

# **CONSTITUTION & BYLAWS OF THE MISSOURI FFA ASSOCIATION**

## **ARTICLE I. NAME**

The name of the organization shall be the Missouri FFA Association. However, the letters “FFA” and / or “Future Farmers of America” may be officially used to designate the organization, its units or members.

## **ARTICLE II. AIMS AND ACTIVITIES OF THE ORGANIZATION**

The objects and purposes of the organization are set forth in Section 3 of the organization’s Charter, Public Law 81-740. The organization shall cooperate with National and State governing agencies and officials for vocational education in accomplishing these objects and purposes and the following aims and activities, which the governing body has determined, pursuant to Section 3 (8) of the organization’s Charter, to be appropriate aims and activities within the framework of objects and purposes established by the organization’s Charter:

1. To be an integral part of the organized instructional programs in agricultural education which prepares students for a wide range of careers in agriculture, agribusiness and other agriculture-related occupations.
2. To strengthen the confidence of students in themselves and their work by developing desirable work habits and the effective usage of their time by learning to assume responsibilities; and by developing personal and occupational competencies in communications, human relations, and social abilities leading to intelligent choice of a career and successful employment or entrepreneurship in the agricultural industry.
3. To provide agriculture-related programs and activities which will develop pride, responsibility, leadership, character, scholarship, citizenship, patriotism and thrift and will improve the economic, environmental, recreational, and human resources of the community.
4. To encourage and recognize individual achievement in supervised agricultural experience programs, scholarship, leadership, and other individual and group activities by providing awards to deserving members and chapters.

## **ARTICLE III. ORGANIZATION**

- Section A. The Missouri FFA Association is a State organization of affiliated local chapters in high schools where recognized systematic instruction in vocational education for agricultural occupations is offered under the provisions of the National Vocational Education Acts.
- Section B. To become affiliated with the Missouri FFA Association, the local chapter must elect officers, set up an annual program of work, adopt a constitution not in conflict with this constitution or the National constitution, and make application to the State Advisor, who shall issue a charter if conditions under Article VI of the bylaws are met. More than one chapter may be chartered in a school when deemed appropriate by the State Executive Committee.
- Section C. Collegiate chapters may be established in two- or four-year institutions where agriculture courses are taught. Membership shall be opened to students enrolled in agricultural courses, or who are pursuing career objectives in the industry of agriculture.

Each collegiate chapter shall be chartered by and maintained under the authority of the Missouri FFA Association.

All activities of the collegiate FFA chapters shall be in harmony with the purposes, principles and ideals of the FFA organization.

Activities for collegiate FFA chapter members shall be based upon the needs and interests of its members.

Collegiate FFA chapter members shall pay National FFA dues.

Only dues from collegiate and postsecondary members shall be used to promote activities of collegiate and postsecondary chapters.

Each collegiate FFA chapter shall submit to the State Advisor an annual report covering the program of activities and achievements for the current school year.

## **ARTICLE IV. REQUIREMENTS FOR GOOD STANDING**

- Section A. A local chapter shall be considered to be in good standing with the State Association when the following general conditions are met:
1. All current State and National dues have been paid by a date to be specified by the State Association.

2. All reports have been submitted as required by the State Association.
3. No provisions of chapter constitution are in conflict with the State and National FFA Constitutions, Bylaws, or the Federal Charter. Activities are in harmony with the ideals and purposes of the National Organization.
4. The governing body of the State Association shall have the power to suspend local chapter charters upon the receipt of evidence of infringement on the provisions of the State or the National FFA Constitutions. A report on all suspensions shall be presented to the next succeeding State convention.

In case any local chapter is not in good standing with the State Association at the time of the opening of the State convention, the delegates in State convention shall have the power, upon recommendation of the State governing body, to withdraw the charter and refuse such chapter official representation at the State convention. When such action is taken, the chapter in question and members thereof shall be denied the regular privileges of the State Association. Upon meeting the requirements for good standing, a chapter may be reinstated by action of the State governing body, not earlier than 10 days after the closing date of the State convention during which it was not in good standing.

In case a local department of agricultural education in which a chartered chapter of FFA is located is discontinued, the chapter so involved may be permitted to operate officially for a period not to exceed 36 months from date of the discontinuance of the department, providing proper supervision and guidance can be given to the chapter work by a person having the approval of the local school administrator and the State Advisor. Local chapter charters must be surrendered to the State Advisor at the end of the 36 month period if, a local agricultural education department is not again in operation in the school at that time.

Section B. An active member shall be considered in good standing when:

1. The member attends local chapter meetings while enrolled in the school where the local chapter is established.
2. The member shows an interest in, and takes part in, the affairs of the chapter.
3. The member pays dues regularly and exhibits conduct in a manner becoming a member of the organization.

## ARTICLE V. MEMBERSHIP

Section A. Membership in the FFA shall be of four kinds:

1. Active
2. Alumni
3. Collegiate
4. Honorary

Section B. **Active Membership.** Any student who is regularly enrolled in secondary (grades 9 - 12) agricultural education program is entitled to become an active member of a chartered FFA chapter.

To retain membership during high school (grades 9-12), the member must be enrolled in at least one agriculture education course during the school year and follow a planned course of study for an agricultural occupation (including a supervised agricultural experience program), the objective of which is establishment in an agricultural career. To retain membership following graduation from high school (grades 9-12), a student must have been enrolled and received credit in an agricultural education course as a high school senior (grade 12). Members may retain their active membership until November 30 following the 4<sup>th</sup> National Convention after graduation from high school.

A member who is in good standing at the time of induction into the Armed Forces of the United States of America shall be in good standing during the period of active service without further payment of dues or attendance of meetings. Time spent in the Armed Forces or FFA international program shall not be considered as elapsed time in determining the maximum period of four conventions after the first National convention following graduation from high school or leaving high school.

Members making use of this waiver of service time for the purpose of maintaining active membership for application for advanced degrees, must resume active participation within six months after having been honorably discharged from service or having completed their FFA international experience program and indicate such a desire by payment of dues and attending of meetings. Members participating in the six months Armed Service program or participating in the FFA international program for six months shall be eligible for one full year of extended membership.

No individual may retain active membership beyond their 23<sup>rd</sup> birthday.

Section C. **Alumni Membership.** Membership shall be open to former active FFA, collegiate and honorary members, present and former professional agricultural educators, parents of FFA members, and others interested in and supportive of the FFA.

Section D. **Collegiate Membership.** - Collegiate membership shall be open to students who are enrolled in agriculture courses or pursuing career objectives in the industry of agriculture at two-or four-year postsecondary institutions having a collegiate FFA chapter.

Section E. **Honorary Membership.** Farmers, school superintendents, principals, members of boards of education, chapter advisors, teachers, staff members in agricultural education, businessmen, and others who are helping to advance agriculture education and the FFA, and who have rendered outstanding service, may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention.

Honorary membership shall be limited to the Honorary Chapter FFA Degree in the local chapter and the Honorary State FFA Degree in the Missouri FFA Association.

## **ARTICLE VI. ACTIVE MEMBERSHIP, DEGREES AND PRIVILEGES**

Section A. There shall be only four degrees of active membership based upon achievement. These degrees are:

1. Greenhand FFA Degree
2. Chapter FFA Degree
3. State FFA Degree
4. American FFA Degree

The National Organization shall set the standards for the several degrees.

Section B. **Greenhand FFA Degree.** On meeting the following minimum qualifications, the Greenhand FFA Degree may be conferred by the chapter:

1. Be regularly enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the FFA Creed, Motto, Salute and FFA Mission Statement.
3. Describe the FFA emblem and colors.
4. Demonstrate a knowledge of the FFA Code of Ethics and proper use of the FFA jacket.
5. Demonstrate a knowledge of the history of the organization, the chapter constitution & by-laws and the chapter Program of Activities.

6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit written application for the Greenhand FFA Degree for chapter records.

Section C. **Chapter FFA Degree**. On meeting the following minimum qualifications, the Chapter FFA Degree may be conferred by the local FFA chapter.

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed at least 180 hours of systematic instruction in agricultural education.
3. Have satisfactory knowledge of the local constitution and of the local program of activities.
4. Satisfactorily participated in at least three official functions in the chapter program of activities.
5. Have earned and productively invested at least \$150.00 by the member's own efforts or worked at least 45 hours in excess of scheduled class time or a combination thereof, and have developed plans for continued growth and improvement in a Supervised Agricultural Experience Program.
6. Demonstrate ability to effectively lead a group discussion for 15 minutes.
7. Demonstrate five procedures of parliamentary law.
8. Show progress toward individual achievement in the FFA award programs.
9. Have a satisfactory scholastic record.
10. Submit a written application for the Chapter FFA Degree for chapter records.
11. Meet other requirements as established by the chapter or state association.

Section D. **State FFA Degree**. On meeting the following minimum qualifications, the State FFA Degree may be conferred by the State Association:

1. Have received the Chapter FFA Degree and have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.

2. While in high school, have completed the equivalent of a least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level which includes a supervised agricultural experience program.
3. Have earned and productively invested at least \$1000 or worked at least 300 hours in excess of scheduled class time, or combination thereof in a supervised agricultural experience program.
4. Demonstrate leadership ability by:
  - a. Performing ten parliamentary procedures of parliamentary law.
  - b. Giving a six-minute speech on a topic relating to agriculture or the FFA.
  - c. Serving as an officer and/or committee chairperson or a participating member of a chapter committee.
  - d. Making a satisfactory score on a written test on FFA.
5. Show outstanding leadership participation in chapter activities and school and community activities by:
  - a. Participation in planning and conducting chapter program of activities.
  - b. Serving as chapter officer or committee chairman.
  - c. Participation in at least 5 activities above the chapter level.
  - d. Participation in leadership positions outside the FFA.
6. Have a satisfactory scholastic record, certified by the local superintendent or principal.
7. The Missouri Association shall be entitled to elect at least ten members to the State FFA Degree annually. Where State membership exceeds 500, a number in excess of ten, but not more than three percent of the State membership may be elected, fractions counted to the nearest whole number. Written records of achievement verified by the local advisor shall be submitted to the State Advisor by the local executive committee at least one month prior to the State convention. The State Advisor shall then review the records, prepare briefs, and submit his recommendations to the State Executive Committee. This committee will nominate at the regular State convention the candidates who have been found most worthy to receive the honor. The delegates at the convention shall then proceed to elect to the State FFA Degree those candidates found most worthy.

Section E. **American FFA Degree**. Minimum qualifications for election:

Since this degree is awarded by the National Organization, the minimum qualifications are not defined by the Missouri FFA Association.

## **ARTICLE VII. AMERICAN FFA DEGREE PROCEDURE FOR CHOOSING CANDIDATES:**

- Section A. American FFA Degree Application. A chapter may submit an application for each FFA Member, who meets the minimum qualifications established by the National FFA Organization, as an applicant for the American FFA Degree.
- Section B. Applications must be submitted to the State Association on forms supplied by the National FFA Organization.
- Section C. The State Advisor shall be responsible for getting the top applications selected and for submitting them to the National Organization.

## **ARTICLE VIII. EMBLEM**

- Section A. The emblem of the FFA shall be made up of five symbols, namely:
1. The plow representing labor and tillage of the soil.
  2. The owl, representing wisdom.
  3. The rising sun, representing progress.
  4. A cross-section of an ear of corn, representing common agricultural interests.
  5. An American eagle surmounting the cross-section of the ear of corn indicating the national scope of the organization. The emblem shall also carry the three letters, "FFA," and the words, "Agricultural Education."
- Section B. The Missouri FFA Association shall use the emblem exactly as described above. All members are entitled to wear the emblem.
- Section C. Greenhands are entitled to wear the regulation bronze emblem pin. Chapter FFA Degree recipients are entitled to wear the regulation silver emblem pin. State FFA Degree recipients are entitled to wear the regulation gold emblem charm. American FFA Degree recipients are entitled to wear the regulation gold emblem key.
- Section D. Honorary Chapter FFA Degree recipients are entitled to wear either the regulation silver emblem degree pin or a similar pin of gold. Honorary State FFA Degree recipients are entitled to wear the regulation gold



emblem charm. Honorary American FFA Degree recipients are entitled to wear the regulation gold emblem key.

Section E. Collegiate chapter members and advisors are entitled to wear an owl pin of official design.

## **ARTICLE IX. STATE OFFICERS**

Section A. The officers of the Missouri Association shall consist of president, first vice-president, secretary, ten vice-presidents and advisor. Officers, with the exception of the advisor will be elected annually at the regular State Convention. The State Director of Agricultural Education shall, by virtue of office, be State Advisor.

Officer candidates must be enrolled in agricultural education in high school, be an active FFA member continuing their supervised agricultural experience program, hold the State FFA Degree, and not currently serving as an officer in the Missouri FFA Association. .

## **ARTICLE X. STATE EXECUTIVE COMMITTEE**

Section A. The Executive Committee shall consist of the elected officers, the immediate past president, the advisor, the executive secretary, the executive treasurer, and other members, all of whom shall be members of the Department of Elementary and Secondary Education, and shall be appointed by the State Advisor with the approval of the State officers.

## **ARTICLE XI. CHAPTER OFFICERS**

Section A. Officers of the local chapter shall consist of president, vice-president, secretary, treasurer, reporter, and sentinel. A local teacher of vocational agricultural education shall be the local advisor. Chapter officers shall hold office for approximately one year. Election of officers should be held in April or May, except in newly organized chapters, in which cases they shall be elected at the time of organization. Officers must be active members and must hold the Chapter FFA Degree or a higher degree, except for chapters that have been organized less than one year.

## **ARTICLE XII. MEETINGS AND CONVENTIONS**

Section A. The Missouri FFA Association shall convene annually, except in extreme emergencies declared by the State Executive Committee. The State convention shall be held at least 45 days prior to the National Convention.

Section B. Local chapters may send two delegates to the State convention unless the State Executive Committee declares that an emergency exists that warrants fewer delegates from each chapter. Delegates to the State

convention must hold the Chapter FFA Degree or a higher degree except chapters less than one year old.

- Section C. Local chapters shall hold regular meetings monthly or more frequently, and at such time and place as determined by the local executive committee.

## ARTICLE XIII. AMENDMENTS

- Section A. Proposed amendments to the Constitution and Bylaws of the Missouri FFA Association must be submitted in writing by delegates from a chapter to the State Executive Committee at least thirty days prior to the next regular State convention of the Missouri FFA Association. The State Executive Committee shall study the proposed amendment and submit it, with recommendations, to the delegates in attendance at the State convention. A vote of two-thirds of the delegates present is necessary to adopt a proposed amendment.

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# BYLAWS

## ARTICLE I. DUES

- Section A. Annual membership dues from affiliated chapters shall be fixed by the State Executive Committee and approved by the delegates at the State convention. In case the annual dues are not set by the convention they shall be the same as for the preceding year.
- Section B. The annual dues of any chapter shall be fixed by the chapter executive committee subject to a majority vote of the membership of the chapter.

## ARTICLE II. DUTIES OF STATE OFFICERS

- Section A. **President.** It shall be the duties of the president to serve as chairman of the State Executive Committee and as chairman of the State convention. The president shall appoint all committees and shall serve as ex officio member of each. The president shall represent the Missouri FFA Association at the National FFA Convention. If unable to act as delegate, a replacement will be selected by the State Advisor. All other duties usually assigned to a president shall be carried out by the president of the Missouri Association unless they be in conflict with the National Constitution or the Missouri Constitution.

- Section B. **First Vice-President.** It shall be the duty of the first vice-president to assist the president in directing the work of the Missouri Association. In case the office of president becomes vacant by resignation or otherwise, the first vice-president shall serve as president until the next regular election of officers. The first vice-president shall serve as a delegate to the National Convention. If unable to serve, the State Advisor will appoint a replacement.
- Section C. **Secretary.** The secretary shall perform those duties common to this office, such as keeping accurate records of State conventions and State Executive Committee meetings. A copy of the proceedings of the State convention and of State Executive Committee meetings shall be given to the executive secretary. The secretary shall perform other duties assigned by the State Executive Committee. The secretary shall represent Missouri at the National FFA Convention. If unable to act as a delegate, a replacement will be selected by the State Advisor.
- Section D. **Vice-Presidents.** It shall be the duty of the vice-presidents, acting under the direction of the president, to look after the welfare of the Missouri FFA Association in their respective areas. They shall represent the State Executive Committee at area meetings of Missouri FFA Association. At the direction of the Executive Committee, the Vice-Presidents may assume the role of treasurer, reporter, and sentinel, as appropriate.
- Section E. **Advisor.** The advisor is ex officio member of all committees, including the State Executive Committee. It is the advisor's duty to review all applications for the State FFA Degree. The advisor shall advise the State Executive Committee and other constituted committees, and delegates regarding their work. During the annual State convention this person shall serve as advisor during sessions and shall make an annual report to the assembled delegates regarding agricultural education and the FFA.
- Section F. **Executive Secretary.** The executive secretary shall act as secretary for the State Executive Committee. The executive secretary shall issue charters to chapters when so ordered by the advisor, and shall receive all reports from affiliated chapters, review them, and inform the State Executive Committee of the progress of the association. The executive secretary shall keep the permanent records of the association.
- Section G. **Executive Treasurer.** The executive treasurer shall receive all dues, deposit them in a bank, and pay them out on the order of the association or of the State Executive Committee. The executive treasurer shall keep accurate records of all receipts and expenditures and shall make a full report to the annual convention of the association. This report shall be published in the "Missouri FFA Magazine" or made available in written form to the delegates. This person shall have prepared for the student treasurer an auditor's statement. This statement shall be made prior to the

annual State convention. The executive treasurer shall assist the student treasurer with the audit and budget committee in preparing a budget and in auditing the funds of the association.

### ARTICLE III. COMMITTEES

Section A. **Standing Committees**. Committees may be appointed by the State FFA Executive Committee. A chairman, members and local advisor shall be named for each committee. A time to meet and to study the problem shall be provided to each committee. A written report shall be made by each committee to the assembled delegates and a copy of each report shall be placed with the secretary's records so that the committee at the next convention shall have it as a guide. Committees may be appointed on the recommendation of the State Executive Committee or by a majority vote of the assembled delegates.

### ARTICLE IV. REPORTS TO THE STATE EXECUTIVE SECRETARY

Section A. Each chapter shall submit the following information to the executive secretary at the time indicated in Article VII of the bylaws:

1. A list of members and the degree held by each.
2. Names and addresses of the officers.
3. A list of delegates to the State convention at a time requested by the executive secretary.
4. A local program of activities for the ensuing year.
5. An annual report of the chapter, giving such data as membership status, accomplishments, activities, and other information asked for by the executive secretary.
6. Amendments or revision of the local chapter constitution.

### ARTICLE V. PROCEDURE FOR ELECTING STATE OFFICERS

Section A. **Interview**. Members who hold the State FFA Degree or who expect to be awarded this degree at the next convention and who desire to become candidates for State Office shall be interviewed by the interviewing committee for their area.

Section B. **Area Interview**. Officer candidate interviews will be held in each of the areas several days prior to the State FFA Convention.

1. Each area shall develop its own procedure for selecting the state officer candidate for their area.

2. The area interviewing committee will submit the name of the one selected to the State Executive Secretary immediately following the interview.

Section C. **State Interview.** A time will be provided prior to the opening of the State Convention for interviewing all candidates for State office who were recommended by the area interviewing committee.

1. The State interviewing committee shall be composed of members of the State Executive committee.
2. The State interviewing committee will select a slate of officers, including one candidate for each state office, from the officer candidates who present themselves before the committee.
3. The State interviewing committee shall present the slate of candidates selected as nominees for State officers to the delegate body during a regular convention session.

## **ARTICLE VI. PROCEDURE FOR ISSUING CHARTERS TO LOCAL CHAPTERS**

Section A. Members of an agricultural education department, operating under the National Vocational Education Acts, may form an organization and make application to the State Advisor for affiliation with the Missouri Association.

1. The application must be signed by the president, the secretary, and the local advisor.
2. The application must be accompanied by the following: A copy of the proposed constitution and bylaws; a local program of activities for the year; and a list of members and officers, with the addresses of the officers.

Section B. A charter shall be granted by the State Advisor upon the receipt of the application provided that the proposed constitution shall not be in conflict with this constitution or with the National Constitution. The charter will be signed by the Assistant Commissioner of Education, the State Advisor, and the State President.

## **ARTICLE VII. PROCEDURE FOR DETERMINING STANDING OF LOCAL CHAPTERS AND MEMBERS**

Section A. A local chapter shall be considered to be in good standing with the Missouri Association when the following conditions are met:

1. The Executive Committee considers the chapter membership sufficient to meet the needs of the students enrolled in the agricultural program.
2. A local activity program has been submitted to the executive secretary.
3. A list of members, with their degrees of membership, and the names of the officers and their addresses have been submitted to the executive secretary.
4. Local constitution is in accord with the Missouri Constitution and the National Constitution.
5. All other required reports have been made.

Section B. In case any local chapter is not in good standing with the Missouri Association at the time of the State Convention, the delegates in convention shall have the power, upon recommendation of the State Executive Committee, to withdraw or suspend the charter and refuse the chapter official representation at the State convention. When, and if, such action is taken, the chapter in question and members thereof shall be denied the regular privileges of the organization. By meeting the requirements for good standing, a chapter may be reinstated at any time by action of the State Executive Committee.

Section C. If a local agricultural education department is discontinued, the chapter may be permitted to operate officially for a period not to exceed 36 months. To continue, a local faculty member who has been approved by the State Advisor will serve as the local advisor. Local chapter charters must be surrendered at the end of the 36-month period indicated if agricultural education program is not in operation again at that time.

Section D. An active member shall be considered to be in good standing when the following conditions are met:

1. The member attends local chapter meetings with reasonable regularity while enrolled in the school and is a member of the local chapter.
2. The member shows an interest in, and takes part in, the affairs of the chapter.
3. The member pays dues regularly and exhibits conduct in a manner becoming a member of the organization.

## **ARTICLE VIII. PROCEDURE FOR CHOOSING CANDIDATES FOR THE STATE FFA DEGREE**

- Section A. A local chapter may submit annually one or more candidates for the State FFA Degree. The number submitted shall not exceed 7% (with fractions rounded to the nearest whole number) of the paid-up membership on record in the state office. Not more than 3 percent of the membership in the Missouri Association shall be elected to the State FFA Degree in any year.
- Section B. Election to the State FFA Degree shall be from the candidates at large.
- Section C. The procedure for selection members to receive the State FFA Degree shall be according to the instructions in the latest edition of the "Instruction Booklet for Completion and Selection of State FFA Degree Applications."
- Section D. All candidates for the State FFA Degree must be recommended by their advisors and by the major officers of their chapters.
- Section E. The State Advisor shall recommend to the State Executive Committee all candidates who meet the minimum qualifications, provided this number does not exceed the State quota of 3 percent of the association's membership. If the number who meets the minimum qualifications exceeds the State quota, the most worthy shall be recommended by the State Advisor to the State Executive Committee. Candidates must receive a majority vote of the delegates present at a State convention in order to receive the degree.

## **ARTICLE IX. OFFICIAL PUBLICATION**

- Section A. "The Missouri FFA Magazine" The adult members of the State Executive Committee shall be responsible for establishing the official paper of the Missouri FFA Association. This paper shall be known as "The Missouri FFA Magazine".