

2024 Washington FFA State Convention and Expo Delegate Handbook May 9-11, 2024



Contents:

Letter From State Officers.....	3
Introduction to Coordinators.....	4
Basic Parliamentary Procedure.....	5-6
Expectations of Delegates	7
Delegate Convention Schedule.....	8
Delegate Structure.....	9
Break Down of Committees.....	10
Delegate Issue One.....	11
Delegate Issue Two.....	12
Delegate Issue Three.....	13
Notes.....	14-18

Letter from State Officers:

Dear Washington State FFA Delegates;

We want to thank you for your willingness to serve as a Washington FFA Delegate. Your role as a Delegate of the Washington FFA Association State Convention is important. You represent the interests of agricultural students and FFA members within the state association, you are their voice.

This process gives members the opportunity to direct the work of the organization. It is of the utmost importance to have dedicated delegates that maintain focus and the best interests of the state throughout the delegate process. Washington FFA wants to combine member's experiences and perspectives from around the state to maximize the potential of the delegate process.

This Delegate Handbook works to provide you with the tools necessary to become a successful Delegate. We have worked to include relevant documents, templates and information. Please bring this handbook with you to all delegate meetings and sessions.

What are we asking from you?

First and foremost, we, the State Officers, want you to engage and learn from this process. The role of a delegate is to digest and discuss key issues brought to state convention submitted by different chapters, the current State Officer team and The Washington FFA Association Board of Directors.

Remember to absorb information presented with an open mind, and adequately analyze the best options/possibilities for the state association throughout your time of service. After discussion and negotiation, issues will be voted on and presented at the Delegate Business Session, and passed on to the Washington State FFA Association Board of Directors for further action.

Again, thank you for your time and cooperation throughout this process. If you have questions at any time please feel free to ask a state officer or have your advisor contact the delegate coordinators.

We look forward to helping Washington FFA grow!

Sincerely,

The 2023-2024 Washington FFA State Officer Team



Introduction to Coordinators and Parliamentarian:

Dear Washington State FFA Delegates;

Our names are Caitlyn Garvey & Hailey Schlosser. First and foremost we want to thank you for serving as a 2024 Washington State FFA Delegates. Your role is vital in the workings of our association, and we are excited to work with you. Please be sure to look through and read this handbook!

Your Coordinators:

Caitlyn and Hailey will be serving as your delegate coordinators. We are Agriculture Education majors at WSU. Caitlyn is a past state officer and Hailey is a former FFA member and are committed to the growth of agriculture. We are honored to be back at the 94th Washington FFA State Convention and Expo. We believe wholeheartedly in this process. The week of convention, we will be your go-to people with any questions or concerns. We will keep in contact with your advisors as we continue preparing and during the week of convention.

If you have any questions or concerns leading up to convention, please have your advisors send those our way.

They can contact us at-

Caitlyn Garvey: ceag214@gmail.com

Hailey Schlosser: hailey9009536@gmail.com

Sincerely,

Caitlyn Garvey & Hailey Schlosser



Basic Parliamentary Procedure:

***Below are the permissible motions we find likely to be used in this process. These are not all of the motions that can be used. We will be referring to the 12th Edition of Robert's Rule of Order for this process.**

Privileged Motions

Motion	Second Required	Debatable	Amendable	Vote Required	Interrupt	Example Statement
Adjourn	Yes	No	No	Majority	No	"I move to adjourn"
Recess	Yes	No	Yes	Majority	No	"I move to recess for..., to..."
Question of Privilege	No	No	No	Chair Grants	Yes, Depending on urgency	"Question of privilege"

Subsidiary Motions

Motion	Second Required	Debatable	Amendable	Vote Required	Interrupt	Example Statement
Previous Question	Yes	No	No	2/3	No	"I move previous question"
Limit or Extend Limits of Debate	Yes	No	Yes	2/3	No	"I move to limit/extend the debate to... debates per person"
Amend	Yes	Yes	Yes	Majority	No	"I move to amend this motion by..."
Postpone Indefinitely	Yes	Yes	No	Majority	No	"I move to postpone this motion indefinitely"
Main Motion	Yes	Yes	Yes	Majority	No	"I move..."

Incidental Motions

Motion	Second Required	Debatable	Amendable	Vote Required	Interrupt	Example Statement
Appeal	Yes	Yes	No	Majority	Yes	"I appeal the decision of the chair!"
Division of the Assembly	No	No	No	No vote, Demand	Yes	"Division"
Division of a question	Yes	No	Yes	Majority	No	"I move to divide this question by..."
Objection to the Consideration of a Question	No	No	No	2/3	Yes	"I object to the consideration of the question"
Parliamentary Inquiry	No	No	No	Chair Answers	Yes	"Parliamentary inquiry"
Point of Order	No	No	No	Normally no vote, Chair Rules	Yes	"Point of order"
Point of Information	No	No	No	No vote, Chair Directs	Yes	"Point of Information"
Withdraw a motion	No	No	No	Majority	Yes	"I move to withdraw the motion"

Expectations of Delegates:

- 1. Spend time preparing for duties prior to convention.**
- 2. Do not lose handbook or pin and bring them to all delegate events.**
- 3. Be timely to committee, business, and general convention sessions.**
- 4. Be seated in the delegate box during all convention sessions.**
- 5. Be dressed in full officials at all delegate events.**
- 6. Come to delegate events prepared with paper, a writing utensil, a positive attitude and prepared to discuss outlined topics.**
- 7. In all doings perform with the utmost professionalism and leadership.**
- 8. Be a voice for all Washington FFA Members.**
- 9. Be encouraging, inviting and inclusive of all members during convention.**
- 10. Take pride in work done during convention.**
- 11. Be present physically and mentally at all delegate events.**
- 12. Cellphones are not permitted.**
- 13. Inform coordinators prior to absence if absence is necessary.**
- 14. Take responsibility seriously.**
- 15. Communicate effectively and efficiently in the transaction of business.**

Delegate Convention Schedule:

Thursday, May 9th

- 8:30am - 9:00am~ Delegate Opening Session
- 9:00am-12:00pm~ Committee Work Session
- 12:00-1:00pm~ Recess for Lunch
- 1:00-4:00pm~ Committee Work Session
- 5:30pm~ First General Session

Friday, May 10th

- 8:30am- 9:00am~ Delegate Meeting
- 9:00am- 12:00pm~ Committee Work Session
- 12:30-3:00pm~ Delegate Business Session***
- 5:30pm~ Second General Session
- TBD~ Optional Delegate/Top Ten Panel (following Second General Session) ****

Saturday, May 11th

- 10:30am~ Third General Session*****
- 5:30pm~ Fourth General Session

*Delegate Opening/Committee/Business Sessions, and Meetings will be in the Spark G45

**General Sessions will be held in Beasley Coliseum, Delegate Seating will be in low center bleachers

***If business is not concluded during allotted time, the delegate body will reconvene AFTER the second general session

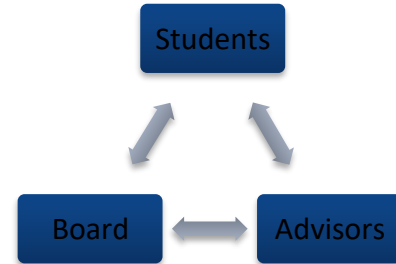
****Optional Delegate/Top Ten Panel will be held

*****Delegates must be checked in and seated in the delegate box prior to session start. A chapter delegate must have attended the Delegate Business Session in order to vote.

Delegate Structure:

How a Proposed Change Becomes Approved:

Proposed changes to the Associations Constitution, Bylaws, Policies and Rules can originate from multiple sectors of the Association.



Chapters: Issues submitted by chapters will go through the Student Delegate Process at State Convention and then sent to the Advisors for review before heading to the Board of Directors for review and possible.

Advisors: Issues submitted by Advisors will go to the students Delegate Process at State Convention and then sent to the Board of Directors for review and possible action.

Board of Directors: While the Board may take actions without seeking input from either the advisors or students, the Board of Directors common practice does send issues originating from them or the Advisors to the students for consideration.

Delegates Role in Meetings and Conventions Constitutionally (Article IX):

Section B: At the state convention, an official delegate assembly will convene. This delegate body will consist of one official delegate from each chapter in good standing. A quorum shall exist at state convention when a simple majority of the official delegates registered at the convention are present. Business items shall only be considered when approved by a delegate committee, or by a two-thirds vote of the delegate body.

Section C: The President of the Board of Washington FFA State Officers shall appoint delegates to committees annually. All committees will bring through resolutions, their recommendations to the delegate body for consideration.

Section D: Official Delegates shall consider the following annually: approval of previous year minutes, the Association finance report provided by the State Advisor, the state POA developed by the seated Board of Washington FFA State Officers.

Section E: Business items approved by the delegate assembly shall be submitted by the Board of Washington FFA State Officers to the Washington FFA Board of Directors for final approval.

Break Down of Committees:

Committee Responsibilities:

As outlined in the Washington FFA Association Constitution and Bylaws delegates will be assigned to committees by the Washington FFA State President. Delegates will know their assigned committees prior to their first committee work session.

For the 2024 Delegate Process there will be four committees. Each committee will be reviewing and bringing forward recommendations for an issue that was submitted prior to the convention. Their recommendations will go before the delegate body as a whole during the delegate business session.

The committees are to elect a committee chair and a committee secretary. The elected chair and secretary will serve in their respective roles during the committee sessions and represent the committee during the business session. They will also represent their committee during the third general session if their motion is passed through the delegate body.

2024 Delegate Committees:

Secondary Education Committee: This committee will be examining the first issue which was proposed by the Oksdale FFA Chapter. You can see the proposed issue on page 11 of this document.

Involvement and Participation Committee: This committee will be examining the second issue which was proposed by the Washington FFA State Officer Team. You can see the proposed issue on page 12 of this document.

Amendment Committee: This committee will be examining the third issue which was proposed by the Washington FFA State Officer Team. You can see the proposed issue on page 13 of this document.

Delegate Issue One:

TOPIC TITLE: 6th Grade FFA Membership

SUBMITTED BY: Oakesdale FFA Chapter

RECOMMENDATION: The Oakesdale FFA Chapter moves to recommend that Washington FFA Membership not be allowed for 6th graders until a minimum of four new junior high specific CDE/LDE's are developed and adopted by the Washington State FFA Association

RATIONALE: Currently the only true middle school CDE/LDE's are quiz bowl and Agriscience Fair. Currently 6th graders cannot compete in Agriscience because it only goes down to the 7th grade level. There is no reason to bring in 6th grade members until more grade level specific CDE/LDE's are developed to allow younger members a more level playing field. 6th grade membership is coming but we need to provide opportunities for this age group prior to rolling out this level of membership. We currently teach a 6th grade science class at Oakesdale, but are concerned with the maturity level of this group and the funding concerns, where currently 6th graders cannot be counted for CTE funding at the Federal Level. Spending federal dollars, like Perkin's money, on 6th graders could put school districts in a precarious position.

Delegate Issue Two:

TOPIC TITLE: Encourage participation and involvement at the district and state levels by providing more opportunities for students.

SUBMITTED BY: Washington FFA State Officer Team

RECOMMENDATION: It is requested that the delegate body of the 94th Washington FFA Convention & Expo explore ideas and considerations that will increase the number of opportunities for students to participate in district and state-level events.

RATIONALE: As state membership numbers increase it is important to provide more opportunities for students that are most accessible to them. We ask that the delegate body consider the current opportunities that are available to students and explore additional ideas to improve and expand them. We also ask that the delegate body provide ideas for new opportunities for students to explore the offerings of The FFA.

Below are the current state-level leadership opportunities offered:

- WALE/DOT (July)
- Evergreen Leadership Tour (October)
- Member Leadership Series (March)

Delegate Issue Three:

TOPIC TITLE: Amendment to the amount of voting state officers on the Washington FFA Association Board of Directors.

SUBMITTED BY: Washington FFA State Officer Team

RECOMMENDATION: It is requested that the delegate body of the 94th Washington FFA Convention & Expo consider the following Amendment to Article VIII Section C of the Washington FFA Constitution & Bylaws.

Section C: The governing body of the organization shall be the WAFFA Association Board of Directors which shall consist of the State Supervisor of Agriculture Education; one former member of the agriculture education state staff; two members representing Washington Association of Agriculture Educators; a Washington FFA Alumni & Supporters representative; one member representing business; one Washington FFA Foundation Board member; one member of the legal profession; two members of the WSU agriculture education faculty; one member representing business directly related to agriculture; five members at large, and ~~two~~ three members of the Board of Washington FFA State Officers or their designees

RATIONALE: The National FFA Organization is a student-led organization. In order to best reflect the voice of the student body it is important to have fair representation on the Board of Directors. Currently, two State Officers serve as voting members on the Association Board of Directors and two serve as voting members on the Foundation Board of Directors with the other two Officers serving as alternate voting members in the event of an absence by a voting state officer.

By amending this section, the student body would have a more involved effect on the Board's actions.

