

# Virginia FFA State Convention



## Teacher Orientation Guide

Written by Laurel Bishop,  
Director of the Courtesy Corps and Advisor

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## Behavior and Conduct

All students are expected to abide by the National FFA Code of Conduct, Code of Ethics, and uphold the Value Statements at all times. This document can be found [here](#).

- This includes their behavior and conduct in the dorms, around campus, and during sessions.
- Please remind students to be mindful of their language because they reflect on themselves, their chapter, and the organization as a whole. This includes both the words they use and the topics they choose to discuss.
- Students should avoid playing on the elevators in all campus buildings (riding up and down, pressing all keys, etc.).
- Review what your students bring before you leave for the trip. Please leave pocket knives, televisions, squirt guns, etc. at home or at school.
- It is the responsibility of each and every advisor to hold our students accountable. Don't be afraid to address student behavior, even if they aren't your student!

## Career Expo & Dance

The Career Expo is organized by the FFA Foundation. This event is free to all members. It is a wonderful opportunity for our members to engage with various agricultural companies and businesses to discuss scholarship opportunities, internships, job possibilities, and much more. Please encourage students to act professionally during their interactions with our business guests. Students are expected to wear Official Dress.

The Dance is held after the Wednesday Night Session in Squires Student Center. The event is not mandatory for students or teachers, but we do need adults to show up to supervise the students. It is expected that advisors supervising the dance are actively monitoring student behavior in the ballroom.

## CDE/LDEs

Here are some of the basic expectations as they relate to our CDE and LDE opportunities. Please keep in mind that these are general guidelines and NOT individual event guidelines. Refer to the CDE/LDE section of the Virginia FFA website for contest-specific information. <https://www.vaffa.org/cde-lde>

1. Students should arrive with their scantrons, pencils, clipboards (clear or at least, free of markings), and calculators if required. It is very rare that extra items will be available at the contest if they are forgotten.
2. Students should not have their cell phones on during the competition for any reason. This includes smart watches.
3. Students may NOT win a State-level CDE/LDE multiple times, nor can they win multiple CDEs/LDEs within the same year. They may only represent Virginia in one CDE/LDE at the National Convention. This will typically be whichever contest they win first during the State Convention or the program year.
4. Ensure that your students know their chapter number and how to fill out their scantron. If needed, have them do it together or do it for them before they report to the contest.

Write Chapter Name in the blank box. Bubble your Chapter Number in the Team # Section, along with State, Last Name, and First Name. Individual contestant number should go in the Code Section.

Universal Form C #705C-1

Incorrect Marks Correct Mark

Team Name / Additional Info

Team # State LastName FirstName

Placing Classes

Mark one answer in each column!

Chapter #, State, Last Name, First Name

Chapter Name

Individual Contestant Number

Keep/Cull 1, 2, 3, 4

Judge 1, 2, 3, 4

Exam 1, Exam 2, Exam 3

1 A B C D E 26 A B C D E 1 A B C D E 1 A B C D E

2 A B C D E 27 A B C D E 2 A B C D E 2 A B C D E

3 A B C D E 28 A B C D E 3 A B C D E 3 A B C D E

4 A B C D E 29 A B C D E 4 A B C D E 4 A B C D E

5 A B C D E 30 A B C D E 5 A B C D E 5 A B C D E

6 A B C D E 31 A B C D E 6 A B C D E 6 A B C D E

7 A B C D E 32 A B C D E 7 A B C D E 7 A B C D E

8 A B C D E 33 A B C D E 8 A B C D E 8 A B C D E

9 A B C D E 34 A B C D E 9 A B C D E 9 A B C D E

10 A B C D E 35 A B C D E 10 A B C D E 10 A B C D E

11 A B C D E 36 A B C D E 11 A B C D E 11 A B C D E

12 A B C D E 37 A B C D E 12 A B C D E 12 A B C D E

13 A B C D E 38 A B C D E 13 A B C D E 13 A B C D E

14 A B C D E 39 A B C D E 14 A B C D E 14 A B C D E

15 A B C D E 40 A B C D E 15 A B C D E 15 A B C D E

16 A B C D E 41 A B C D E 16 A B C D E 16 A B C D E

17 A B C D E 42 A B C D E 17 A B C D E 17 A B C D E

18 A B C D E 43 A B C D E 18 A B C D E 18 A B C D E

19 A B C D E 44 A B C D E 19 A B C D E 19 A B C D E

20 A B C D E 20 A B C D E 20 A B C D E 20 A B C D E

21 A B C D E 21 A B C D E 21 A B C D E 21 A B C D E

22 A B C D E 22 A B C D E 22 A B C D E 22 A B C D E

23 A B C D E 48 A B C D E 23 A B C D E 23 A B C D E

24 A B C D E 49 A B C D E 24 A B C D E 24 A B C D E

1 / 2 75% Fit



## Dining Hall

Please be mindful of our assigned times in the Dining Hall. We are sometimes scheduled at “off” times to allow for all of our students to get through the lines, and for the staff to accommodate the other groups on campus.

Remind your students to clean up after themselves. When they finish eating, encourage them to leave the dining hall so that there is seating available for others.

## Dorm Expectations

For chapters staying on campus, the following apply specifically to the dorms.

- Do not open screens in windows. This is a safety concern and often results in a fine.
- Complete a pre-check of the rooms to look for obvious broken items. They need to be reported to avoid being fined.
- Trash must be emptied in the dumpsters. Do not put room or food trash in the bathroom waste receptacles.
- Do not slam doors.
- Students should be in their rooms at Lights Out. While your students might not have to be up early for a contest or an event, it is likely that someone below them or beside them does.
- Students will use shared bathrooms. They should bring shower shoes, bath towels, wash clothes, etc.
- Have students write down the phone number for conference services in the event that they get locked out of their room.
- Encourage students to take a picture of their room key/meal card. If they are lost, this helps them get back to the correct person.

## Dress Code

For casual attire, please remind students to dress appropriately.

- Remind them that their t-shirts should not reference anything that would be inappropriate (ex. tobacco or alcohol).
- Pajamas and loungewear should be limited to the dorms, and not worn outside.
- Shorts/dresses and shirts should not be overly revealing.

Advisors are expected to dress appropriately and professionally.

- During sessions, advisors should be in a shirt/tie and dress slacks, slacks and blouse, or dress.
- Even during “down time” teachers should maintain a level of appropriate dress and set themselves apart from their students.

## Official Dress

For contests that require Official Dress, as well as sessions , please ensure that your students are in CORRECT Official Dress. Official Dress standards can be found on [www.ffa.org](http://www.ffa.org).

- Please pay particular attention to skirt length for girls.
- Leggings and yoga pants are NOT official dress. Black slacks or dress pants are appropriate.
- Shoe choice is also an issue. Hey Dudes and Crocs are NOT official dress. While these may be worn for walking across campus, they should not be worn into a contest, in session, or on stage.
- Hats are not a part of Official Dress and members should refrain from wearing their hats when wearing OD.
- This is also important for students who will be on stage. It reflects on each and every one of us.

## Sessions

Each year, one of the biggest pieces of feedback we receive is the conduct of members (and sometimes advisors) during sessions. While sessions can be long at times, it is important for us as adults to model the behavior we expect from our students.

- Make every effort to engage in the sessions and not be on cell phones during sessions.
- It is typically hot in Burruss so a small fan can be helpful, along with water bottles.
- Please encourage students to not talk excessively during sessions.
- As a general rule of conduct, students should not get up when someone is speaking. Please limit movement to transition periods.
- Members should refrain from adding words or phrases during Opening Session (Ex. chanting corn, corn, corn during the Secretary's part).

## Teacher Assignments

For the Convention to run efficiently, all teachers have an assignment during the event. Teachers are assigned to a particular CDE/LDE to supervise students and assist with contest administration. **It is imperative that each teacher report to their assigned contest!** It truly takes each and every teacher in attendance to pull off these events. In the end, when teachers don't follow through with their assignments, students inevitably suffer.

All adults are expected to provide supervision in dorms and anywhere your members are present. Please look out for the health and safety of all our members and let the adults with that school know of any situation you might encounter.

## Teacher Expectations

As an Advisor, our students look to us for guidance and expectations. Even students who are not from our own chapter watch and observe how we conduct ourselves. At the end of the day, our students will only do what we accept and/or allow them to do. If we accept poor behavior, that will be what continues. All Advisors should always strive to conduct themselves with professionalism and integrity.

This includes:

- Following convention rules.
- Enforcing rules and monitoring student conduct.
- Showing up to your convention duty and performing your tasks.
- Modeling appropriate language, behavior, and dress.
- Good sportsmanship.
- Being respectful of the State Officer Nominating and Tabulating committees and processes.
- Being mindful of your interactions with other advisors, as well as students.
- The BAND App (or similar) will be used for communication. Please refrain from putting inappropriate information in the thread.

## Workshops

Visiting State Officers (and occasionally the National Officer) will conduct workshops during the State Convention. Please consider encouraging or requiring your students to attend at least one workshop during the convention. These individuals are spending time preparing the information and materials and sometimes attendance is very poor in these workshops.