-3473 (8 am – 5 pm M-F)
 - Duty Phone – 848-220-6591 (after 5 pm and before 8 am M-F, fee may be assessed per use)