

# Caddo Mills High School Agriculture Department

SAE/AET Record Book Grading Policy

Agriculture Experience Tracker

[www.theaet.com](http://www.theaet.com)

2019

Your child is about to start a major project for their Agriculture Class. I hope that they choose a fun and exciting project that can keep their interest and help them learn responsibility at the same time. This project is called an SAE project which stands for Supervised Agriculture Experience. There are several different types of projects that your child can complete. Over the first few weeks of school, we will be covering SAE's and their options. We will use Explore SAE to discuss career paths and interests to help them choose an SAE.

Student may pick one or more of the following projects this semester to reach a minimum of 20 hrs:

- ★ Placement - Get a job or internship (job shadow) on a farm or ranch, at an agriculture-based business (e.g. nursery, vet clinic, grocery store, feed store, hardware store, etc.), or in a school or factory laboratory. Your child will also need to keep up with any money spent or earned while working on their project. This can be a paid or unpaid placement.
- ★ Research – This project allows the student to complete an experiment type project relating to agriculture. This is a lot like a science fair project (e.g. Determine whether the phases of the moon affect plant growth, or test and determine the efficacy of different welding methods, etc.). Your child will also need to keep up with any money you spend or earn while working on your project. This project will be judged at our Ag Science Fair and could be selected to advance to the FFA Agri-Science Fair as well.
- ★ Foundational – Students complete an 8 page typed report on any topic relating to agriculture that is of interest to them. (Ex: Explore careers in agriculture by attending an agriculture career fair, shadowing an agriculture job; and reporting, or creating a report or documentary on the work of a veterinarian or other research topic.) This division is used for helping a student reach the SAE requirement for class that cannot invest \$ or just wants to learn more about an agriculture topic. NO \$ is involved only learning! For other Exploratory ideas talk to your ag teacher.
- ★ Entrepreneurship– Own and operate an agricultural business (e.g. a lawn care service, beef cattle show project, a garden, holiday poinsettia production and sales, etc.) This project allows students to complete a hands-on, work related project that pertains to agriculture. Your child will also need to keep up with any money spent/earned and time while working on their project. \$ is involved in this category.

After selecting a project, students will keep a record of all work that is done on the project in the record book journals provided (online). We will grade the following:

- Manage your personal profile to 100% \*I said 69% was okay in class but believe they will have a more professional record book if they go ahead and add requested information to make their profiles 100% complete.
- Record your Ag class schedule
- Manage your resume information including your objective
- Enter FFA Office/Committee-including some journal w/ activities, if applicable
- Set up your SAE under Experience Manager
- Completely create SAE plans→ pencil under Experience Manager (all 5 tabs)
- Finances → Market Manager → Buy New Animal (if applicable)
- Journals &/or finances recorded for the SAE
- Course journals input on Fridays for the week.

Every two weeks a daily grade will be given for accuracy and that records are up to date.

The record book will be graded every two weeks for a daily grade and at the end of each grading period as your grading period exams.

The complete Record Book with resume', activities, journals and SAEs completed will count as your fourth grading period exam.

It is the student's responsibility to keep an accurate record of journals/expenses/incomes current. Students will have the opportunity to update record books in class, but will need to complete the actual SAE project outside of class as "homework". Students may use a laptop, computer, ipad or the mobile version at [www.m.theaet.com](http://www.m.theaet.com) to record data.

The following will be required:

**Time in your Community Service Activities:**

- Minimum of 2 hours of service to be recognized at the banquet but not mandatory for the class (not benefiting the FFA Chapter financially) (Adopt a Highway, volunteer work, tutoring, etc.) This needs to be written with a verb (Stuffed Easter bags for sick children at Children's Hospital, I organized can food items for the city food bank, I volunteered to teach sheep shearing at ag adventure day on Saturday)

Depending on the SAE you choose:

**Finances (your invested money if any):**

SAE Cash Entries -All \$ recorded for your SAE if it has expenses and incomes.

- Placement SAE - paychecks and time recorded in journal. Student must have an average of 5 hours per week or more to reach 20 hours/semester of combined SAE hours.
- Research SAE - time and \$ invested recorded in journal. Student must have an average of 1 hour per week during the timeline described in the plan. Multiple SAEs may be done to reach the min requirement of 20 hours/semester of combined SAE hours.
- Foundational SAE - will only have time invested - NO \$. Student must have 3 hours per week during the timeline in SAE plan. Multiple SAEs may be done to reach the min requirement of 20 hours/semester of combined SAE hours.
- Entrepreneurship SAE - \$ invested recorded in journals of time and finances to reach 20 hours/semester of combined SAE hours.

For animals, you must have recorded:

Expenses

- Feed expenses, ex. 200 lbs, finisher not 4 bags of feed
- De-wormer expenses (monthly for each animal except cattle herds may differ)
- Hay expenses (some will not require hay)
- Stall bedding expenses (hay/straw)
- Pen rent (\$50/feeding period or year, may be in labor exchange under Non-Cash)
- At least one supply per month purchased (other, feed, brush, comb, halter, etc.)
- Any other expenses incurred can be recorded weekly or monthly: Entry fees for shows, vet bills, etc.

Income- when sold, premiums won at shows, etc. Also show in journal.

If you won a calf scramble it goes under Finances/Non-SAE Non-Cash Entries/other/memo enter HLSR calf scramble.

You can research SAEs on [www.ExporeSAE.com](http://www.ExporeSAE.com)

FFA Members that are interested in applying for FFA awards and degrees will be able to stay after school on set days for help with the additional record book requirements for the awards and degrees you are pursuing. Main example is the Lone Star FFA degree awarded at the state level. Deadline to have record books completed to be eligible for the degree check process is April 18, 2019, end of the school day. Cut off for entries in the book for the purpose of Lone Star degrees is April 1<sup>st</sup> which is a Texas FFA deadline.

Caddo Mills High School  
Agri-Science Department  
Course Grades for SAE's/AET

Every student has access and will know their log-in information. Chromebooks will be made available a minimum of once every two weeks for journal entries to be done in class.

Parents may also view online at <http://www.THEAET.com> ask your child for their personal log in information

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THE AET system will be maintained online unless a printed version is requested.

A printed version of THE AET record book can be found at TEACHER HELP at <http://learn.theaet.com/default.aspx?ID=25114>

If the online version is not used the student must include the following with The AET paper record book:

- A 10 Key calculator tape must be used with matching tapes/page
- Each journal with financial or numerical set of numbers must be shown on the calculator tape with a \* on the top and all numbers then showing the total of the column shown. (Market Steer expenses, income, etc)
- Staple each tab on the corresponding page and identify every column
- A complete resume'
- List of activities

I have read and understand the above requirements in this document for the SAE and AET and that my child/I the student must complete:

This final semester grade shall be completed 100% to receive full credit. Partial credit will not be given

- 20 hours in SAE's for the semester journaled (with a max of 5 hours in one entry/week) Multiple SAEs may be required
- 50 hours in class hours for the semester journaled (with a max of 5 hours in one entry/week)

The Complete Record Book which is a combination of SAE, class journals, resume, objective, plans, documentation, and profile information will count as the exam for the fourth grading period in this class with 70 hours semester of combined hours. (Classroom plus SAE hours)

I understand that failure to complete this project and enter it online will make it difficult to pass the class. Furthermore, I understand that record books cannot be turned in late.

Parent's signature \_\_\_\_\_ Date \_\_\_\_\_

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

Please e-mail me with any questions you have.

Kind regards,

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