**Arkansas FFA Association**

**Leadership Conference**

**Official Policies and Procedures**

**Philosophy**

The Arkansas FFA Association is dedicated to organizing experiences that will meet the future needs of students while accomplishing the current purposes of agricultural education.

The primary goal of leadership conferences are to provide an opportunity for members to hone leadership and character development skills that apply to real life situations.

The Arkansas FFA Association assumes the leadership role in developing and continuously improving relevant FFA leadership conferences that are aligned with the curriculum and content taught in the local agricultural education classroom.

**Policies and Procedures**

Arkansas FFA Association will conduct the following leadership conferences for the Arkansas FFA members.

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| **Leadership Conference** | Official Dress Required | Grade Level of Participants | Time of School Year | Conference Facilitated By |
| Greenhand Conference | No | 8th or 9th | Winter | AR FFA State Officers |
| Arkansas Leadership Conference | Banquet Only | 9-12th  | Summer | AR FFA State Officers |
| 360 Leadership Conference | No | 9-12th | Winter | National FFA Staff |
| Chapter Presidents’ Conference | 1 Day only | 10-12th | Summer | AR FFA State Officers and Staff |
| Washington Leadership Conference | 1 Day only | 10-12th | Summer | National FFA Staff |

**Eligibility of Participants**

Each participant must be a current dues paying FFA member in good standing with the local chapter, state FFA association and the National FFA Organization during the school year in which the student participates.

The participant must:

* Be a secondary education (grades 8-12) FFA member during the year in which the participant attends.
* Be enrolled in at least one agricultural education course during the school year in which the participant attends and/or follow a planned course of study. Either course must include a supervised agricultural experience program, the objective of which is preparation for the agricultural career.

**Registration for Conferences**

Registration for all leadership conferences will be submitted on the register.arkansasffa.org website Registration will open for a conference 6 weeks prior to the conference and will close 2 weeks prior (or when conference registration limit has been met). Notice will be sent out at the beginning of the school year by the state staff on all registration windows, as well as when registration opens and prior to registration closing. ABSOLUTELY NO LATE REGISTRATIONS WILL BE ALLOWED FOR ANY CONFERENCE.

Advisors may only register students for a conference from their Chapter.

Chapters will not be charged for up to one opposite sex chaperone if they are bringing students of that sex and is not bringing an FFA Advisor of that sex. Each additional chaperone will be charged the advisor registration price.

Once registration closes the Chapter is responsible for payment of all participants registered.

Substitution of Students:

* If you are replacing a student that is registered they must be of the same gender.

If a Chapter chooses to “sell” a spot they have registered to another chapter, the following policies shall apply:

* The new student must be of the same gender as the registered student that is being replaced.
* All financial transactions will be handled between the two chapters. The chapter originally registered will be responsible for the payment of amount found in the registration system.
* Registered spots will NOT be advertised on List Serve. Schools will be provided a list of Chapters that will be attending the same week as you.
* When purchasing another chapter’s registration spot, please make sure they are attending the same week as you. Purchased registration spots will only be good for the week they were registered for.
* Any materials that are provided by the conference will be given to the original purchasing chapter. Chapter advisors can make arrangements to trade the materials.
* Students will be housed with the original purchasing chapter if beds are not available. Housing will not be rearranged to accommodate.

Under no circumstances will chapters be allowed to bring extra students that are not registered. All students must have been registered prior to the registration deadline or the advisor must have purchased a registration spot PRIOR to their arrival at camp.

**Special Rules**

The following special rules will apply to the specific conferences:

* FFA Advisors are required to attend the following conferences with students unless prior arrangements have been made with the Arkansas FFA State Staff: Greenhand Conference, Arkansas Leadership Conference, 360 Leadership Conference.
* The Arkansas FFA Association will provide chaperones for members at the following conferences, therefore FFA Advisors are NOT required to attend: Chapter Presidents’ Conference, Washington Leadership Conference.
* The Arkansas FFA State Staff will assign housing for all members and advisors for all conferences. Advisors will be notified of chaperones in their students’ rooms. Advisors are responsible for their students while at the conference.
* All participants for Arkansas Leadership Conference, Chapter Presidents’ Conference, 360 Leadership Conference and Greenhand Conference will be housed at camp in air conditioned cabins. Participants MUST bring bedding, towels, toiletries and other personal items.
* Chapter advisors and their chaperones are responsible for the discipline of their students. If a problem occurs they will be notified immediately. The state staff will assist in any way possible if necessary. The Arkansas FFA State Staff reserves the right to have a student removed from the conference or facilities in extreme situations and in some cases they will not be allowed to attend any future conferences.
* If possible, the Arkansas FFA Association will arrange for transportation from Northern Arkansas with designated pick-up locations for the Chapter Presidents’ Conference. This information will be put out in advance of the conference.
* The Arkansas FFA Association will provide transportation for the Washington Leadership Conference that will pick up in Little Rock and West Memphis, travel to Washington, D.C. and then transport students back from Washington, D.C. to West Memphis and Little Rock. The cost of this transportation will be built in to the total cost for the trip.
* The Arkansas FFA Association will provide hotel lodging for students attending the Washington Leadership Conference on the first night en route to Washington, D.C. The cost of this lodging will be built in to the total cost for the trip.
* Members that register for the Arkansas FFA Bus Group for the Washington Leadership Conference are expected to travel with the Arkansas group to Washington, D.C. and back to Arkansas. NO Alternate travel arrangements are allowed for members participating in the bus group.
* In the case of a conference being rescheduled or cancelled by the Arkansas FFA Association, registered chapters will be accommodated with alternate conference choices or refunded their registration.

**Accessibility for All Students**

The Arkansas FFA Association will strive to make any appropriate accommodations at any leadership conference to ensure the equal access to all FFA members. All special needs requests must be submitted two weeks prior to any conference to the Arkansas FFA State Staff responsible for the event.