**LIBERTY HILL FFA**

**Liberty Hill ISD Ag Barn Facility Contract** 

LIBERTY HILL AG TEACHERS

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2023 - 2024

**Revised 02/23**

**Agriculture Science Center – Barn Facility Rules**

**The Liberty Hill ISD Agriculture Science Center is located at Liberty Hill Middle School 13125 TX-29, Liberty Hill, TX 78642, behind the middle school building. The purpose of the Center is to allow FFA members to utilize the facility for their Supervised Agricultural Experience Programs (SAEPs).**

 **In order for all parties to best utilize the facility and to keep our program more reputable than others, there are rules and guidelines which must be enforced. To ensure compliance, Liberty Hill ISD employees including Agriculture Science Teachers (AST’s), facility managers and administrators will monitor and manage the facility.**

**It is our goal as a district to set, monitor and continuously improve a strict set of rules and guidelines to be followed. If everyone will take to the rules and follow them, we will be able to ensure a safe, educational and fun atmosphere that is conducive to learning.**

***All participants must comply with the following criteria:***

 ***I. General Rules & Eligibility***

1. Students who attend Liberty Hill Independent School District and who are Liberty Hill FFA and Jr. FFA members in good standing will be eligible for the opportunity to house a project at the Liberty Hill ISD Ag Science Center. ***High School FFA Members will have priority over Junior FFA members in the event there is not enough pens to hold all members who would like to house their projects at the school facilities.***
2. Animals that will be allowed to be housed will consist of the following: cattle, sheep, goats, and swine. Any exception must be granted by the Agriculture Science Teacher (AST).
3. The Liberty Hill ISD Barn is located on school property; therefore, **ALL SCHOOL POLICIES APPLY TO EVERYONE**; including students, guests, and parents/guardians (see Student Code of Conduct Handbook as well as all District and Campus Policies and handbooks)
4. Students assigned to DAEP/LEO will not be allowed to house their animal projects at the facility; therefore, the student will be given an eviction notice and will have 72 hours to remove their project(s) and belongings from the school facilities.
5. At no time can LHISD, Liberty Hill FFA, Liberty Hill AST’s, nor any other school official be held liable for injury to or death of an animal project. These individuals will not be held liable for any injury to a student, student’s guests or family members while at the Liberty Hill ISD Facility. \*Any injuries or hazards should be reported to the AST immediately.\*
6. Only students and family who house projects at the facility are allowed access to the facility. **Students may NOT bring any guest to the barn without approval by the FFA Advisors.** Examples of those allowed into the facilities include animal breeders, animal fitters, neighbors or friends needed for transportation purposes, or students raising animals outside the barn needing to use scales or other equipment.
7. Any student who has been removed/evicted/banned from the Liberty Hill Ag barn, including immediate family members, are not allowed on the barn premises for any reason.
8. Any student who does not have an animal in the Ag barn and is caught within the agriculture facility without permission will be referred to the school administration.
9. **Before moving a project into the barn a student must obtain permission from the Ag Science Teacher at least one week in advance and pay all fees in full that are associated with that project before an animal may enter the barn.**
10. Fees for barn are as follows: Sheep, Goats, Swine - $75 per head; Steer - $100 per head; Heifers - $200 ($100 per year she stays at school facility)

***II. Facility Hours & Curfew***

1. The Agriculture Science Center / Barn Facility hours will be as follows.

Monday –Friday 5:30am-9:00am and 2:30pm-9:30pm

Saturday and Sunday 5:00 am – 9:30 pm

(Summer Hours are 5:30AM-9:30PM 7 days a weeks)

1. Barn gates should remain closed at all times and students must use their gate badge that is issued to them.
2. If for some reason (emergency, leaving for a show, meeting the vet) you need to enter the facility outside the regular hours, you must contact an Ag Science Teachers immediately.

***III. Facility Rules***

1. You are responsible for your guests and are liable for misconduct of your guests.
2. Please help to make sure that all trash finds its place in the proper receptacles.
3. **All manure removed from animal stalls or alleyways is to be dumped in the dumpster only. Dumping of manure anywhere else will result in a loss of barn privileges.**
4. Trash cans are for TRASH ONLY; no manure or feed should be dumped into the Trash cans. Animal feed and large trash items are to be disposed of in the dumpster.
5. Report any curfew violations or defacing of property to AST’s. The barn is under video surveillance.
6. Defacing of school property will not be tolerated. Destruction of property will result in immediate eviction from Ag Center and that person will be held liable for the costs of any damages.
7. Stall decorations of any kind are not permitted.
8. There will be no ATVs on the grounds of the Ag Barn.
9. Absolutely NO PETS allowed in the barn at any time.
10. The AST’s are the official enforcers of all barn rules and procedures. They are the only ones who have the ability to change or alter these rules to meet the needs of the program. All decisions will be made in the best interest of the program. At any given time, the AST may have to designate someone to oversee functions or events. **Please do not ask us to make exceptions to any rule!!**
11. **All parents/guardians and guests of the Ag Barn must complete a Parent/Guardian Volunteer form and complete an online background check at the LHISD Central Office.**
12. Only red heat lamp bulbs with guards will be allowed in swine, lamb and goat stalls. Heat bulbs for animals are to be used overnight only and must be turned off during the day.
13. Do not block breaker boxes, doorways or aisles. (By order of the Fire Marshal)
14. Report broken or stolen equipment immediately.
15. No Alcohol, tobacco products, firearms, or weapons of any kind are allowed on the property. (STATE LAW) This applies to all students, guests, and parents.
16. No glass containers allowed.
17. After you have shown at county and/or your designated major show; you have 30 days from the day you showed to remove your animal from the school facilities. If you are academically ineligible for your designated show, you have 30 days from the day you became academically ineligible to remove animal(s) from facilities.

***IV. Animal Care & Housing Expectations***

1. Students are only allowed to house a maximum of 1 large animal and/or 2 small animal species in the school facilities at any time. Unless there is space available (this is at teacher’s discretion) and Senior FFA members have priority spots.
2. ALL animals must be castrated before entering school facilities. However, in the case of swine projects, since not all breeders castrate, the family is responsible for making an appointment for castration within 48 hours of the animal's arrival at the facility. If not scheduled within that time slot it will be removed from the facility. Unless other arrangements have been made with an AST.
3. Animals should not be brought into the barn without prior approval. The Ag Center is not a boarding facility. Any animals left on site without prior approval will be removed immediately.
4. All animals must be fed, watered and pens cleaned twice a day. If animals are being neglected, the parent will be notified of the neglect. If unacceptable conditions persist after parent notification, student and animal will be evicted. The student has 72 hours from notice of eviction to remove animals; if not removed, animals will be relocated as seen appropriate by AST.
5. An evicted student will lose all privileges to obtain a stall in the barn for the next school year.
6. Do not handle or feed anyone else’s project without permission from that person or an AST.
7. Wash animals at designated wash racks only.
8. Turn water off and roll up all water hoses and return tools to proper area when finished. Everything has its place, please put it back.
9. Stalls will be cleaned daily with waste disposed of properly. *Ex. Pig stall –keep shavings in pen at all times. Clean all manure out of pen. Ex. Heifer stall – scoop all manure and waste out of pen.* All waste must be placed in wheelbarrows, which will then be dumped in the roll off. If parents or family members are feeding for students, it is their responsibility to clean the pens.
10. Remove all manure from trim stands, alley ways, exercise arena, and wash racks when completed. Those students failing to clean up after their animals will be subject to disciplinary actions under the Consequences section.
11. It is the students’ responsibility to clean the aisles outside of their stall. It is also their responsibility to clean the aisles and scales after each use.
12. Students are not to enter the stalls of any other student’s animals, unless accompanied by the animal’s owner.
13. Students and parents are not to feed any other animal for any reason unless you are feeding for someone who is going out of town. (You have permission from owner and teacher is notified of arrangement)
14. Keep excess feed picked up to help prevent flies.
15. When an animal is not in its stall, manure is to be cleaned up promptly and taken to manure pile.
16. All wheelbarrows will be emptied after each use in the designated location.
17. No animals will be allowed outside the fenced perimeter without permission.
18. All cattle and sheep/goats must be haltered when not in stall or turnout. No animals will be left unattended in arena.
19. Individual stall locks will not be permitted. This is for the safety of your animal in an emergency.
20. Hanging show boxes will not be allowed in the barns. Students will be assigned a feed locker to keep buckets, feeders, and other equipment. All of these items should be properly stored in student locker, and not hung on the gates or outer panels of the stalls. Locks will NOT be provided.
21. Animal Death- If an animal project dies at the Agriculture Facility, it is the student’s/parent’s responsibility to remove the animal carcass within six (6) hours of being made aware of the animal's death. If the carcass is not removed within six (6) hours, the service will be provided at the expense of the animal’s owner. Dumping dead animals in the dumpster will result in eviction from the facility. It is the owner’s choice and expense if they would like an autopsy done on the animal after death.

***V. Terms and Conditions/Consequences***

1. The Liberty Hill FFA and Liberty Hill Independent School District reserves the right to remove any animal from the facilities immediately if any one of the following conditions exists:
	1. Animal abuse or neglect of any form
	2. Diseased or infected animals
	3. Animals that are unsafe to handle
	4. Students failing to observe rules
	5. Animals not being fed for show purposes
	6. Student is no longer in program

**If the student fails to abide by any of the rules in this packet, actions can be taken to remove the animal and/or ban any future agriculture facility privileges. The student is subject to disciplinary action for failure to comply with these rules and guidelines.**

**If the parent fails to abide by any of the rules in this packet, actions can be taken to remove that person and/ or ban any future agriculture facility privileges. The student will be put on a probationary contract which will allow them to have three opportunities to fix their behavior/actions in terms of animal care. If the student reaches strike three they will be given an eviction letter and upon receiving this letter the student will have 72 hours to remove the animal(s) from the school grounds.**

***VI. Barn Chores/Duties***

Every student in the barn is responsible for daily barn chores and barn duties – this includes junior FFA members and high school FFA members. The chores/duties are to be completed daily and students will be held accountable for the completion of these responsibilities.

Barn Chores:

Barn chores are daily tasks that need to be completed and include but are not limited to:

* Throwing personal feed bags, shaving bags, and supplement bags/containers into the DUMPSTER.
* Sweeping every day in front of your stalls/pens.
* Cleaning up after animals if they are out of the stall area.
* Emptying and cleaning water buckets.
* Personal items put up and kept in lockers (ex: buckets, troughs, show tack, shavings,feed)
* Name (First and Last) on feed sacks and shavings.

Barn Duties

Barn duties are specific duties set by the teachers to help maintain barn cleanliness and biosecurity. These duties are to be completed on the specific days that the ag teachers set. If the duties are not completed on your specific day, then there will be consequences.

Mandatory Barn Cleanups

Once a month there will be a mandatory barn clean-up with a 30-day prior notice. These are required for any student who has project(s) in the facilities. If a student cannot be there, then they are responsible for finding a suitable replacement who is NOT already a barn member. Failure to comply will result in the next step of consequences.

***VII. Student Behavior***

1. Students are expected to act in a professional manner at all times at the Ag Center. Any activities which endanger the health or physical wellbeing of students/parents/teachers/manager/facility or animals, will not be permitted.
2. Loitering or other activities not directly related to the furtherance of the SAEP will not be permitted on school grounds.

***VIII. Consequences***

Consequences will be given out to students if any of the following rules are violated at any time. The consequences are as follows:

* 1st offense verbal and written warning.
* 2nd offense verbal and written warning.
* 3rd offense verbal and written warning
* 4th offense animal and student will be evicted from the barn. Students will have 72 hours to get the animal removed from school premises otherwise the animal will become property of Liberty Hill ISD.

**Liberty Hill ISD**

**Agriculture Science Center Usage Agreement**

By signing this document, I agree to the following terms:

**Student…**

I agree to abide by the rules and criteria set forth in the Liberty Hill ISD Barn Facility Rules that I have received. I have read them and I understand them. I agree to pay all fees associated with the use of a stall from LHISD as well as the expenses associated with my project. I also understand the Barn Duties/Chores and am aware of my responsibilities in the Ag barn. I agree to conduct myself in a professional manner at all times and work to maintain the Liberty Hill ISD Barn Facility, so that it is a clean healthy environment for all.

*This document is binding and non-negotiable.*

Student's Printed Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student's Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent / Legal Guardian…**

I agree to abide by the rules and criteria set forth on the Liberty Hill ISD Barn Facility Rules that I have received. I have read them and I understand them. I agree to pay all fees associated with the use of a stall from LHISD as well as the expenses associated with my child's project. I release LHISD and its employees or volunteers from any liability for injury that my child, my guests or I may sustain by participating in activities at the LHISD Agriculture Science Center. I also agree to monitor my student for compliance with the above stated rules.

*This document is binding and non-negotiable.*

Parent's Printed Name(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent's / Legal Guardian Signature(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Species Housed at Barn** (Circle Species)**:**

Goat Heifer Lamb Steer Swine

**Number of Head Housed at Barn:** \_\_\_\_\_\_\_\_

**Shows (**County, Major Show, etc.**): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent/Guardian Conduct Agreement**

By signing this document, I / We agree to the following terms:

* All communication with agriculture science staff, in person, phone, text, etc…shall be conducted in a professional manner. Preferred communication form is via school email unless there is an emergency. Please realize that every effort will be made to assist, but ag teachers may not always be available.
* In the event of a veterinary emergency, it is the responsibility of the parent/guardian and student to contact a veterinarian.
* At no time should a parent/guardian approach a student other than their own in an attempt to enforce barn rules.
* At no time should a parent/guardian approach another parent/guardian in an attempt to enforce barn rules.
* Any presumed violations of barn rules should be reported to the student’s teacher(s) in the form of an email.
* Parents/Guardians are expected to follow the chain of command (1. Supervising Science teacher over species 2. CTE Director/Coordinator).
* Bullying/Harassment in any form will not be tolerated.
* Parents/Guardians are to only handle and maintain their student’s project unless permission has been granted by the other party.
* Family matters should not be brought
* No Alcohol or Tobacco use will be permitted on LHISD property.

 **Failure to comply with this agreement and Ag Facilities Rules will result in the revocation of facility access for the offending parent/guardian.**

***This document is binding and non-negotiable.***

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**Name Relationship to Student Signature Date**

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**Name Relationship to Student Signature Date**

**RECORDS OF DEMERITS, ISSUES, ETC.**

**This page is for ag teachers, CTE Director or Administrators to document any issues within your contract for record.**

*These issues can include, but are not limited to, the state of your stall, the condition of your animal, tampering with other people’s animals, not following any agreements listed above, and more.*

**Liberty Hill ISD Ag Barn Facility Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_ Consequence #:\_\_\_\_ Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Description:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_**

**Advisor Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_ Consequence #:\_\_\_\_ Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_**

**Advisor Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_**

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**Advisor Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_**