

High School Name		County	IAVAT Section #
District Name		Number	EFE System Name
Agricultural Education Teacher(s)		Telephone Number	

**A. QUALIFIED TEACHER (25 X Maximum)**

**Minimum Standards:**

- 0X 1. The agricultural education teacher(s) is licensed by the Illinois State Board of Education and possesses a minimum of 2000 hours of program-related work experience in the industry of agriculture with appropriate documentation on file.
  - a. **Option 1:** The teacher(s) has a Professional Educator License (PEL) with a content endorsement for high school agricultural education.
  - b. **Option 2:** The teacher(s) has a Educator License with Stipulations (ELS) with an endorsement as a Career and Technical Educator or a Provisional Career and Technical Educator in high school agricultural education.

2. The agricultural education teacher is an active member of the Illinois Association of Vocational Agricultural Teachers (IAVAT) and affiliated professional organizations with membership dues paid by October 31st.

- 3X
  - a. **Option 1**  
 Illinois Association of Vocational Agriculture Teachers (IAVAT)  
 National Association of Agricultural Educators (NAAE)  
 Illinois Association for Career & Technical Education (IACTE)

- 1X
  - b. **Option 2**  
 Association for Career & Technical Education (ACTE)

3. The agricultural education teacher(s) is employed to maintain year-round instructional programs and supervise students at summer activities, conferences, and fairs. The contract extension is **beyond the 185 day (9 month) legal school year.**

- 0X a. 9.0 month contract
- 1X b. 9.5 month contract
- 2X c. 10.0 month contract
- 3X d. 10.5 month contract
- 4X e. 11.0 month contract
- 5X f. 12.0 month contract
- 1X g. School employs two or more full time agricultural education teachers with at least two teachers employed in excess of 9 months.

4. The agricultural education teacher(s) assumed a current year leadership role in one or more of the following: (2x maximum - 1x for each)

- 0X
  - a.  IAVAT Board
  - b.  FFA Leadership Camp Staff
  - c.  FFA Board
  - d.  IAVAT Committee
  - e.  IAVAT Section Officer
  - f.  Hosted and/or organized an IAVAT/FFA CDE or Proficiency Awards
  - g.  IACTE and/or NAAE Leadership Position or Committee

5. The agricultural education teacher(s) participated in professional and technical development activities addressing the needs of the teacher(s) including the following: **(Check all that apply)**

- 4X a. Annual Agricultural Education (IAVAT) Conference
- 1X b. District Summer Agricultural Education Teacher Workshops.
- 1X c. Participated in an Agricultural Education in-service activity other than IAVAT, 212 conferences, or district summer workshops.  
**Specify:** \_\_\_\_\_
- 1X d. 212 Conference - Teacher Inservice.
- 1X e. Teacher earned an industry-recognized credential that is taught and utilized in the program's curriculum. (i.e. OHS 10, Pesticide Applicators, etc)
- 2X 6. The agricultural education teacher(s) has completed or is currently pursuing a master's degree in agriculture/agricultural education or education. **(Check all that apply - 2X maximum)**
  - a.  Teacher is currently enrolled in a beginning agriculture teacher graduate course: Ag Ed 499. (2x)
  - b.  Teacher has received a master's degree in agriculture/agricultural education/education. (2x)
  - c.  Teacher is currently enrolled in an agriculture/agricultural education/education course. (1x)  
**Specify:** \_\_\_\_\_
- 0X 7. The agricultural education teacher(s) fosters the professional development of pre-service and beginning agriculture teachers. **(Check all that apply - 3X maximum)**
  - a.  Cooperating teacher for a student teacher. (3x)
  - b.  Mentor or Mentee. (1x)
  - c.  Host teacher for early field experience or pre-service observation. (1x)

**Total X: Component A**

**B. STUDENT SERVICES (5 X Maximum)**

**Minimum Standards:**

- 0X 1. The agricultural teacher advises all agriculture students on a regular basis to help develop and meet individual career objectives. The teacher annually reviews the career information, scholarships, course offerings, and other pertinent information at [www.agriculturaleducation.org](http://www.agriculturaleducation.org) with the school guidance counselors.  
Counselor name and date of meeting \_\_\_\_\_
- 0X 2. \_\_\_\_\_  
The school district makes provisions to accommodate all Special Need students who wish to enroll in the agriculture program. The agriculture teacher is directly involved in development and/or implementation of the Individualized Education Program(IEP) for students enrolled in the agricultural program.

- 1X 3. Graduate survey of students who completed one or more agriculture courses during high school was submitted online by September 15.
- 1X 4. A current personal file or portfolio is maintained within the agriculture department for each student enrolled in the program. The file includes career objectives, planned sequence of courses, proposed SAEs, FFA goals, and other pertinent plans.
- 1X 5. Three or more students participated in a departmental sponsored agricultural college visitation OR hosted an agricultural college speaker.  
**Specify:** University/College \_\_\_\_\_ Date \_\_\_\_\_  
Representative's Name \_\_\_\_\_
- 1X 6. Recruitment activities are conducted on an annual basis to attract students into the local agriculture program.  
**Specify activity:** \_\_\_\_\_
- 1X 7. Students within the agriculture department participated in activities designed to expose students to agricultural careers such as Farm Progress Show, Elite

conference, College Open Houses, Women in Ag conference, etc. (Does not include State or National FFA Career Shows).

Specify activity: \_\_\_\_\_

	<b>Total X: Component B</b> Must meet minimum standards to compute other scores.
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### C. INSTRUCTIONAL PROGRAMS (28 X Maximum)

#### Minimum Standards:

- 0X 1. The district offers a state-approved sequential program in agricultural education with a written course of study based on the Illinois Core Curriculum for Agricultural Education. The instructional program reflects a balance of classroom, laboratory, and supervised agricultural experiences with connections to industry based field experiences. Written lesson plans for all courses contain clearly stated goals, objectives, activities and experiences which relate to the district's School Improvement Plan.
  
- 0X 2. At least one course within the agricultural education program receives academic credit and the credit applies toward fulfilling high school graduation requirements in one or more of the following areas: **(Check all that apply: 4X Maximum - 2X for each)**
  - a. Math
  - b. Science
  - c. Social Science
  - d. Language Arts
  - e. Consumer Education
  
- 1X 3. A minimum of one Group 2 Skill Course is taught in the current year in the following agricultural career pathways (a-e) **(2X Maximum - 1X for each)**
  - a. Agricultural Science
  - b. Agricultural Business and Management
  - c. Agricultural Mechanics and Technology
  - d. Horticulture
  - e. Natural Resources and Conservation Management
  
- 2X 4. A licensed agriculture education teacher(s) taught an ISBE approved 7th and/or 8th grade agriculture course(s) and FFA leadership instruction is an integral component of all course(s).
  
- 1X 5. The instructional program is articulated with respective post-secondary agricultural programs and it is documented through a **written program-specific articulation agreement**.
  
- 1X 6. At least one dual-credit agriculture course is taught in the current year. The students receives credit for that specific course at both the secondary and post-secondary level with a written agreement on file.

**Course Name:** \_\_\_\_\_
  
- 1X 7. Educational technologies are integrated into the agricultural classroom instruction. The following educational technologies are utilized in the classroom: **(Check all that apply: 3X Maximum - 1X for each)**
  - 1X a. Up-to-date agriculture department/FFA chapter website
  - 1X b. iPads or comparable tablets
  - 1X c. Interactive classroom website such as a blog, wiki, edmodo, or edline
  - 1X d. Mobile devices such as clicker or smartphones
  - 1X e. Interactive whiteboards
  - 1X f. Department created podcasts or other streaming media
  - 1X g. Other new technologies (not including LCD Projectors)

**Specify:** \_\_\_\_\_
  
- 3X 8. The agricultural teacher(s) submitted a written Annual Department Report to appropriate local, regional, district and state officials within the current school year

ending June 30. An oral presentation of the report and/or the written report is presented at a local board of education meeting.

- 0X 9. The school participated in Career Development Events(CDE) above the chapter level. **(Check all that apply: Max 8X - 1X for each)**

- |  |   |
|--|---|
| <input type="checkbox"/> a. Ag Business Management | <input type="checkbox"/> m. Job Interview           |
| <input type="checkbox"/> b. Ag Issues              | <input type="checkbox"/> n. Land Use                |
| <input type="checkbox"/> c. Ag Sales               | <input type="checkbox"/> o. Nursery Landscape       |
| <input type="checkbox"/> d. Agronomy               | <input type="checkbox"/> p. Livestock Judging       |
| <input type="checkbox"/> e. Dairy Judging          | <input type="checkbox"/> q. Meat Science            |
| <input type="checkbox"/> f. Milk Products          | <input type="checkbox"/> r. Ag Mechanics            |
| <input type="checkbox"/> g. Envirothon             | <input type="checkbox"/> s. Parliamentary Procedure |
| <input type="checkbox"/> h. Floriculture           | <input type="checkbox"/> t. Poultry                 |
| <input type="checkbox"/> i. Food Science           | <input type="checkbox"/> u. Public Speaking         |
| <input type="checkbox"/> j. Forestry               | <input type="checkbox"/> v. Quiz Bowl               |
| <input type="checkbox"/> k. Horse Judging          | <input type="checkbox"/> w. Ag Communications       |
| <input type="checkbox"/> l. Horticulture           | <input type="checkbox"/> x. Veterinary Science      |
|  | <input type="checkbox"/> y. Dairy Handlers          |

10. The teacher uses any online instructional resources such as E-units, PowerPoints, lesson plans, labs, and assessments to support classroom instruction. **(2X Maximum)**

- 1X a.  Use and access by teacher only  
2X b.  Use and access by students and teacher.

11. Credentials are earned within the agricultural education program.

- 1X a. Instructor (Instructor is credentialed to provide/bestow credentials to students)

**Name of Credential:** \_\_\_\_\_

- 1X b. Student

**Name of Credential:** \_\_\_\_\_

**Total X: Component C**

Must meet minimum standards to compute other scores.

#### D. SUPERVISED AGRICULTURAL EXPERIENCE PROGRAMS (SAEP)

(16 X Maximum)

##### Minimum Standards:

- 0X 1. Instruction on conducting SAEs and maintaining records is an integral component of instruction for all students as verified in written lesson plans for all courses.
- a. Incorporated into the related course grade.
  - b. Awarded as a separate SAE course for credit (i.e. .25, .5, or 1 unit of credit) with a grade given which shows on the report card.
  - c. Both a & b.

- 3X 2. ALL students have a Supervised Agricultural Experience (SAE) project. The experiences are documented with accurate and up-to-date records and are evaluated on a regular basis.

3. The agriculture teacher conducts or supervises observations of agricultural student SAEs with written documentation of the visit on file. The visit must be conducted at the students' place of employment, residence, or location of project.

- 1X a. 10-45% of agricultural education students are visited.  
 2X b. 46-75% of agricultural education students visited.  
 3X c. 76-100% of agricultural education students visited.

4. Proficiency Award participation above the chapter level: (up to 4X; check a or b; check c and d)

- 1X a. 1-5 students participated at the section level.
- 2X b. 6+ students participated at the section level.
- 1X c. Student(s) participated at the district level.
- 1X d. Student(s) participated at the state level.
- 1X 5. Three(3) or more students exhibited SAEPs at the Section Agricultural Education Fair sponsored by the Illinois Department of Agriculture, sanctioned by ISBE and coordinated by IAVAT. The agriculture education teacher supervised the students as well as cooperated in conducting the activities of the fair.
- 2X 6. One or more students earned their State FFA Degree
- 2X 7. One or more students earned their American FFA Degree

**Total X: Component D**

Must meet minimum standards to compute other scores.

**E. AGRICULTURAL STUDENT ORGANIZATIONS (FFA) (26 X Maximum)**

**Minimum Standards:**

- 0X 1. The FFA leadership component is incorporated into the curriculum through an annual written Program of Activities (POA). **A Chapter Strategic Plan has been submitted to the Illinois FFA Center by November 30.**
- 0X 2. The advisor(s) of the FFA Chapter is currently employed as an agriculture teacher by the district and the FFA Chapter has submitted an online roster, certification form, and membership dues by the deadline of November 1st
- 4X 3. FFA Members are involved in the planning and implementation of a Program of Activities. A written completed POA is **on file in the department** and Form I and II of the National Chapter Award Program have been **sent to the Illinois FFA Center** emailed to Mindy Bunselmeyer by midnight on April 15 for state competition. Credit will be granted to applications receiving the bronze emblem award (or higher) for each category of Form II.
- 1X 4. Leadership development instruction is provided to all students in all agricultural courses through planned FFA activities which are integral to all courses. **Each student participated in at least three FFA leadership activities at or above the chapter level such as but not limited to chapter meetings, committee meetings, CDE's, leadership conferences.**
- 1X 5. The FFA Chapter constitution and/or bylaws are up-to-date and reviewed annually with a written copy on file .
- 1X 6. The FFA Chapter conducts and can document twelve regularly scheduled chapter meetings per year.
- 7. The FFA Chapter actively participates in the annual FFA convention: **(Check all that apply)**
- 3X a. State FFA Convention
- 2X b. National FFA Convention
- 2X 8. The agricultural program is supported by an active FFA Alumni affiliate. The Alumni affiliate must be in good standing by May 1st.
- 1X 9. The FFA Chapter plans and conducts an annual member recognition banquet/program.

- 1-2X 10. One or more FFA members represented the local chapter in the following state and/or national FFA leadership activities: **(Check all that apply - 1X per activity - 2X maximum)**

Washington

- a. 212 or 360 Conference  d. Leadership Conference
- b. FFA Leadership Camp  e. Ag Legislative Day
- c. Farm Bureau Youth Conference  f. STAR Conference

11. The FFA Chapter has identified a local chapter representative to the Illinois Foundation FFA **and** promoted community contributions to the annual foundation campaign for state sponsored leadership activities.

The level of support was:

- 1X a. \$1000 - \$1999
- 2X b. \$2000 - \$2999
- 3X c. \$3000 - \$3999
- 4X d. \$4000+

**Specify the local chapter representative:**

- 1-2X 12. The FFA chapter completed Illinois Farm Bureau's Youth Education in Agriculture applications by the due date. (1X Each - Max 2x)
- a. Cooperative Activities Program Participant (Form I and II)
- b. Heritage Program Participant (Form I and II)
- 2X 13. FFA membership meets or exceeds the total unduplicated agricultural education enrollment.
- 1X 14. The Chapter includes active FFA Discovery (7th - 8th grade) members and a copy of the 7th and/or 8th grade agriculture course outline(s) has been submitted to and approved by ISBE as required by FFA policy.
- 1X 15. An administrator, counselor or board member from the school attended the State FFA Convention or the National FFA Convention during the school year.

**Specify Name of Individual Attending:**

**Total X: Component E**

Must meet minimum standards to compute other scores.

## F. FACILITIES, EQUIPMENT AND SUPPLIES (8 X Maximum)

### Minimum Standards:

- 0X 1. The school district provides adequate classroom and laboratory space which is maintained in a safe, orderly and attractive condition. Appropriate equipment and adequate storage space are available for the courses offered.
- 1X 2. School facilities designated specifically for agricultural education include the following: **(Check all that apply. 5X Max)**
- a. Plant (land/crop)  g. Landscape
- b. Animal (large)  h. Agriscience
- c. Mechanics  i. Computers/Tablets (at least 10)
- d. Greenhouse  j. Plant Nursery
- e. Aquaculture  k. Garden
- f. Animal (small)  l. Other Specify:
- 1X 3. A current written inventory of department tools, equipment and other pertinent material is on file in the Department. It includes modern tools and equipment comparable to those used in the agricultural industry and

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based on the largest number of students using the facilities. **The inventory specifically identifies items purchased with agricultural education incentive funds.**

- 1X 4. A departmental budget is prepared by the agricultural teacher(s) and is submitted to administration for approval. The budget request identifies needs for equipment, facilities, supplies, travel, and other program necessities.
- 1X 5. The agricultural education department successfully obtained external grant resources exceeding \$500. DOES NOT include Incentive Funding Grant, Perkins or CTEI grant funding.

**Specify Grant Source(s)** \_\_\_\_\_ **Total Value**

—	<b>Total X: Component F</b> Must meet minimum standards to compute other scores.
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**G. AGRICULTURAL ADVISORY COUNCIL (8 X Maximum)**

**Minimum Standards:**

- 0X 1. An officially approved agricultural advisory council, whose membership is representative of the agricultural industry within the community, met at least one time during the school year to provide program advisement to the district. Council membership lists and minutes are **on file** in the agriculture department.
- 2X 2. The agricultural advisory council met two or more times per year and the meeting minutes are kept on file in the agriculture department.
- 3. The advisory council conducted a review and/or considered recommendations from the teacher(s) or administration as documented in published minutes including, but not limited to the following: **(Check all that apply - 5X Max)**
- 1X Curriculum improvement/expansion (Specify): \_\_\_\_\_
- 1X Teacher professional development (Specify): \_\_\_\_\_
- 1X Facilities, equipment and supplies (Specify): \_\_\_\_\_
- 1X Student SAEs and FFA Chapter Program of Activities (Specify): \_\_\_\_\_
- 1X Adult agricultural education (Specify): \_\_\_\_\_
- 1X Agricultural awareness (literacy) pre-K/adult (Specify): \_\_\_\_\_
- 1X Review the completed Incentive Funding Grant application (Specify): \_\_\_\_\_
- 1X 4. An administrator and/or school board member attended at least one advisory council meeting.

—	<b>Total X: Component G</b> Must meet minimum standards to compute other scores.
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**H. PreK-ADULT AGRICULTURAL EDUCATION AWARENESS PROGRAMS**

(6 X Maximum)

**Minimum Standards:**

- 0X 1. The agricultural education teacher(s) assists in the coordination of agricultural awareness/literacy activities, PreK-adult.

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- 1-5X 2. Activities were conducted by the agricultural education department to enhance student awareness and career exploration about agriculture.

(Max 5X)

- a. Agricultural Career Fair
- b. Job Shadowing Experiences
- c. FFA Week Activities
- d. Demonstrated AgriScience/mAGic Kit Activities
- e. Ag Day/Week or Ag Expo Activities Specify: \_\_\_\_\_
- f. Food for America Activities
- g. Partners in Active Learning Support (PALS) Activities
- h. Teaching Agricultural Safety to Kids (TASK) Activities or Farm Safety for Just Kids Activities

- 1X 3.  The agriculture teacher(s) coordinated and/or taught a workshop or classes in and/or about agriculture which were specifically designed for adults in your community.

**Specify class titles:** \_\_\_\_\_

**Total # of participants:** \_\_\_\_\_

	<b>Total X: Component H</b>
	Must meet minimum standards to compute other scores.

<b>APPLICATION FOR INCENTIVE FUNDING SUMMARY</b>		
QUALITY INDICATORS	"X-VALUE" MAXIMUM	"X-VALUE" ACHIEVED
A. Qualified Teachers	25 X	
B. Student Services	5 X	
C. Instructional Programs	28 X	
D. SAEP	15 X	
E. FFA	26 X	
F. Facilities, Equipment, and Supplies	8 X	
G. Agricultural Advisory Council	8 X	
H. K-Adult Agricultural Education Awareness Programs	6 X	
<b>Totals</b>	<b>121 X Maximum</b>	

**PROGRAM ASSURANCES**

*By clicking the "Finalize and Submit" button assurance is being made that the program information contained in this application is accurate and can be documented for audit purposes. Misrepresentation of the program will result in ineligibility for funding.*

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