



NORTHSIDE INDEPENDENT SCHOOL DISTRICT



2025-2026 Agriculture Science & Technology Academy Policy Handbook

Northside Independent School District

**AGRICULTURE SCIENCE &
TECHNOLOGY ACADEMY
HANDBOOK
2025-2026**

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MISSION STATEMENT

The mission of the Agriculture Science & Technology Academy is to provide a hands-on, rigorous education that will equip students for their postsecondary choices. We will focus on responsibility, integrity, and leadership development through our courses by providing students real world experiences in the many fields of Agriculture.

INTRODUCTION

To the Agriculture Science Student:

We are glad to have you at the Ag. Science and Technology Academy and we sincerely hope that your experience here is rewarding. This handbook will answer many questions that concern the coming year. There will be additions to this handbook during the year. We hope you will refer to this as the need may arise.

Parents:

We are well aware that many of you are not quite sure what to expect from the Ag Science Academy. This booklet was prepared to answer as many questions as possible for the student and parent.

We feel that the Agriculture Science Academy is one of the best programs offered today. We offer not only classroom work, but field work also. We teach leadership, cooperation and responsibility. These are traits we want all our young people to acquire.

Therefore, we ask for your help and cooperation in the coming year. Let's all work together and learn together.

GENERAL RULES

- Only those students who apply and meet the criteria may attend the Ag Science Academy. During their 4 year commitment, students understand it is a privilege to attend this school and are enrolled conditionally. Failure to maintain satisfactory attendance and grades can result in removal from the program. Any discipline incident violating the student code of conduct can also be grounds for removal from the program. Removal from the Ag Science Academy is at the sole discretion of the Ag Science Administration and cannot be appealed, regardless of the student's home campus.
- Each student enrolled in the Agriculture Science Academy will have their FFA dues paid for by the school. Therefore, each student will be an active member of the ASTA FFA.
- Shop safety procedures will be enforced as directed in the Northside Independent School District Policy Guidelines.
- Only students who are enrolled into the Ag Academy will be allowed to take agriculture academy classes.

PERSONAL COMMUNICATION DEVICE POLICY

In compliance with state law, the use of personal communication devices by students is not allowed at any NISD campus during the school day, from the first official bell to the last official bell. Usage of these items will also not be allowed during passing periods or lunch periods.

Personal communication devices include cell phones, smart watches, earbuds, tablets, or any other similar items.

Devices of this nature should be powered off and placed into student backpacks and kept in a designated location in each classroom. Students without a backpack will be required to place their device(s) into an identified storage container in the classroom.

Students in violation of this State law and district policy will be subject to progressive disciplinary consequences, to include possible confiscation of the device. Confiscated items will be released to the student's parent/guardian.

CLUBS AND ORGANIZATIONS

Students may participate in school-sponsored clubs and organizations only with written consent from a parent or guardian. A completed permission slip must be on file prior to a student's participation in any club meetings, activities, or events.

PROJECT SUPERVISION

The student is responsible for:

- the daily care of his/her project.
- informing the agriculture science teacher regarding any problems and/or progress of his/her project.
- The parent is responsible for:
- the general supervision of the project on a day-to-day basis.
- communication with the agriculture science teacher should a question or problem arise concerning the project or the student's performance of his/her responsibilities.

Agriculture Science Teacher:

- Any problems that occur with livestock or poultry projects should be handled during the normal working hours when possible. The agriculture science teacher is not required by Northside Independent School District policy to make emergency calls for the purpose of treating sick or injured animals during the evening hours. However, the agriculture science teacher may assist with such problems at his/her discretion.
- The agriculture science teacher will visit each supervised experience program as required by Texas Education Agency rules.
- All projects purchased by the agriculture science teacher to be used for the project program and bought for a specific student, must have a signed approval form stating that the agriculture science instructor will act as the student's purchasing agent.
- Supervision of the students at out-of-district shows by school personnel may be provided. The number of agriculture science teachers assigned supervision responsibilities at out-of-district shows will be determined by the school principal based on need.

USE OF DRUG PROCURING AND MEDICATION

The agriculture teacher or the Northside Independent School District will not be held liable for injury to livestock or poultry while assisting the student with their project. This includes such things as giving medication, castration, dehorning, docking, worming, trimming, and any other activity directly involving the agriculture science teacher with student's animals.

PROJECT LOCATION

Because the student and his/her parents are responsible for the daily care and supervision of the student's project, projects must be located in an area that is both convenient to the student and conducive to the care and well-being of the project. Animals must be kept within the NISD school boundaries.

LIVESTOCK SHOW PARTICIPATION

- To show a animal, a student must be a member of the FFA Chapter and enrolled in an agriculture science class.
- In order to participate in a livestock show, students must be considered academically eligible by NISD UIL Rules.
- Students whose projects are not ready or are not of sufficient quality to participate in a major show will not be allowed to show. This decision will be made by the agriculture science teacher.
- The agriculture science teacher will prepare an approved list of eligible students authorized to attend all livestock shows.
- Parent permission forms for out-of-district shows must be signed by parents and returned to the agriculture teacher before the student leaves for these shows.
- The parents and student will make arrangements with the agriculture teacher for supervision, travel, housing and transportation of animals to the major shows in which students enter as a team. See Teacher's Responsibilities.
- Students and parents will be responsible for travel to and from livestock shows and for transporting their animals to and from these shows.
- The student code of conduct will be enforced while the student is representing the school at all non district competitions.

AG. SCIENCE FAIR

In the Agriscience Fair students use the scientific process as they reinforce skills and principles they have learned in agriscience courses. They conduct research projects and prepare a scientific report and display for judging at the state level. Ag Science Fair projects must fall under one of the following categories:

- Animal Systems
- Environmental Services/Natural Resource Systems
- Food Products and Processing Systems
- Plant Systems
- Power and Structural and Technical Systems
- Social Science

Project Requirements:

- All Ag. Science Fair Projects must be approved by the Ag Coordinator.
- All Ag. Science Fair Projects being utilized as the students' sole SAEP, must be exhibited at an approved contest.
- Show entries are the responsibility of the student, under the guidance of the Ag instructor.
- Students must attend monthly project meetings.
- An SAEP record book must be kept in relation to this project.
- To compete in a science fair, a student must be a member of the FFA Chapter and enrolled in an agriculture science class.
- In order to participate in a science fair, students must be considered academically eligible by NISD UIL Rules.

Project Supervision:

The *student* is responsible for:

- the daily care of his/her project.
- informing the agriculture science teacher regarding any problems and/or progress of his/her project.

The *parent* is responsible for:

- the general supervision of the project on a day-to-day basis.
- communication with the Ag. Coordinator should a question or problem arise concerning the project or the student's performance of his/her responsibilities.

Supervision of the students at out-of-district shows/contests by school personnel may be provided. The number of agriculture science teachers assigned supervision responsibilities at out-of-district shows will be determined by the school principal based on need.

AG MECHANICS PROJECTS

The Agricultural Mechanics SAE is a fabrication project that applies skills taught in the Agricultural Engineering Pathway. Students enrolled in Agricultural Mechanics courses will complete a fabrication project, and will have the opportunity to exhibit eligible projects at local and state Agricultural Mechanics Shows, with instructor approval and proper entry.

Project Requirements:

- NISD Safety Protocol will be followed at all times in the shop
- All projects must be approved by the instructor
- Students must attend monthly project meetings
- A record book will be kept by each student
- Show entries are the responsibility of the student, under the guidance of the instructor
- Upon completion of the project and/or its final show, it must be removed from ASTA facilities within one week.
- If an Ag Mechanics project is a student's sole SAEP, it must be exhibited at at least one recognized show, following all guidelines above.
- To show a Ag Mechanics project, a student must be a member of the FFA Chapter and enrolled in an agriculture science class.
- In order to participate in a Ag Mechanics show, students must be considered academically eligible by NISD UIL Rules.

Project Supervision:

The *student* is responsible for:

- the daily care of his/her project.
- informing the agriculture science teacher regarding any problems and/or progress of his/her project.

The *parent* is responsible for:

- the general supervision of the project on a day-to-day basis.
- communication with the Ag. instructor should a question or problem arise concerning the project or the student's performance of his/her responsibilities.

Supervision of the students at out-of-district shows/contests by school personnel may be provided. The number of agriculture science teachers assigned supervision responsibilities at out-of-district shows will be determined by the school principal based on need.

EXPLORATORY SAEP

These are beginner student-led, instructor-advised, work-based learning experiences that result in measurable outcomes within a predefined, agreed upon set of Agriculture, Food and Natural Resources Standards and Career Ready Practices. Exploratory SAEs are appropriate for first year agriculture students ONLY.

Project Requirements:

- All Exploratory SAE projects must be approved by the Ag Coordinator.
- Students must attend monthly project meetings.
- Create an SAEP Plan
- An SAEP record book must be kept in relation to this project.
- All Exploratory SAE projects will culminate in an end of project presentation.
- *Please see the hand-out, Exploratory SAEPs for more detailed information and requirements.*

Project Supervision:

The student is responsible for:

- the daily care of his/her project.
- informing the agriculture science teacher regarding any problems and/or progress of his/her project.

The parent is responsible for:

- the general supervision of the project on a day-to-day basis.
- communication with the Ag. Coordinator should a question or problem arise concerning the project or the student's performance of his/her responsibilities.

PRODUCTION AG SAEP

Just like exploratory SAEs; Production Ag SAEs are student-led, instructor-advised, work-based learning experiences that result in measurable outcomes within a predefined, agreed upon set of Agriculture, Food and Natural Resources Standards and Career Ready Practices. Production Ag SAEs are appropriate for all agriculture students.

These projects give students the opportunity to apply their academic and practical knowledge to "real life" situations through the development and operation of a small Agri-business.

Project Requirements:

- All Production Ag SAE projects must be approved by the Ag Coordinator.
- Students must attend monthly project meetings.
- Create an SAE Plan
- Creation of a Business Plan
- Running of an Agribusiness for a minimum of 4 months.
- An SAEP record book must be kept in relation to this project.
- All Production Ag SAE projects will culminate in an end of project presentation.
- *Please see the hand-out, Production Ag SAEPs for more detailed information and requirements*

Project Supervision:

The student is responsible for:

- the daily care of his/her project.
- informing the agriculture science teacher regarding any problems and/or progress of his/her project.

The parent is responsible for:

- the general supervision of the project on a day-to-day basis.
- communication with the Ag. Coordinator should a question or problem arise concerning the project or the student's performance of his/her responsibilities.

CODE OF ETHICS

Agriculture science students will honor the FFA code of Ethics. They will conduct themselves at all times in a manner befitting their organization, chapter, school, and community by:

- Dressing neatly and appropriately for the occasion.
- Showing respect for the rights of others and being courteous.
- Being honest and not taking unfair advantage of others.
- Respect property of others.
- Refraining from loud, boisterous talk, swearing, and other unbecoming conduct.
- Demonstrating sportsmanship in the show ring, judging contests, and meetings.
- Attending meetings promptly and respecting the opinion of others in discussions.
- Taking pride in their organization, activities, supervised experience programs, exhibits, and in the occupations of agriculture.
- Sharing with others experiences and knowledge gained by attending National and State meetings.

AGRICULTURE MECHANICS AND HORTICULTURE CLASS RULES

- Students must furnish work clothes. Protective clothing must be worn or the student cannot participate. Coveralls are recommended. Proper footwear is a must.
- No horse playing whatsoever will be tolerated. Severe disciplinary action will be forthcoming when this rule is broken.
- PROTECTIVE EYE GLASSES will be worn at all times in the shop area.
- Students will not be allowed into the shop other than during their class period without permission from their Ag teacher.
- Students are responsible for cleaning, putting equipment away properly, and restoring the work area that has been used by the student. Students will also be assigned areas that they will be responsible for keeping clean.

GUIDELINES FOR THE NORTHSIDE INDEPENDENT SCHOOL DISTRICT AGRICULTURE CENTERS

All policies of the Northside Independent School District Agriculture Center (C.E. Vickery Center) governing students conduct apply at all times (24-hours a day) to all students. Security cameras are in place at all times. Violation forms will be issued for students failing to comply with project center rules. Three or more rule violations will result in removal of project from center.

- Students and parents must arrange transportation to and from the Northside Independent School District Agriculture Centers.
- The primary responsibility for discipline and supervision rest with the student and his/her parents when instructors are not present after school hours.
- Students will be held financially accountable for willful vandalism on the part of the student who commits the act.
- Alcoholic beverages and tobacco use are prohibited on the premises. Use of, possession of, or distribution/purchasing of illegal or alcoholic substances will result in immediate removal of student and animal project from the project center.
- Each student is responsible for keeping his/her pen and the surrounding area clean. No excessive manure piles will be permitted.
- Each student is responsible for feeding and general care for his/her project. Students **MUST NOT** feed animals that do not belong to them unless prior arrangements have been made with the owner or an Ag. teacher.
- Each student who uses the C.E. Vickery Ag. Project Center is expected to attend all workdays at the project center. Failure to do so will result in a project center violation.
- A student should not be in another student's pen unless permission is given by the agriculture teacher, responsible parent, or student whose project is to be looked after.
- **NO FIREARMS.**
- Animals such as pets, dogs, service animals, emotional support animals, etc will not be allowed in or near the Agriculture Barns or turn-out areas at any time. This is for the safety and health of all students and animals in the barn areas.
- A non-refundable fee will be required to use the Ag. Project Center. (See Ag. Project Centers Form on page 25 for fees.)
- Projects are considered completed within 5 days of the student's last show and must be removed from the project center.
- If it becomes necessary to remove a student's animal, the owner will have three (3) days to remove the animal. If the animal is not removed at this time, it will be picked up by an authorized livestock hauler and shipped to the stock yards at the owner's expense. The remainder of the money from the sale of the animal will be sent to the owner.
- Only students currently enrolled in an Agriculture Science course in Northside Independent School District and an FFA member are eligible to utilize the Agriculture Project Center. Students not enrolled in agriculture, or students who do not have their animal located in the project center, should not loiter in the centers. Visitors should check in with the Ag. teacher on duty.

- All projects housed at the C.E. Vickery are to be exhibited under the FFA.
- No mechanical, wooden, electrical, metal structures may be placed in pens without Ag. instructors approval. All items placed in feeding pens or lockers must be approved in accordance with NISD rules.
- Animal pens must be cleaned within 10 days after the project is completed. All students using the project centers must attend the final workday determined at a later date. Pens and lockers must be cleaned by designated dates set by the Ag. teachers.
- Students who fail to abide by these rules, or failure to keep their pens/lockers clean, may be fined \$250.00 and could lose their opportunity to use the Ag Project Centers in the future.
- **THEFT** in the project centers will not be tolerated. Stealing from the project center or from another student will result in immediate removal of student and animal from the project center.
- Students/parents must observe opening and closing times. Students and/or parents entering the centers before/after hours will be issued a project center violation. Student **WILL NOT** be allowed to go to the Vickery Center during school hours!
- Students that **FAIL** two or more grading periods **WILL LOSE** their ability to utilize the Vickery Project Center for the next school year. Students **MUST** be eligible to participate in the Ag Program.
- Students are not allowed to take their livestock projects to jackpots or practice shows without the permission of the Ag Director. Parents and students that fail to abide by this rule will lose the opportunity to use the Project Center pens.
- Students with excessive absences and/or discipline problems (as determined by the ASTA Administrative Staff) will not be allowed to utilize the project center the following year.
- Student/family behavior that is detrimental to the atmosphere in the project center (ie cursing, harassment, negative behavior towards students, staff, other parents, etc) can be cause for removal from the project center barns. Removal will be at the sole discretion of the Ag Science Academy admin.
- The mishandling of animals on the grounds of the Ag Science Academy will not be tolerated at any time. Behavior such as this can be grounds for immediate removal from the barns and the Gerlach Livestock show. Dismissal will at the sole discretion of the Ag Science Academy admin.

Vickery Center hours: 6:00-8:45a.m. and 2:30-8:00p.m.

A.S.T.A FFA

Member Expenses

Students that are extremely involved in the Agriculture program have many expenses. Listed below are examples of expenses and due dates for these items. Please understand that we serve a large number of students. We expect the students to adhere to the due dates listed on the Ag. Department calendar.

- **FFA Jacket** - \$60.00 Estimate (This is not required) - Order Online.
- **Ag Booster Club Dues** - \$5.00 (Organization for Parents) - Due at 1st Booster Club Meeting in September. Make checks payable to OHS Booster Club.
- **Vickery Center Project Fees** - (Price Variable) Depending on the type of Livestock the students want to raise. Check with your Ag. Teacher - Project Leader - Due in March and April. Project fees are paid in advance for the next school year. (make checks payable to ASTA High School.)
- **Livestock Validation Fees** - (Price Variable). All livestock exhibited at the various Livestock Shows must be identified by tag # to the student for ownership purposes. Check with your project leader for due dates. (Make checks payable to ASTA High School.)
- **Entry Fees to Livestock Shows** - Price Varies depending on the show and type of Livestock the student wants to exhibit. Students will receive information concerning prices and dates, at project meetings and during Ag courses.
- **Commercial Livestock (Down Payment) Deposits** - money for the next school years animal projects are ordered in late March or early April. The Ag Teachers (Project Leader) will inform the students of the due date 10 days in advance of money due date.
- **FFA Award Ceremony Tickets** - Price to be announced. Paid in Late April (payable to ASTA High School)

Veterinarian & Feed Store Information

At times, it becomes necessary for a student to contact a veterinarian for animal health purposes. Neither ASTA Ag. Science teachers, nor Northside I.S.D., advertise, promote, or recommend any of the following individuals or businesses. This information is being provided as a convenience and should be used at your discretion.

VERTERINARIANS

Dr. Carter

1991 Hwy 90 W
Castroville, TX
830-538-2274
Pigs, lambs, goats

Gillespie Animal Clinic

402 S. Creek
Fredericksburg, TX
830-997-4348
All livestock

Kendall County Vet Center

141 TX-46
Boerne, Tx, 78006
1-830-336-2041
All livestock

FEED STORES

Jupe Feed & Store

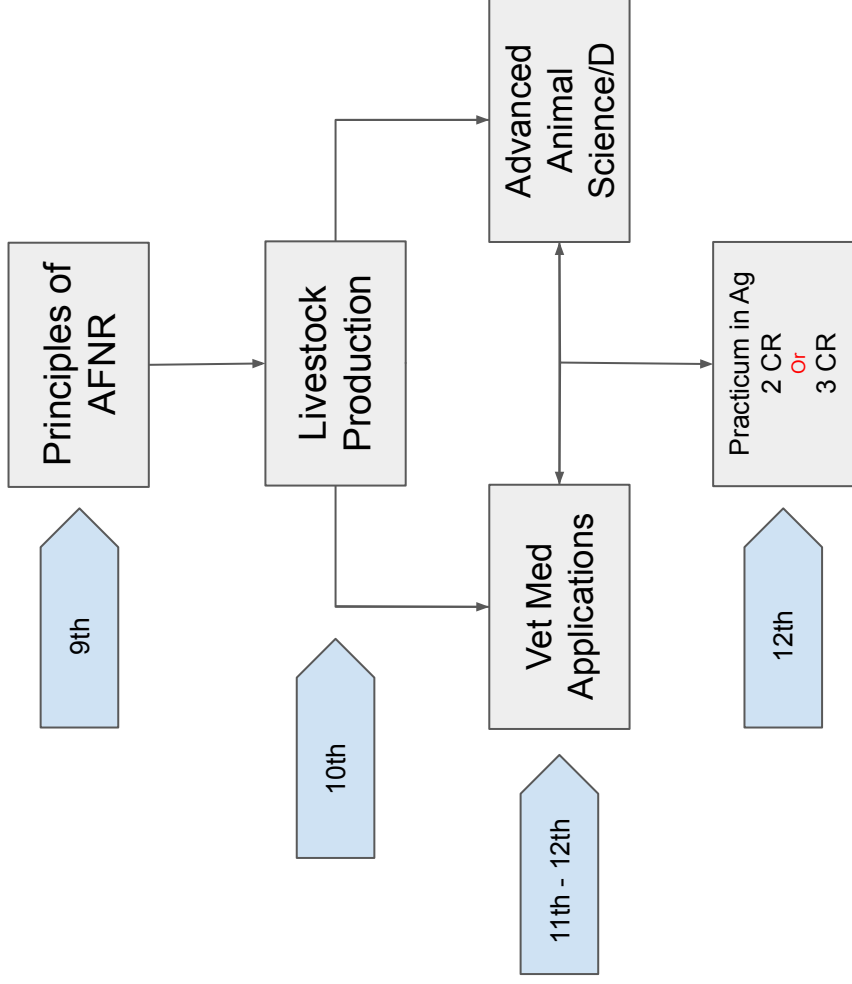
14392 Bandera
695-3551 / 695-3552

P.J.^s Farm & Ranch Supply

1560 at Galm Road
523-5282

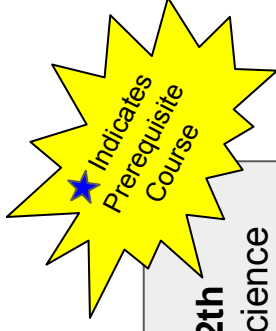
The agriculture teachers, nor NISD, will not be held liable for injury to livestock or poultry while assisting the student with their project. This includes such things as giving medication, castration, dehorning, docking, worming, trimming, transportation, and any other activity directly involving the agriculture science teachers with student's animals.

ANIMAL SCIENCE PATHWAY



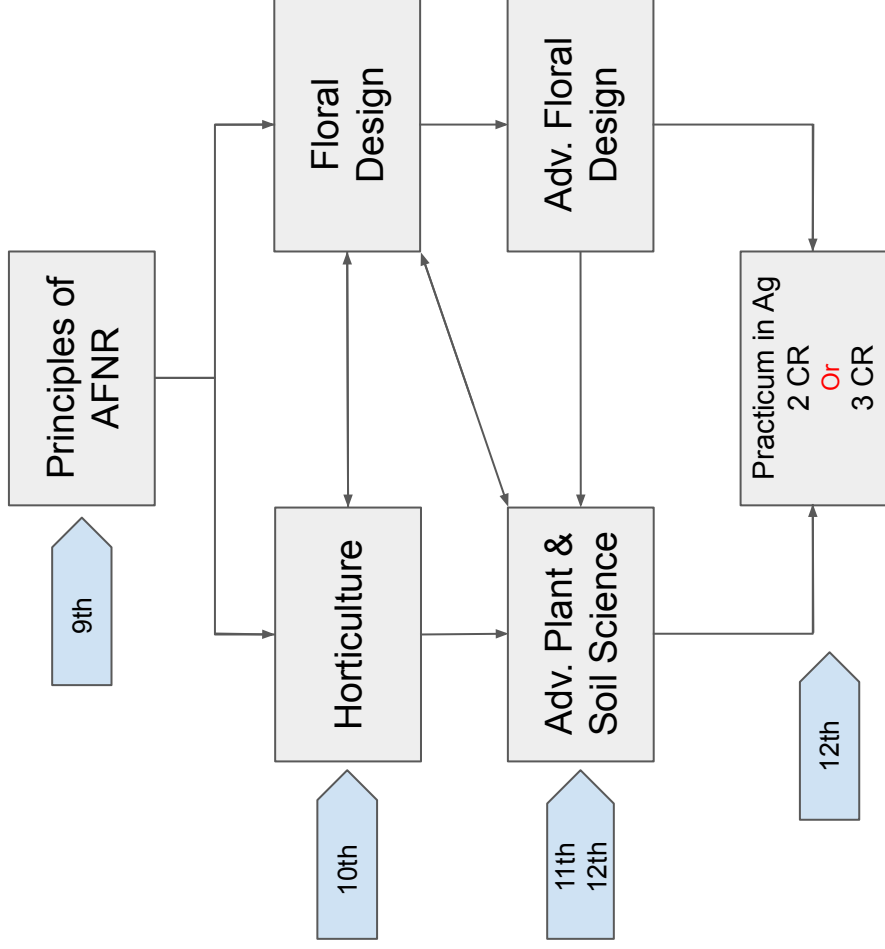
Ag Electives

10th - 12th
 Wildlife Dual Credit
 Floral Design
 Horticulture
 Ag Mech Metal Fab
 Leadership in Ag 1,2,3



11th - 12th
 Adv Plant Science
 Adv Plant Science Dual
 ★ Adv Floral Design
 ★ Ag Structures
 ★ Ag Equipment

PLANT SCIENCE PATHWAY



Ag Electives

10th - 12th

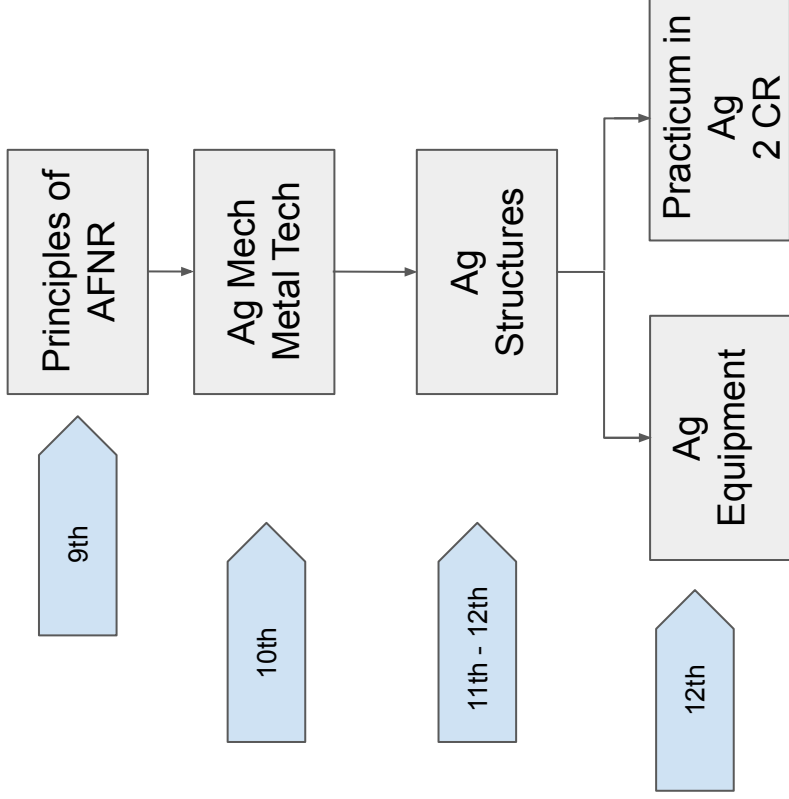
Wildlife Dual Credit
Livestock Production
Ag Mech Metal Fab
Leadership in Ag 1,2,3

11th - 12th

★ Vet Med Apps
★ Adv Animal Sciences/D
★ Ag Structures
★ Ag Equipment

★ Indicates
Prerequisite
Course

APPLIED AG ENGINEERING PATHWAY



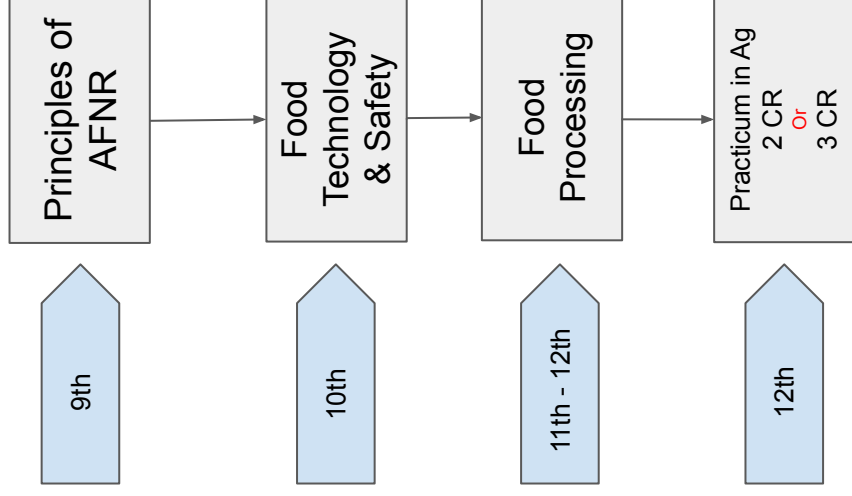
Ag Electives

10th - 12th
 Wildlife Dual Credit
 Floral Design
 Horticulture
 Livestock Production
 Leadership in Ag 1,2,3



11th - 12th
 Adv Plant Science
 Adv Plant Science Dual
 ★ Adv Floral Design
 ★ Vet Med Apps
 ★ Adv Animal Science/D

FOOD SCIENCE PATHWAY



Ag Electives

10th - 12th
Wildlife Dual Credit
Floral Design
Horticulture
Ag Mech Metal Fab
Leadership in Ag 1,2,3

★ Indicates
Prerequisite
Course

11th - 12th
GIS in Agriculture
Adv Plant Science
Adv Plant Science Dual
★ Adv Floral Design
★ Ag Structures
★ Ag Equipment

Booster Club Committee Descriptions

Auction Committee	Assist Auction Committee Chairperson in contacting previous buyers and new buyers for the Gerlach Livestock Show & Sale.
Concession Stand	Work scheduled times during livestock show.
Construction	Assist with any needed repairs or remodeling at the showgrounds during scheduled workdays or other times as necessary.
Hospitality	Work scheduled times during the auction serving refreshments to buyers.
Benefit Auction	Assist chairperson in securing donations and send out advertisements for the fundraiser auction held in the fall.
Parking	Work scheduled times during the stockshow, specifically during the sale, to direct parking.
Data Entry	Assist treasurer and show records chair during stock show to enter auction information.
Refreshments	Provided refreshments for specified Booster Club meetings.
Animal Load Out	Help load and sort animals before, during, and after Gerlach Auction.

ASTA FFA Booster Club
Membership Form
(To be turned in at Booster Club Meeting Only)

Parent's Name: Father: _____ Mother: _____

Student(s) Name(s): _____

Address: _____

City: _____

Phone Number (_____) _____

Alt Phone Number (_____) _____

Email: _____

Alt Email _____

His Occupation: _____

Her Occupation: _____

Student(s) Ag Teacher(s) _____

Circle the project your student is raising: Cattle Swine Sheep Goat Poultry Ag Mech N/A

May we include your family's name and phone number on a list to be given to all families with the same kind of project? Circle: YES NO

FFA Booster Club Dues:

1. Family Membership \$5.00

2. Advertisement Sign \$20.00

- Includes dues for both parents
- A sign with you specific message will be displayed on the pens in the steer, swine, or lamb/goat barn at Gerlach Livestock Show.

Total: \$ _____

If purchasing a sign – please list your specific message here (NO COMPANY NAMES)

_____ I work for a business that could be of help to the Booster Club.

Name of Business: _____

Phone Number: (_____) _____