

## **Facilitating Coordination in Agricultural Education - District 4** **July 2022, Summary of Activities for Megan Coy**      \*virtual

**Assistance to Schools(3)** - \*Arcola, Mattoon, Mattoon Junior

**Assistance to Colleges/Universities(1)** - Richland

**Professional Development Events Provided(2)**      **Participants(13)**

University of Illinois Teach Ag Camp Presentation, College Ag Ed Students, Urbana - 7  
Section 20 FFA Officer Training, Section Officers, Effingham - 6

**Meetings/Conventions/Conferences Attended(6)**

\*Illinois Committee for Agricultural Education Meeting  
\*FCAE Staff Meeting(2)  
Evaluation Meeting with Dean, Champaign  
\*STAR Mid Year Progress Meeting  
Beginning Ag Teacher Conference, Springfield (2 days)

**Miles Traveled - Auto(599)**

**Other Activities(24)**

Sent Teacher and Individual Informational Requests  
Prepared for Presentations and Meetings  
Wrote and Sent Email Messages/Made and Returned Phone Calls and Texts  
Completed Monthly Reports  
Wrote and Posted Agriculture Teacher Vacancies  
Hosted Preservice Intern at District Office  
Assisted with GATA Reporting  
Worked on a Layout for Updated Teach Ag Brochure  
Updated GAST/STAR Tracking Document  
Setup New District IV Laptop  
Researched Texting System for Teach Ag  
Updated STAR Budget and Collected Information on STAR Project  
Worked with Administration and FFA Center on New Program Setup  
Updated District IV Tracking Document and Sent Updated Contact Information  
Toured Heartland for Elite Conference  
Organized and Began Packing District IV Office  
Sent Reminders to Teachers with Account Balances  
Made Updates on TeachAg.Net  
Scheduled Meeting With Millikin about New Ag Program  
Reviewed Other State's Teach Ag Ambassador Programs for Teach Ag Squad Plans  
Discussed Plans for the Mentoring Program with IAVAT Recruitment and Retention Chair  
Developed Parent Guide Update on Canva  
Printed Agendas and Assembled Teacher Folders for Section Meetings  
Completed Trivia Final Report for Sangamon County Clerk Office