



**KANSAS**  
**FFA ASSOCIATION**

# State FFA Constitution & Bylaws

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*(As amended at the 93<sup>rd</sup> State FFA Convention – June 2, 2021  
and ratified by the Kansas FFA Executive Committee, June 12, 2021.)*

## **Article I. Name**

The name of this organization shall be the “Kansas FFA Association”. The letters “FFA” or the words “Future Farmers of America” may be officially used to designate the organization, its units, or members thereof.

## **Article II. Objectives of the Organization**

The objectives of the organization shall be consistent with the organization’s federal charter, Public Law 116-7 (formerly Public Laws 105-225 and 81-740). The organization shall cooperate with national and state government agencies and officials in career and technical education to accomplish the following objectives:

1. To be an integral component of instruction in agricultural education, including without limitation, agriculture, food, and natural resources. As such, the association shall be intra-curricular to the agricultural education program, and will work with contextual classroom/laboratory instruction and work-based experiential learning in furtherance of a complete and comprehensive agricultural education program;
2. To be an integral component in agricultural education, to prepare students for successful entry into productive careers in agriculture, food and natural resources, or connect students to relevant postsecondary educational pathways, focusing on the complete delivery of classroom and laboratory instruction, work-based experiential learning and leadership development;
3. To be a resource and support organization that does not select, control or supervise local chapter or individual member activities. The association may develop educational materials, programs, services and events as a service to state and local agricultural education agencies;
4. To seek and promote inclusion and diversity in its membership, leadership and staff to reflect the association’s belief in the value of all human beings;
5. To build character and develop competent and assertive agricultural leadership;
6. To increase awareness of the global and technological importance of agriculture, food and natural resources and its contribution to our well-being;
7. To promote the intelligent choice and establishment of a career in agriculture, food and natural resources;
8. To cooperate with others, including national, state, and local boards and officials for career and technical education, in accomplishing the foregoing purposes; and
9. To engage in other activities, consistent with these purposes, determined by the governing body to be for the best interests of the association.

## **Article III. Organization**

### **Section A**

The Kansas FFA Association is the state organization of FFA. It consists of a chartered State Association which in turn is composed of local chapters.

## **Section B**

Active chapters of FFA for students enrolled in school shall be chartered only in schools where systematic instruction in agricultural education is offered and taught by a properly certified/licensed agricultural education instructor. The FFA is to be an integral part of the organized instructional programs in agriculture and agribusiness as qualified for assistance under federal and state Career and Technical Education legislation.

## **Section C**

Local chapters will be in good standing with the State Association when the following items have been submitted to the state office by the published deadline shown in the current year's agenda calendar or by the next business day if the due date falls on a weekend or holiday.

1. A report on any changes of amendments to the local chapter constitution or bylaws.
2. An annual chapter report will be due on May 20<sup>th</sup>, complete with a list of the chapter officers for the coming year.
3. FFA roster of members, along with their dues, their complete addresses, and the status of their membership submitted electronically is due September 30<sup>th</sup>.
4. An annual FFA program of activities submitted by October 15<sup>th</sup>.

## **Section D**

The Kansas FFA Board of Directors shall have the power to suspend the charter of any local chapter, which violates the Kansas and/or National FFA Constitution and Bylaws. A report of all suspensions shall be presented by the Board of Directors to the delegates at the next succeeding state convention.

In the event a local department of agricultural education is discontinued, its' chartered FFA chapter may officially operate for a period not to exceed three years (36months) from the date of discontinuance, provided proper supervision is given by a person having the approval of the local school administrator and the state FFA advisor. The chapter's charter must be surrendered to the state advisor at the end of the three-year period if a local department of agricultural education is not in operation in the school at that time.

## **Article IV. Membership**

### **Section A**

Membership in this organization shall be of two kinds: (1) Student and (2) Adult.

### **Section B**

Student Membership. Any student who is regularly enrolled in Agricultural Education is entitled to become a student member of any chartered FFA chapter. Local chapters may consider "secondary agricultural education programs" to be grades 7 – 12.

To retain membership while in school, the member must be enrolled in at least one agricultural education course during the school year. In-school members unable to enroll in at least one agricultural education course may retain membership for one year by continuing a supervised agricultural experience program approved and supervised by the agricultural education teacher. Out-of-school members may retain their student membership until November 30, following their fourth National FFA Convention after graduation from high school.

Upon transferring to a school that does not have an Agricultural Education program, students are able to retain their membership until the end of the school year (May) and then they will forfeit the rights and privileges of the Kansas FFA Association and its local membership opportunities.

A member who is in good standing at the time of induction into the armed forces of the United States of America shall be in good standing during the period of their active service 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 conventions following graduation from high school or leaving

high school. Members making use of this waiver of service time for the purpose of maintaining student 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 Armed Service Program shall be eligible for one full year of extended membership. No individual, however, may retain their student membership beyond their 23rd birthday.

### **Section C**

Adult Membership - Membership shall be open to former student members and honorary degree recipients, present and former professional agricultural educators, parents of FFA members and others interested in and supportive of the FFA.

## **Article V. Degrees and Privileges of Membership**

### **Section A**

There shall be five degrees of student membership based upon individual achievement. These degrees are (1) Discovery FFA Degree, (2) Greenhand FFA Degree, (3) Chapter FFA Degree, (4) State FFA Degree, and (5) American FFA Degree. The Discovery FFA Degree is intended for use in local chapters where middle school membership is offered. Receipt of this degree is not necessary in order to obtain the Greenhand FFA Degree or subsequent degrees.

### **Section B**

Discovery FFA Degree – To be eligible to receive the Discovery FFA Degree, the member must meet the following minimum requirements:

1. Be enrolled in agricultural education class for at least a portion of the school year while in grades 7-8.
2. Have become a dues paying member of the FFA at local, state and national levels.
3. Participate in at least one local FFA chapter activity outside of scheduled class time.
4. Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
5. Be familiar with the local FFA chapter program of activities.
6. Submit written application for the degree.

### **Section C**

Greenhand FFA Degree – The Greenhand FFA Degree may be conferred by the chapter on the member when the member meets the following minimum qualifications:

1. Be regularly enrolled in agricultural education and have satisfactory and acceptable plans for a supervised agricultural experience program.
2. Learn and explain the FFA Creed, Motto, Flag Salute and the FFA Mission Statement.
3. Describe the FFA emblem, colors, and symbols.
4. Explain proper use of FFA jacket, and demonstrate a knowledge of the FFA Code of Ethics.
5. Have satisfactory knowledge of the history of the FFA organization, the chapter constitution and bylaws, and the chapter Program of Activities.
6. Know the duties and responsibilities of FFA members.
7. Personally own or have access to an official FFA manual, and the FFA Student Handbook.
8. Submit written application for the degree for chapter records.

### **Section D**

Chapter FFA Degree – The degree may be conferred by the chapter on the member when the member meets the following minimum qualifications:

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school

instruction in agricultural education at or above the ninth-grade level, have in operation an improved supervised agricultural experience program, and be regularly enrolled in an agricultural education class.

3. Satisfactorily participated in at least three official functions in the chapter program of activities.
4. Have earned and productively invested at least \$150 by the member's own efforts or worked at least forty-five hours in excess of scheduled class time, or a combination thereof, and developed plans of continued growth and improvement in a supervised agricultural experience program.
5. Demonstrate ability to effectively lead a group discussion for 15 minutes.
6. Demonstrate five parliamentary procedure abilities.
7. Demonstrate progress towards achievement of an agricultural proficiency award on the local level.
8. Have a satisfactory scholastic record in an agricultural course.
9. Submit application for degree for chapter records.
10. Meet other requirements as established by the chapter.
11. The members have an understanding of the official FFA record book.

### **Section E**

State FFA Degree – Minimum qualifications for election:

1. Must have held the Chapter FFA Degree preceding election to the State FFA Degree, have been a student member of the FFA for at least two years and have maintained and completed two consecutive calendar years of record books which would follow the recommendations set by the Kansas Association of Agricultural Educators (KAAE), and indicate participation in activities of the local chapter.
2. Have completed the equivalent or at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth-grade level, which includes a supervised agricultural experience program; if in high school, must be enrolled in an agriculture education course.
3. Receive instruction in and demonstrate proficiency in at least ten parliamentary procedure motions, documented and signed by the chapter advisor and submitted with the application.
4. Demonstrate leadership ability by giving at least a six-minute oral presentation or speech on a topic relating to agriculture or the FFA, and serving as an officer and/or committee chairperson or a participating member of a major committee.
5. Have earned and productively invested at least \$2,000 by his or her own efforts from a supervised agricultural experience program, or have worked (other than scheduled class time) as least 600 hours. The student may use a combination of both dollars and hours that equal the whole.
6. Demonstrate leadership ability as evidenced by their leadership and cooperation in student, chapter, and community activities, and meet academic outcomes with an average of a "C" or better as defined by local superintendent or principal.
7. Have participated in at least eight different kinds of activities above the chapter level, determined by a compiled checklist developed by each district and formulated by the state degree committee.
8. Applications for the State FFA Degree must be approved by the chapter advisor and be sent to the State FFA Office by the date listed on the official Kansas FFA Calendar. The State Degree Selection Committee shall review the applicants and recommend those candidates meeting the minimum qualifications. Final approval of the candidates shall be given by the delegates present at the State FFA Convention.

### **Section F**

American FFA Degree – This degree is awarded by the National FFA Organization. All requirements and

qualifications are to be found in the National FFA Constitution and By-Laws. Any qualified FFA member may apply for the American FFA Degree.

### **Section G**

Honorary State FFA Degree – Supervisors, school superintendents, principals, members of boards of education, instructors, teachers of agriculture, businessmen, farmers, and others who are helping to advance agricultural education and the FFA and have rendered outstanding service may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention. All Honorary State FFA Degree recipients will be considered alumni/adult members as a part of their Honorary FFA Degree.

## **Article VI. Emblem**

### **Section A**

The emblem of the FFA shall be made up of five symbols, namely: (1) the plow, representing the tillage of the soil, the bases 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 interest, 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 reorganized units thereof. All members are entitled to wear the emblem.

### **Section C**

"Greenhand FFA Degree" recipients are entitled to wear the regular bronze emblem degree pin; "Chapter FFA Degree" recipients are entitled to wear the regulation silver degree pin; "State FFA Degree" recipients are entitled to wear the regulation gold emblem charm.

### **Section D**

"Honorary Chapter FFA Degree" recipients are entitled to wear either the regulation silver emblem degree pin or a similar pin in gold; "Honorary State FFA Degree" recipients are entitled to wear the regulation gold emblem charm.

### **Section E**

Advisors are entitled to wear an owl pin of official design.

## **Article VII. State Officers and Procedures for Election**

### **Section A**

The officers of the Kansas Association shall be as follows: president, vice president, secretary, treasurer, reporter, sentinel, executive secretary, and advisor.

The nominating committee shall present a slate of officers, determined with input from the present delegates. The slate may consist of one candidate for each office of president, vice-president, secretary, treasurer, reporter, and sentinel to be approved by a majority vote of the delegate body present at state FFA convention.

### **Section-B**

District and chapter officers shall consist of president, vice president, secretary, treasurer, reporter, sentinel, and advisor. Other officers may be elected as deemed appropriate by the governing body of the chapter or district. The district advisor will be selected by the district, and the local teacher of agricultural education shall assume the responsibilities of the local advisor. Officers of the local chapter and district organization shall be elected annually at a regular meeting of the local chapter or district organization. Officers must be eligible for or have obtained the Chapter FFA Degree after the chapter has been established for one year.

### **Section-C**

No state officer may be reelected to an office. All state officer candidates shall have attained the State FFA Degree and have graduated high school prior to August 1 following the state FFA convention at which they are a candidate.

### **Section-D**

Any qualified student FFA member may run for a state office.

## **Article VIII. Meetings & Convention**

### **Section A**

The State FFA Convention shall be held annually and should be at least 45 days prior to the National Convention at a time and place to be determined by the Board of Directors.

### **Section B**

Local chapters shall hold their meetings' monthly or more often throughout the calendar year and at such time and place as may be decided by the Executive Committee of the local chapter.

### **Section C**

The State Association is entitled to send two delegates from the student membership to the National Convention.

### **Section D**

Each local chapter shall be entitled to send two delegates from the student membership to the State FFA Convention.

### **Section E**

A quorum shall exist at the State FFA Convention when both the following conditions are met at the time business is conducted: 1) a majority of the official delegates registered at the state convention are present and 2) at least one half of the local chapters are represented by official delegates at state convention.

## **Article IX. Committees**

### **Section A**

The Board of Directors of the Kansas FFA Association shall be composed of the president of the Kansas FFA Association, the KAAE president, the KAAE president elect, one FFA member from each district to be appointed by the district, the state FFA advisor, the state FFA executive secretary, a representative of the KSU College of Agriculture Deans office, a representative of the KSU Agricultural Education department, and a representative of the Kansas FFA Alumni.

The immediate past state FFA president and all current state FFA officers who are not serving as voting members of the Board of Directors shall be consultants.

### **Section B**

Executive Committee – The Executive Committee of the Association consisting of six members who hold the following positions: state FFA advisor, state FFA executive secretary, KAAE president, state FFA Foundation executive director, FFA state president, FFA Alumni executive director. The Executive Committee shall have such rights, powers, duties, and privileges as may from time to time be specified by the Board of Directors. The Executive Committee shall from time to time select from its members one of its members to act as a Chair of the Executive Committee and one of its members to act as a secretary of the Committee. The Executive Committee shall keep records of its proceedings and shall report the records and activities of the Executive Committee to the Board of Directors at each meeting of the Board. The Executive Committee shall have the authority to make decisions based on the best interest of the Association and its membership.

### **Section C**

Nominating Committee – The State FFA President shall appoint the chair of the Nominating Committee from the immediate past state officer team, who will facilitate the functions of the committee. The committee will consist of three immediate past state officers, three former state officers, two industry representatives, two designees of the KAAE president, the state FFA executive secretary or his or her designee, and the state FFA advisor or his or her designee. The committee shall follow the format as set forth in the current Kansas FFA State Officer Selection Handbook as approved by the Board of Directors.

### **Section D**

The Board of Directors may authorize additional committees for the Kansas FFA Association as the board deems necessary and appropriate.

## **Article X. Dues**

### **Section A**

Annual State membership dues and/or affiliation fees shall be fixed by the Board of Directors, subject to approval by a majority vote of the delegates present at the State FFA Convention and shall remain the same until changed by the delegates at a subsequent convention. Any chapter paying an affiliation fee shall have met the dues payment requirements to be in good standing and members thereof shall be considered dues paying members for all State and District purposes.

### **Section B**

Any dues of a local chapter shall be fixed by a majority vote of the membership of that chapter.

### **Section C**

District membership dues shall be collected by the State Association, subject to approval by a majority vote of the delegate's present at the State FFA Convention and shall remain the same until changed by the delegates at a subsequent convention.

## **Article XI. Amendments**

### **Section A**

Proposed amendments to the state constitution must be submitted in writing by local chapters 60 days prior to the State FFA Convention. A committee appointed by the president and approved by the Board of Directors may propose changes prior to any annual State FFA Convention. These proposed amendments must be reviewed by the Board of Directors which shall, in turn, submit them to the delegates at State FFA Convention with recommendations. The text of all proposed amendments, together with the recommendations of the Board of Directors, must be sent to all chapters not less than 45 days in advance of the State FFA Convention which is to consider them. Amendments may be adopted or revisions made to the state constitution at any State FFA Convention by a two-thirds vote of the delegates present.

### **Section B**

Bylaws may be adopted to fit the needs of the State Association or any unit thereof, provided they are not in conflict with the national or state constitution.

### **Section C**

Method for adopting bylaws shall be the same as for adopting amendments.

## **BYLAWS**

### **Article I. Duties of the State Officers**

#### **Section A**

The president. It shall be the duty of the president to preside over State FFA Conventions and over all meetings of the Board of Directors. The president shall call one State FFA Convention each year. The president shall appoint all committees and may serve as an ex officio member of these committees. In case



the office of president becomes vacant by resignation or otherwise, the vice president shall succeed the president.

#### **Section B**

The vice president. The duties of the vice president shall be to assist the president in whatever capacity the president may assign, as representing the president, working with committees, etc.

#### **Section C**

The secretary. The secretary shall perform the duties common to such an office, such as keeping accurate records of meetings of the Kansas Association.

#### **Section D**

The treasurer. The treasurer shall act as chairman of the auditing committee and assist the executive secretary in handling the financial business of the organization.

#### **Section E**

The reporter. It shall be the duty of the reporter to publicize FFA activities in ways established by the Board of Directors.

#### **Section F**

The sentinel. It shall be the duty of the sentinel to set up paraphernalia for the convention and to see that the hall is in order for the meeting. The sentinel shall occupy a place near the entrance to the hall and see the proceedings are not interrupted by unnecessary entering and leaving the room. The sentinel shall see to the registration and introduction of guests.

#### **Section G**

The executive secretary. The executive secretary shall keep all permanent records and reports of the organization; shall coordinate the work of state officers from one year to the next; shall prepare forms for and review applications for State FFA Degrees and other association awards; shall be in charge of arrangements for the annual State FFA Convention and shall complete necessary reports for the national office and may perform such other duties as directed by the state Board of Directors.

#### **Section H**

The advisor. The advisor is an ex officio member of all committees. It is also the advisor's duty to advise the Board of Directors, delegates, and committees on matters of policy and assist the state officers in conducting meetings and carrying out programs.

One individual shall serve as the Kansas FFA State Advisor. The State Advisor shall be determined in the following manner:

1. The Kansas State Department of Education Agricultural Education Program Consultant shall serve as the Kansas FFA State Advisor if such individual has at least three years of teaching agricultural education and has served either (a) as an FFA Chapter Advisor, and/or (b) as State FFA Executive Secretary or State Agricultural Education staff.
2. If Article 1; Section H; 1. is not satisfied, or the individual otherwise chooses not to serve as the Kansas FFA State Advisor, the Kansas FFA Board of Directors shall elect an individual to serve in such a role, so long as the individual has agricultural education teaching and/or FFA programming experience as described in 1.
3. The Kansas FFA Board of Directors shall reserve the right to name a temporary Kansas FFA State Advisor to serve an unfilled position for the Kansas FFA State Convention and/or State Nominating Committee work, or other work as described under the duties of the Kansas FFA State Advisor.



## **Article II. Procedure for Issuing Charters to Local Chapters**

### **Section A**

A local chapter may be granted a charter with the Kansas FFA Association when the following has been submitted to the State Association office:

1. A letter of application requesting a chapter.
2. A list of the names of members and officers.
3. A copy of the proposed local chapter constitution and bylaws.
4. A copy of the program of activities.
5. Current district, state and national dues.

## **Article III. Districts**

### **Section A**

District organizations may set up a constitution, establish dues, and develop a program of activities as long as they are in harmony with the state and national constitutions.

## **Article IV. Code of Ethics**

### **Section A**

Kansas FFA Association expects their members to abide by the FFA Code of Ethics and to wear their FFA jacket properly while attending local, district, state and national FFA activities. This includes abstaining from the use of tobacco, alcoholic beverages and drugs as well as always showing respect for other people's property.

### **Section B**

If a chapter becomes flagrant for misconduct, additional measures may be taken by the FFA Board of Directors.