



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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To: Maryland FFA Advisors  
From: Terrie Shank, MD FFA Executive Director  
Naomi Knight, MD FFA Program Coordinator  
RE: Chapter Officer Leadership Training (COLT)  
Date: August 26, 2019

The Maryland FFA Association invites you and your chapter officers to attend the Chapter Officer Leadership Training (COLT) program. The conference will be held this year at the River Valley Ranch on **Friday, October 11 through Sunday, October 13, 2019**. The camp is located at 4443 Grave Run Road, Manchester, MD 21102. Phone number is 443-712-1010. Arrive by 5:00 pm on Friday, and depart on Sunday at 11:30 am.

This is a great opportunity for your chapter officers to enjoy the beautiful outdoors as they get to know other chapter leaders in Maryland, develop their personal leadership skills, build team unity and create a master plan for their chapter activities.

The cost to attend COLT is \$85 per member and \$100 per advisor and/or chaperone. The cost includes:

- Five meals (Friday Dinner through Sunday Breakfast)
- Lodging in heated cabins, with amenities on each floor
- All conference materials, t-shirt and recreational activities, including a bonfire!

Please find attached with this letter: a promotional flyer to be shared with your students, a chapter confirmation form, River Valley Ranch Guest Form, and a tentative schedule. Please read the River Valley Guest form completely and obtain all signatures. **EVERYONE WHO ATTENDS THE CAMP MUST COMPLETE A GUEST FORM!!!** If students/adults have special dietary needs, those must be explained on the registration form. This is a private retreat center; appropriate dress (shoes and shirts) is expected at all times. Only registered guests are permitted on the grounds, children under 7 years of age are not permitted on the grounds. Pets are not permitted on the grounds.

Please complete the confirmation form by **Tuesday, September 17, 2019** by saving it to your computer, then log onto the following site, <https://mdcte.wufoo.com/forms/maryland-ffa-registration/> Go into the wufoo.com account and upload the confirmation form and the River Valley Guest Form which everyone must complete Advisors, members and chaperones. The website will then send a report back to you, confirming your registration. Please submit full payment and River Valley Ranch Waivers by Tuesday, October 1, 2019 to: MD FFA Association, Attn: Mrs. Terrie Shank, 925 North East Street, Frederick, MD 21701

Everyone needs to bring their own personal care items, towels, wash cloth, sleeping bag/bed sheets blankets, warm clothing, jackets, sturdy shoes and a flashlight. Members may also want to bring a camera and extra money for snacks. Meals are served buffet style. Special dietary/meal requests must be made at time of registration.

The Maryland State FFA Officers and staff look forward to seeing many of you with your officers at COLT. If you have any questions, please feel free to contact me at 301-491-5686 or [tshank@maefonline.com](mailto:tshank@maefonline.com)