

SAE REQUIREMENTS

The Supervised Agricultural Experience (SAE) project is required by all students in grades 10-12. To receive a passing grade, students must meet the following criteria:

1. The student shall obtain no less than 200 hours per year (June-June).
2. The student shall show progress of no less than 150 hours in Semester 1 (Summer/MP 1/MP 2) and 50 hours in Semester 2 (MP 3/MP 4). Even if the student has accumulated 200 hours prior to the 2nd semester, 50 hours are still required to be completed in Semester 2.
3. Hours may not count until approval for the SAE project is granted. Paperwork must be picked up in the ag office & completely filled out, returned, and approved prior to the student beginning work at the site/on the project.
4. The student shall submit the required updated records **and** hour log signature form each semester BY THE INDICATED DEADLINE OR STUDENT SHALL RECEIVE A GRADE OF "F" (Students conducting entrepreneurship and/or research SAE projects shall obtain signatures from a parent/guardian. FFA hours must be signed by an FFA advisor present at the activity. Other approved hours shall be signed by the teacher in charge of the activity.) The items submitted on this deadline will be given a final grade the day of the deadline – there will be NO corrections or additions to any records, or extensions on submission of signature forms, past the day of the deadline.
5. Deadlines for submission of records and hour log signature form will be given for each semester on the 1st day of school and will be available on the Ag Ed page of the school website. These deadlines will not change for any reason during the year.
6. There will be no waivers for SAE hours, unless a 504 plan requires this accommodation. If a student does not meet the minimum hour requirement for the semester, the grade will be "F". If a student fails one semester due to insufficient number of hours and does not make up the hours to total 200 hours from June-June of that year, the student will be removed from the Agriculture Program. In addition to verifying progress on hours at the SAE visit each semester, teachers will have a check-in day each marking period to confirm students are making progress on the total hours required, however, it is the student's responsibility to schedule and achieve the required number of hours.
7. Students are required to participate in 2 SAE visits per year, one of which will be a summer visit and the other in marking period 3 or 4, per schedule of the visiting teacher. Each visit will include an agriculture teacher, SAE supervisor, and the student in attendance. It is the student's responsibility to ensure that all parties

are present for the visit and that the SAE records are present for reviewing at the time of the visit. If the student and/or SAE supervisor cannot attend the scheduled visit, IT IS THE STUDENT'S RESPONSIBILITY TO CONTACT THE AGRICULTURE TEACHER to reschedule. FAILURE TO HAVE THE SCHEDULED VISIT WILL RESULT IN THE STUDENT RECEIVING A GRADE OF "F" FOR THAT SEMESTER. If a teacher arrives to a scheduled visit and the student and/or supervisor is not present, this will result in a grade of "F" for that semester.

8. Students MUST check their school e-mail to schedule and communicate about SAE visits in advance. If an emergency arises the day of the visit and it cannot be conducted, the student must contact the teacher via phone call.
9. The supervisor present at the SAE visit must be the same individual who signed the student's SAE paperwork as the indicated supervisor.
10. The student will meet target goals and skills while working in the SAE project. These will be agreed upon during the approval process as well as updated each SAE visit. If the student is failing to achieve indicated goals and acquire the targeted skills, the SAE will no longer be approved and the student will be required to gain approval for a different SAE project which will allow the attainment of goals and skills.
11. SAE approvals expired on September 30th each year. Approval paperwork and goals/skills will be updated and signed again during the summer site visit.
12. Students who receive a grade of "F" for more than one semester per year and/or who do not accumulate 200 hours June-June will be removed from the Agriculture Program.