

Maryland FFA Association Board of Directors
Meeting Minutes
Monday, October 12, 2020 6:00 PM
Zoom Conference Meeting

Those in attendance: Karen Nicklas, Susanne Zilberfarb, Stephanie Moore, Scott Page, Jason Watt, Laura Ramsburg, Brenda White, Amy Jo Poffenberger, Emily Muller, Quinn Cashell-Martin, Diane Herndon, Tom Mazzone, Naomi Knight, Terrie Shank, Cassie Bell, Helen Leadingham, McKayla Kiernan, Kyle Schulze, Morgan DeFriece and Elsie McKenzie

The Meeting was called to order at 6:02 p.m. by Chairperson, Karen Nicklas.

The Minutes of the August 11, 2020 meeting were presented. Amy Jo Poffenberger moved to accept the minutes as presented. Jason Watt seconded the motion and the motion passed.

The Treasurer's Report was shared by Laura Ramsburg. Emily Muller moved to accept the report and file it for audit. Jason Watt seconded the motion. The motion passed and the report will be filed for audit.

Membership/Chapter Report-Naomi Knight shared that with the schools being closed since March due to the COVID-19 pandemic, there was no update on the previous report to be submitted in August.

State Officer Team Report was given by Cassie Bell, President. She highlighted the activities that the team has participated in since August. All Officers contributed to the published report.

Committee Reports

Constitution and By-Laws Committee. The members of the Board of Directors reviewed the proposed changes which were shared by Richard O'Hara, Chairman of the Constitution and By-Laws Committee at the August 11th board meeting. Emily Muller moved to accept the recommended changes to the Maryland FFA Constitution and By-Laws. Jason Watt seconded the motion and the motion passed unanimously.

Unfinished Business:

Signing of the Board of Director's Conflict of Interest, Disclosure and Code of Conduct documents- Terrie Shank thanked those who have submitted the signed documents and she will be sending these three documents to the members of the Board to be signed and returned to her by the end of October.

Career and Technical Student Organization Policies and Procedures-Terrie Shank shared that during the August 11th meeting, Marquita Friday and Chuck Wallace from the Maryland State Department of Education shared a presentation on the CTSO Policy and Procedures which have recently been updated and the Perkins funding plan. Board members were sent a copy of the document to review prior to the October board meeting. A recommendation of support for these documents is being requested by the MSDE CTE Staff. Jason Watt moved to support the MSDE CTSO Policy and Procedures Document as printed. Quinn Martin seconded the motion and the motion passed.

Maryland FFA Activities and Event Survey- Naomi Knight shared the results of a survey emailed to all Maryland Agriculture Instructors. She received responses from 49 teachers. The majority utilized the google meets and zoom platforms for instruction and student interaction. Information was being collected as to the use of student participation and how students can be identified when participating in online testing. Emily Muller suggested utilizing student membership numbers as a way to identify the student in place of their name for online programs and CDE exams.

A Strategic Plan Framework for the Maryland FFA Association was presented by Susanne Zilberfarb at the August Board meeting. Board members were asked to review the document and provide feedback prior to the October Board meeting. Susanne shared that no feedback was received.

To highlight, there are four main goals within the plan.

1. Increase statewide membership to 5,000 members by 2022.
2. Transition competitions to virtual platforms.
3. Increase number of members receiving awards.
4. Engage State Officers in meaningful, well rounded year of service.

A committee was appointed by Karen Nicklas to further review the strategic plan and report back to the Board. Those serving on the Committee will be Susanne Zilberfarb, chairman, Emily Muller, Tom Mazzone, Karen Nicklas, Amy Jo Poffenberger, Cassie Bell and Terrie Shank.

New Business

Maryland FFA Programs: Terrie Shank shared that the Maryland FFA State Officers were planning to host five leadership workshops in November. The State Officers in attendance further shared the dates, times and explained the workshops they have prepared for the members. They are trying to keep the members engaged through their social media outlets and the hosting of workshops. Cassie Bell also shared plans of the Officer team to host individual Chapter Officer workshops in December.

Spring Judging Career Development Events: The Maryland FFA Association can host Maryland FFA CDE/LDE exams virtually in partnership with the University of Maryland, College Park. Naomi Knight shared information about the ELMS system (CANVAS platform) and her discussions with Dr. Melissa Welsh as to how this would be used. Quinn Martin shared that she is familiar with the CANVAS platform and uses it within her graduate program noting it is a well-used resource on the college level. Stephanie Moore shared that her FSA Office is closed and will be so for an extended time, so having a virtual event may be what is needed for the coming year. Emily Muller shared that their school system is on a hybrid schedule and that she can only meet three times after school with her FFA members making training competitive teams somewhat difficult. Amy Jo Poffenberger suggested that we try to do something for the students. She would like to have expectations for students and the events shared ahead of time. She also shared concerns about monitoring of students during the event. Naomi Knight shared that the exams can have the questions and responses scrambled so that no two exams are the same. Results and correct responses can be shared once the testing window is closed. Quinn Martin moved that the Maryland FFA Association plan to hold virtual Career Development Events in 2021. Amy Jo Poffenberger seconded the motion and the motion passed.

Maryland Agricultural Fair Board Grant Utilization- Laura Ramsburg shared the status of the Maryland Agricultural Fair Board grant received by the Maryland FFA Association for use in 2020. The grant supports member awards and recognition along with the State Convention and State FFA Officer training. With the limited number of State FFA activities held prior to the March closing of schools and restrictions on in-person events, there is still funding available for use through the fall. Terrie Shank shared a proposal with the Board to utilize up to \$15,000 of the grant to assist chapters in paying student membership fees for the 2020-2021 school year. Each chapter would receive a grant for \$5.00 per member for each member on their FFA Chapter roster during the 2019-2020. This grant would be listed as a member recognition on the membership invoice when billed in February. Terrie Shank explained that the funding would cover the student state dues for 2020-2021. New chapters would receive \$250 to assist with their student membership. Jason Watt commented that this would help all chapters and members throughout the State. Tom Mazzone shared that having this grant would support chapters financially since they are not able to have the traditional fundraising programs as in the past. Emily Muller moved that the Maryland FFA utilized funding through the MAFB grant to provide a member recognition grant to each Chapter to support student membership for the 2020-2021 school year. Amy Jo Poffenberger seconded the motion and the motion passed.

AET Workshops for Teachers: The MATA is sponsoring two workshops for teachers on utilizing the Agriculture Experience Tracker Record book system for managing student supervised agriculture experiences. The two workshops will be on October 21st from 5-6 pm focusing on setting up the Advisor and Student accounts and getting started to use the system and from 6-7 pm focusing on managing a student project. The workshop will be led by Roger Hanagriff from AET. A second night of workshops will be held in the spring and provide teachers and students information on managing their records for degrees and award applications.

Meeting dates for the Board through 2021. All meeting will be held virtually as of this time.

Monday, December 14, 2020 at 6pm
Monday, January 11, 2021 at 6pm- Annual Meeting
Monday, February 8, 2021 at 6pm
Monday, April 12, 2021 at 6pm
Monday, June 14th at 6pm
Monday, August 9, 2021 at 3pm.

With no further business to be discussed, Emily Muller moved to adjourn the meeting. Quinn Martin seconded the motion and the meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Terrie Shank

Terrie Shank, Executive Director
Maryland FFA Association