

South Dakota FFA Association

Constitution and Bylaws

(Revised October 2020)

DISCLAIMER: The South Dakota FFA Association is a resource and support organization that does not select or control district affiliate, local chapter or individual member activities except as expressly provided for in the South Dakota FFA Association Constitution, Bylaws and Policy Manual.

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South Dakota FFA Association Constitution

ARTICLE I. NAME AND PURPOSES

SECTION A. The name of this organization shall be "The South Dakota FFA Association." Members are hereinafter referred to as "FFA members." The letters "FFA and the term Future Farmers of America" may be officially used to designate the organization, its units, or members thereof.

SECTION B. The objects and purposes of the Association shall be:

1. To create, foster, and assist subsidiary chapters, composed of students and former students of Agricultural Education in schools qualifying under any of the National Vocational Education Acts (Public Law 347, 64th Congress; Public Law 586, 79th Congress; Public Law 88-210, 88th Congress; and Public Law 105-25, 105th Congress). The purposes of the association are set forth in Section 70902 of the national organization's Charter, Public Law 105-225;
2. To develop character, train for useful citizenship, and foster patriotism, and thereby to develop competent, aggressive agricultural leadership;
3. To create and nurture a love of country life by encouraging members to improve the home and its surroundings, to develop organized recreational activities, and to create more interest in the intelligent choice of agricultural occupations;
4. To encourage the practice of thrift;
5. To publish an official newsletter and other publications for the members of the organization;
6. To strengthen the confidence of students of Agricultural Education in themselves and their work, to encourage such members in the development of individual occupational experience in agriculture, and to promote their permanent establishment in such vocations by: (a) encouraging improvement in scholarship; (b) providing awards to deserving students who have achieved distinction in Agricultural Education on a local, state, or national level, and (c) assisting deserving students financially, through loans or grants in becoming satisfactorily established in agricultural occupations;
7. To cooperate with others, including local boards of education in accomplishing the above purposes; and to engage in other activities, consistent with the foregoing purposes, determined by the governing body to be for the best interests of the organization.

ARTICLE II. ORGANIZATION

SECTION A. The South Dakota FFA Association is the state organization of, by, and for students of Agricultural Education. It shall consist of chartered local chapters. More than one chapter may be chartered in a school when deemed appropriate by the State Executive Committee.

SECTION B. Active chapters of the FFA for students enrolled in secondary school programs shall be chartered only in such schools where recognized systematic

instruction in Agricultural Education is offered under the provisions of the National Vocational Education Acts.

SECTION C. Collegiate chapters may be established in two or four-year institutions where agriculture courses are taught. Membership shall be opened to students enrolled in agricultural courses, or who are pursuing career objectives in the industry of agriculture.

1. Each collegiate chapter shall be chartered by and maintained under the authority of the State Association.
2. Activities for FFA collegiate chapter members shall be based upon the needs and interests of its members.
3. Collegiate chapter members shall pay State and National FFA dues.

SECTION D. Members of local chapters shall meet, organize, and adopt as their own, a local constitution not in conflict with the State or National constitution, elect officers, set up a program of activities, and then apply to the State Advisor for a State Charter. After this application has been approved by the State Advisor, the members of the local chapter may then be known as "FFA members."

ARTICLE III. PROCEDURE OF DETERMINING STANDING OF CHAPTERS & MEMBERS

SECTION A. A local FFA chapter shall be considered to be in good standing with the State FFA Association when the following general conditions are met:

1. All current annual State and National dues have been paid by the date set by the governing body. All FFA Chapters that have not paid their dues by October 1st will be issued a warning letter from the state office. If the FFA Chapter still has not paid all of their dues by December 1st, except for 2nd semester students, then the chapter and its members will be banned from any state FFA activities or programs until the following October 1.
2. All reports have been submitted as required by the State Association.
3. No provisions of a chapter constitution are in conflict with the State and National FFA Constitution or P.L. 740. Activities are in harmony with the ideals and purposes of the National Organization.
4. The governing body of the State Association shall have the power to suspend local charters upon receipt of evidence of infringement on the provisions of the State or the National Constitutions. A report on all suspensions shall be presented to the next succeeding State convention.
5. In case any local chapter is not in good standing with a State Association at the time of the opening of the State Convention, the delegates in State Convention shall have the power, upon recommendation of the State governing body, to withdraw the charter and refuse such chapter official representation at the State Convention. When such action is taken, the chapter in question and members thereof shall be denied the regular privileges of the State Association. Upon meeting the requirements for good standing, a chapter may be reinstated by action of the State governing body, no earlier than 10 days after the closing date of the State Convention during which it was not in good standing.

6. In case a local department of Agricultural Education in which a chartered chapter FFA is located is discontinued, the chapter so involved may be permitted to operate officially for a period not to exceed 36 months from date of the discontinuance of the department, providing proper supervision and guidance can be given to the chapter work by a person having the approval of the local school administrator and the State advisor. Local chapter charters must be surrendered to the State advisor at the end of the 36 month period if a local department of Agricultural Education is not again in operation in the school at that time.

SECTION B. An active member shall be considered in good standing when:

1. They attend local chapter meetings while enrolled in the school where the local chapter is established.
2. They show interest in, and take part in, the affairs of the chapter.
3. They pay their dues regularly and conduct themselves in a manner becoming to a member of the organization.

ARTICLE IV. MEMBERSHIP

SECTION A. Membership in this organization shall be of four kinds:

- (1) Active; (2) Alumni; (3) Collegiate; (4) Honorary;

SECTION B. Active membership: Any student who is regularly enrolled in Agricultural Education is entitled to become an active member of any chartered FFA chapter upon receiving a majority vote of the chapter membership at any local chapter meeting. 7th and 8th grade students enrolled in a state approved agricultural course may become FFA members. To retain membership during high school, the member must be enrolled in and attend an Agricultural Education class for a minimum of one semester during each school year or have completed all the Agricultural Education offered in the school and follow a planned course of study for an agricultural occupation, which includes a supervised agricultural experience program/internship, the objective of which is establishment in an agricultural occupation. A member may retain active membership until November 30, following the fourth National FFA Convention after graduation from high school.

A member who is in good standing at the time they are inducted into the armed forces of the United States of America shall be in good standing during the period of their induction without further payment of dues or attendance at meetings. Time spent in the armed forces shall not be considered as elapsed time in determining the maximum period of four convention following graduation from high school or leaving high school. Members making use of this waiver of service time for the purpose of maintaining active membership for application for advanced degrees, must resume active participation within six months after having been honorably discharged from service, indicating such a desire by payment of dues and attendance at meetings. Members participating in the six-months' Armed Service Program shall be eligible for one full year of extended membership. No individual, however, may retain their active membership beyond their 23rd birthday.

SECTION C. Alumni Membership: Membership shall be open to former active FFA and NFA members, collegiate or honorary FFA and NFA members, present or former professional agricultural educators, parents of FFA members, and others interested in supporting the FFA.

SECTION D. Collegiate Membership: Collegiate membership may include students enrolled in agricultural courses and former active members of chartered local chapters who are enrolled in a two or four-year institution having a collegiate chapter.

SECTION E. Honorary Membership: Farmers, school superintendents, principals members of boards of education, chapter advisors, teachers, staff members in agricultural education, businessmen, and others who are helping to advance Agricultural Education and the FFA, and who have rendered outstanding service may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention.

Honorary membership shall be limited to the Honorary Chapter FFA Degree in the local chapter, Honorary State FFA Degree in the State Association, and the Honorary American FFA Degree in the National Organization.

ARTICLE V. ACTIVE MEMBERSHIP DEGREES AND PRIVILEGES

SECTION A. Refer to the National FFA Constitution for Discovery, Greenhand, Chapter and American Degree requirements.

SECTION B. State FFA Degree. On meeting the following minimum qualifications, the State FFA Degree may be conferred by the State Association:

1. Have received the Chapter FFA Degree and have been an active FFA member for at least two years (24 months) at the time of receiving the degree
2. While in high school, must have completed 2 years of instruction in Agriculture, Food and Natural Resources education; if out of high school, must have completed the equivalent of two full years of systematic secondary school instruction (360 hours) in addition to a supervised agricultural experience program.
3. Have earned and productively invested at least \$1000 or worked at least 300 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program.
4. Demonstrate leadership ability by:
 - a. Performing ten parliamentary procedure activities.
 - b. Giving a six-minute speech.
 - c. Serving as an officer and/or committee chairman, or a participating member of a major committee.
5. Have a satisfactory scholastic record, certified by the local superintendent or principal.
6. Participate in the planning and completion of chapter Program of Activities.
7. Participate in five FFA activities above the chapter level.
8. Meet other requirements as established by the State Association.

9. Must have participated in an outstanding way in activities for community improvement and the development of agriculture.
10. Have participated in at least 25 hours of community service, within at least two different community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.

The State Association shall be entitled to elect at least ten qualified individuals annually. Written records of achievement, verified by the local advisor, shall be submitted to the State advisor by the local chapter's governing body on the date set by the State advisor prior to the State Convention. The State advisor will then review the records, and submit recommendations to the governing body of the State Association. This body will nominate at the regular State Convention the candidates who have been found most worthy to receive this honor. The State FFA Degree will then be awarded to the candidates upon approval by the delegates.

ARTICLE VI. PROCEDURE FOR CHOOSING CANDIDATES FOR THE STATE FFA DEGREE

SECTION A. Each chapter may submit as many candidates as meet the requirements for the State FFA Degree.

SECTION B. Election to the State FFA Degree shall be from the candidates at large.

SECTION C. Applications for the State FFA Degree shall be forwarded to the State Advisor on or before the date set by the State advisor prior to the meeting of the State Convention of the FFA.

SECTION D. Applications should be submitted on regulation forms prepared and distributed by the State Advisor.

SECTION E. A Star Farmer, Star in Agri Business, Star in Placement and Star in Agri Science will be designated from the state degree recipients.

ARTICLE VII. EMBLEM

SECTION A. The emblem of the FFA shall be made up of five symbols, namely: (1) the plow, representing tillage of the soil, the basis of modern agriculture; (2) the owl, representing wisdom; (3) the rising sun, representing progress; (4) a cross-section of an ear of corn, representing common agricultural interests, since corn is native to America and is grown in every state; and (5) an American Eagle surmounting the cross-section of the ear of corn, indicating the national scope of the organization. The emblem shall also carry the three letters, FFA, and the words, "Agricultural Education."

SECTION B. Emblems shall be uniform in all State associations and recognized units thereof. All members are entitled to wear the emblem.

SECTION C. Those who hold the "Greenhand FFA Degree" are entitled to wear the regulation bronze emblem pin; "Chapter FFA Degree" holders are entitled to wear the regulation silver emblem pin; "State FFA Degree" holders are entitled to wear the regulation gold emblem charm; and "American FFA Degree" holders are entitled to wear the regulation gold emblem key.

SECTION D. "Honorary Chapter FFA Degree" holders are entitled to wear either the regulation silver emblem degree pin or a similar pin in gold; "Honorary American FFA Degree" holders are entitled to wear the regulation gold emblem key.

SECTION E. Collegiate chapter members and advisors are entitled to wear an owl pin of official design.

ARTICLE VIII. OFFICERS

SECTION A. The officers of the State Association shall consist of a President, Vice President, Secretary, Treasurer, Reporter, and Sentinel. The State Supervisor of Agricultural Education shall be the State Advisor. An Executive Secretary, an Executive Treasurer, an Executive Secretary-Treasurer, and/or an Assistant Advisor from the State Professional Staff may also be named, where necessary, by the State Advisor, subject to the approval of the governing body provided for in the State constitution. A State Executive Committee may be named if desirable. All student officers shall be elected annually by a majority vote of the delegates present at a regular State convention of the FFA.

SECTION B. Chapter officers shall consist of a President, Vice President, Secretary, Treasurer, Reporter, and Sentinel. The local teacher of Agricultural Education shall be the local advisor. Chapter officers of the local chapter shall be elected annually or semi-annually at a regular meeting of the local chapter.

SECTION C. All State Officers shall have attained the State FFA Degree and shall be in high school or one year out of high school at the time of the election. Officers in the local chapter must not rank lower than the Chapter FFA Degree after the chapter has been established in any given school for one year.

ARTICLE IX. DUTIES OF STATE OFFICERS

SECTION A. The President. It shall be the duty of the President to preside over all meetings of the State Convention of the FFA and over meetings of the Student Officers. The President shall call a state convention each year on such date and at such place as shall be fixed by a majority vote of the Executive Committee. The President shall appoint all committees and may serve as an ex-officio member of these committees.

SECTION B. Vice President. The Vice President shall assume all the duties of the President in the event that the office of President becomes vacant by resignation or otherwise. The Vice President shall preside over all meetings in the absence of the President. In addition, the Vice President shall be responsible for coordinating activities involving District Officers.

SECTION C. Secretary. The Secretary shall perform the duties common to such an office, such as keeping an accurate record of the meetings of the State Convention and of the meetings of the State Executive Committee, one copy of which shall be given to the State Advisor. The Secretary shall perform such other duties as directed by the President or by the State Executive Committee.

SECTION D. Treasurer. The Treasurer shall keep informed as to the status of the funds of the State Association and shall make a financial report at the State Convention. The State Advisor is designated as the custodian of the funds of the State Association.

SECTION E. Reporter. The Reporter shall handle all publicity and advertising, keep records of membership for publicity purposes and report to the Executive Committee on work done each year.

SECTION F. Sentinel. The Sentinel shall care for the chapter equipment and paraphernalia and see that the meeting room is in order before the meeting is opened. The Sentinel shall keep the room comfortable and assist the President in maintaining order.

SECTION G. State Advisor. The State Advisor is an ex-officio member of all committees. Other duties include advising the Board of Directors, delegates and committees on matters of policy and to assist the State officers in conducting meetings and carrying out programs. The State Advisor reviews all applications for the State FFA Degree as submitted by chapters, submitting them in turn to the State Board of Directors with appropriate recommendations.

SECTION H. District Advisors. The District Advisors shall assist the State Advisor and shall be members of the State Board of Directors.

SECTION I. Executive Secretary. The Executive Secretary's duties are:

1. To assure and provide opportunities for student leadership development in agricultural education and FFA.
 - a. Assist in the coordination and planning of the activities of State FFA Officers.
 - b. Provide leadership in the development of appropriate FFA activities for local chapters, the district and State Association.

ARTICLE X. PROCEDURE FOR ELECTING STATE OFFICERS

SECTION A. State officers shall be elected by the delegates at the State Convention. The election of officers shall require a majority vote of the delegates present, each chapter being entitled to two votes.

SECTION B. State officers shall be elected to serve from one State Convention through the next succeeding State Convention and shall not be re-elected. If, in case of extreme emergency, a State convention is not held in any given year, the officers already serving shall continue to hold office through the next State Convention. The Executive

Committee shall have the power to appoint temporary officers to fill any offices declared vacant between State Conventions.

SECTION C. The Official State FFA Nominating Committee consisting of seven members appointed by the State FFA Advisor and Executive Secretary:

1. Four past State FFA Officers. These four individuals will be: a past state officer who was in office no less than 20 years prior to the current year, a past state officer who was in office no less than 15 years prior to the current year, a past state officer who was in office no less than 10 years prior to the current year, and a past state officer who was in office no less than 5 years prior to the current year.
2. The current South Dakota State FFA Advisor or their designee.
3. The current President of the South Dakota Association of Agriculture Educators or their designee.
4. A current SD FFA lifetime alumni member or a current alumni member with at least three years of alumni membership.
5. The committee shall select the chairman, whose responsibility it shall be to report its nominations to the delegate body of the State Convention when called for by the State FFA President.

ARTICLE XI. MEETINGS AND CONVENTIONS

SECTION A. A State Convention of FFA shall be held annually, except in case of an extreme emergency declared by the State Executive Committee. The time and place of meeting shall be determined by the State Executive Committee but shall be prior to the National Convention. Fifty-one percent of the delegates from at least 51% of the chapters shall constitute a quorum.

SECTION B. Each local chapter shall be entitled to two delegates in the State Convention, who shall represent the local chapter in the transaction of official business in the State organization and in the election of officers for the ensuing year.

SECTION C. Local chapters shall hold their meetings monthly or more often throughout the calendar year and at a time and place to be determined by the governing body of the local chapter.

ARTICLE XII. COMMITTEES

SECTION A. The State President of the FFA shall appoint three regular committees annually: the State FFA Ambassador Selection Committee, Auditing Committee and Program of Activities Committee for the year following the state convention. Other committees may be appointed as necessary.

1. The State FFA Ambassador Selection Committee shall select two current FFA members who have graduated high school. Ambassadors shall be elected to serve from one State Convention through the next succeeding State Convention and shall not be re-elected. If, in case of extreme emergency, a State convention is not held in any given year, the Ambassadors already serving shall continue to hold office through the next State Convention. The Executive Committee shall have the power to appoint temporary officers to fill any offices declared vacant

- between State Conventions. This committee shall consist of five people: any combination of past state officers and past state ambassadors.
2. The Auditing Committee shall examine the books of the Treasurer. This committee shall consist of nine people: State Treasurer, one District Advisor, and one current high school FFA member from each of the seven SD FFA districts.
 3. The Program of Activities Committee shall review the State's Program of Activities and recommend changes to the Executive Committee during its annual meeting. This committee shall consist of nine people: one state officer, one District Advisor, and one current high school FFA member from each of the seven SD FFA districts.
 4. The Constitution, Bylaws and Policy Committee shall review the State FFA Constitution, Bylaws, and Policy Manual and recommend to the delegate body changes which may be considered by the State Executive Committee and State Association. This committee shall consist of nine people: State Treasurer, one District Advisor, and one current high school FFA member from each of the seven SD FFA districts.
 5. Special Committees: Other committees may be appointed as necessary by the President.

ARTICLE XIII. GOVERNING BODY

SECTION A. The State Board of Directors shall be the governing body of the South Dakota FFA Association and shall consist of an Ag teacher representative from each FFA district, to be selected by the district, FFA Alumni representative that is a member of the National FFA Alumni organization, two business and industry representatives, one from east river and one from west river, two post-secondary education representatives from either a Board of Regents school or a state Technical College. Ex-officio members will be: SDAAE Committee Chairs (CDE, Awards and Applications, Agriscience), FFA Foundation representative, State FFA Staff, current SD FFA President.

A chairperson shall be elected from the voting members of the board and the State Executive Secretary will serve as the board secretary.

Student board will be made up of six current state officers and two (2) elected representatives from each of the seven (7) FFA districts. Students will be selected to serve on the board by their district in a manner that is determined by the district's FFA advisors. An application will be made available for use by the districts. Elected students need to be in place prior to the Fall board meeting of their junior year. Student board members will be expected to serve two years on the board of directors.

The student board will meet prior to the adult board with the same agenda. Student board members are also allowed to bring resolutions to their board meeting for consideration and to pass along to the adult board. The current SD FFA President will serve as liaison for the adult board and bring the report and student resolutions for consideration to the adult board. When the student board makes a recommendation a 2/3 vote from the adult board will be required to overturn it.

An Executive Committee shall be formed from within the Board of Directors. The Executive Committee will consist of the State FFA Executive Secretary, State Advisor,

the district representatives and the board chairman (if that person is not a district representative).

ARTICLE XIV. DUES

SECTION A. Annual membership dues in the State Association shall be fixed by the State Executive Committee subject to approval by a majority vote of the delegates present at the State Convention. The FFA year for the payment of dues shall be September 1 to August 31.

SECTION B. The dues of any chapter shall be fixed by a majority vote of the membership of that chapter.

ARTICLE XV. AMENDMENTS

SECTION A. Amendments to the State constitution must be submitted in writing by local chapters or the Executive Committee at least one month before the State Convention. Amendments may be adopted by a 2/3 vote of the delegates present, providing they represent a quorum.

SECTION B. In order to secure flexibility, bylaws may be adopted to fit the needs of the State Association, providing they are not in conflict with the State constitution.

ARTICLE XVI. PARLIAMENTARY AUTHORITY

SECTION A. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the SD FFA Association in all cases to which they are applicable and in which they are not inconsistent with this constitution and bylaws, any special rules of order the SD FFA Association may adopt and any statutes applicable to this organization that do not authorize the provisions of this constitution and bylaws to take precedence.

ARTICLE I. Disclaimer

SECTION A. All provisions of these Bylaws shall be considered a part of the Constitution of the FFA.

ARTICLE II. LOCATION OF PRINCIPAL OFFICE

SECTION A. The principal office of the State FFA Association shall be in the Agricultural Education Office of the Division of Career and Technical Education, in the city of Pierre, South Dakota, 57501.

ARTICLE III. THE FISCAL YEAR

SECTION A. The fiscal year of the Association shall commence on the first day of April in each year and shall end on the thirty-first day of March of the next succeeding calendar year.

ARTICLE IV. REPORTS TO THE STATE ASSOCIATION

SECTION A. Each local chapter shall annually submit the following information to the State Advisor:

1. The names of chapter officers.
2. The names of delegates to the State Convention.
3. A report of changes or amendments to the local chapter constitution and bylaws if any.
4. Such other information as may be deemed advisable and may be called for by the Executive Committee or State Advisor.

ARTICLE V. PROCEDURE FOR ISSUING CHARTERS TO LOCAL CHAPTERS

SECTION A. The State Association may issue a charter to a local chapter when:

1. An application has been filed in the office of the State Association and approved by the State Advisor.
2. When a list of the names of members and officers has been filed in the office of the State Association.
3. A copy of the proposed local chapter constitution and bylaws has been filed in the office of the State Advisor.
4. A copy of the program of activities has been filed in the office of the State Advisor.
5. Current State and National dues have been paid.
6. Such local chapter has provisions for keeping a permanent record of the names and addresses of the officers of the chapter and the name and addresses of each member of such local chapter entitled to vote.

SECTION B. The application for a local charter to the State Advisor shall be signed by the President, Secretary, and Advisor of the local chapter and shall be accompanied by a fee to cover cost and engraving of the charter. A charter shall be granted upon such application provided the proposed local constitution is not in conflict with the State and National constitutions of the FFA, such charter to be signed by the State President, by the State Secretary, and by the State Advisor.

ARTICLE VI. DELEGATES TO NATIONAL CONVENTION

SECTION A. State FFA officers shall be appointed by the State Advisor or Executive Secretary to be the State Association's official delegates at the National Convention.

SECTION B. The expenses of the delegates shall be paid from State Association funds. Expenses incurred by State Officers in connection with the National Convention shall be paid from State Association funds.

ARTICLE VII. HONORARY STATE FFA DEGREE

SECTION A. The names of persons awarded the Honorary State FFA Degree shall be announced at each State Convention and a suitable award, to be decided upon by the Executive Committee, will be awarded by the State Association to those receiving the degree.

ARTICLE VIII. FINANCES

SECTION A. Accurate records of receipts and disbursements of funds shall be kept by the State Advisor or Executive Secretary.

SECTION B. The State Advisor or Executive Secretary is authorized to pay all FFA bills in connection with the administration of the affairs of the organization out of State Association funds.

SECTION C. A complete financial report shall be made at the State FFA Convention.

SECTION D. The State Advisor or Executive Secretary is authorized to have the accounts audited by a qualified auditor.