



2025 Kansas State Degree

KS

KS0077

604160805

3



Student Approval

Applicant Name

Madeline Bontrager

Chapter Name

Holton

- I have maintained records to substantiate my supervised agricultural experience program which exhibit comprehensive planning, managerial and financial expertise and will provide these records to my local and state FFA advisors and staff, or their designated representatives, on demand.
- I have prepared this application and certify that the records are true, complete and accurate, and that I hereby permit for publicity purposes the use of any information included in the application.

2/24/2025 1:17:00 PM

Date

Madeline Bontrager

Candidate's Signature

Advisor Approval

- I have reviewed this applicant's supervised agricultural experience (SAE) records and verify they exist and exhibit comprehensive planning, managerial and financial expertise.
- I have verified the application and find that the statements contained herein match the applicants SAE records and are such that I am able to recommend the applicant for the Degree/Award.
- Furthermore, I verify that the applicant has conducted him/herself in a manner to be a credit to the organization, chapter, school and community.

Date

Chapter Advisor Signature

Parent/Guardian Approval

- I have examined this application and find that the records are true, accurate and complete. We hereby permit for publicity purposes the use of any information included in this application.

2/24/2025 1:23:00 PM

Date

Chad Bontrager cabontrager@yahoo.com

Parent/Guardian Signature

Principal or Superintendent Approval

- I hereby certify this applicant has achieved a high school record of "C" or better and has a satisfactory record of scholarship and participation in school activities.

2/24/2025 1:31:00 PM

Date

Jeremy Truelove j.truelove@holtonks.net

School Principal or Superintendent



2025 Kansas State Degree

KS

KS0077

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3



Applicant Contact Information

Name as you want it to appear on the certificate

Madeline Bontrager

Gender

Female

Address

14839 254Th Rd

City

Holton

State

KS

Zip Code

66436-8764

Email Address

Madbontrager@holtonks.net

Name on the FFA Chapter Roster (if different)

Name Pronunciation

Home Phone

7858517737

Parent/Guardian Name

Chad Bontrager

Parent/Guardian Occupation

Ag Businessman

Parent/Guardian Name

Mandy Bontrager

Parent/Guardian Occupation

Registered Nurse

Chapter Information

FFA Chapter Name

Holton

School Name

Holton High School

School Address

901 New York

School City

Holton

School State

KS

School Zip Code

66436

School Phone

(785) 364-2181

Chapter Advisor(s)

Jason Larison; Alex Bartel

FFA History

Year FFA Membership Began

2020

Year Received Greenhand Degree

2022

Year Received Chapter Degree

2023

Had continuous active FFA membership for the past 24 months?

Yes

Have your State and National FFA Dues been paid?

Yes

Education Information

High School Graduation Year

2025

If not, give date left school

Years of Ag Education Offered (grades 7-12) in high school last attended

4.50

Ag Education completed in High School

Years: 3.50

Hours: 630

Postsecondary/Vo-Tech Education Completed

Semesters:

Quarters:

Four-year College Completed

Semesters:

Quarters:

Major

N/A

School Attended

Military Duty - Dates of Full-Time Active Military Duty

N/A

World Experiences in Agriculture - Date of International Placement





2025 Kansas State Degree

Basic Award Setup Information

I. Application Dates

Began Agricultural Education

7/1/2021

Application Ending Date

12/31/2024

II. SAE Types

☐ Exploratory, Supplemental, or Improvement

☐ Research

☒ Placement

☐ Entrepreneurship

III. Assets

1. Current/Operating Assets	Value at Beginning Date	Value at Ending Date
a. Cash on hand, checking and savings	\$0	\$10,134
b. Cash value - bonds, stocks, life insurance	\$0	\$0
c. Notes & Accounts Receivable	\$0	\$0
d. Current Inventory (Entrepreneurship Experiences)		
1. Investment in harvesting and growing crops	\$0	Itemized ending inventory values are reported on "Ending Current Inventory" page.
2. Investment in feed, seed, fertilizer, chemical, supplies, prepaid expenses, and other current assets	\$0	
3. Investment in merchandise, crops and animals purchased for resale	\$0	
4. Investment in raised market livestock & poultry	\$0	
2. Non-Current Inventory	Value at Beginning Date	Value at Ending Date
a. Investment in non-depreciable draft, pleasure, and breeding animals	\$0	Itemized ending inventory values are reported on "Ending Non-Current Inventory" page.
b. Investment in depreciable draft, pleasure, and breeding animals	\$0	
c. Investment in depreciable machinery, equipment, and fixtures	\$0	
d. Investment in depreciable land improvements, buildings, and fixtures	\$0	
e. Investment in land	\$0	

IV. Liabilities	Value at Beginning Date	Value at Ending Date
a. Accounts and notes payable	\$0	\$0
b. Current portion of non-current debt (the portion of non-current debt during this calendar year)	\$0	\$0
c. Real Estate Mortgages (total real estate mortgages minus current portions)	\$0	\$0
d. Other non-current liabilities (total other non-current liabilities minus current portions)	\$0	\$0

V. Personal Cash Income & Expense	Total Value
a. Sources of cash gifts	\$4,903
b. Sources of cash from Ag related (non-SAE) and personal earnings	\$0
c. (Deduct) Total Personal Expense/Draw	\$654
d. (Deduct) Education Expenses Taken Out	\$0





2025 Kansas State Degree

Supervised Agricultural Experience - Placement and Exploratory

2021

Pathway	Employer or Project Name Job Title, Responsibilities, or Project Description	Unpaid Hours	Paid Hours	Total Hours	Gross Earnings	Current Expenses
Agribusiness Systems	Cecil K's Meat Market I started employment working in the meat department. -Trained to use deli slicer, tenderizer, grinder, and plastic wrap -Started cutting pork chops, cubed steaks, pork cubed steaks, beef for stew, and five select steaks -Handled partial truckloads -Put together simple orders for individual customers ordered in advanced		279	279	\$2,093	
	TOTAL		279	279	\$2,093	

2022

Pathway	Employer or Project Name Job Title, Responsibilities, or Project Description	Unpaid Hours	Paid Hours	Total Hours	Gross Earnings	Current Expenses
Agribusiness Systems	Cecil K's Meat Market Employed part-time in the meat department, where I help sell products, prepare retail cuts for sale and facilitate sales to customers. -Trained one new employee -Started cutting more steaks and higher qualities of meat -Put away truckloads of meat -Put together more complex orders for sister facilities: Westmoreland Hometown Market, Yoder Meats, Bowser Meat Processing, and The Pines of Holton		260	260	\$2,067	
	TOTAL		260	260	\$2,067	

2023

Pathway	Employer or Project Name Job Title, Responsibilities, or Project Description	Unpaid Hours	Paid Hours	Total Hours	Gross Earnings	Current Expenses
Agribusiness Systems	Cecil K's Meat Market Continued employment at the meat department. -Zero work injuries -Can now cut ten different steaks and ten different roasts -Trained three different employees -Took complex orders over the phone -Continued complex orders for sister facilities NOTE: My hours worked and income declined. I was needed less for daily inventory and stocking, but stepped in to train others and assemble orders. I began working more at my mom's elderly care facility, which is connected to my medical career goal.		152	152	\$1,352	
	TOTAL		152	152	\$1,352	

2024

Pathway	Employer or Project Name Job Title, Responsibilities, or Project Description	Unpaid Hours	Paid Hours	Total Hours	Gross Earnings	Current Expenses
Agribusiness Systems	Cecil K's Meat Market Continued employment at the meat department -Zero work injuries -Can now cut all varieties of steaks and roasts per request of a customer or sale -Can now operate the saw -Facilitated the process of putting together complex orders -Continued complex orders for sister facilities.		35	35	\$373	
	TOTAL		35	35	\$373	





2025 Kansas State Degree

Financial Balance Sheet Statement - Assets & Liabilities

A. Assets	Beginning Value	Ending Value
1. Current Assets		
a. Cash on hand, checking and savings	\$0	\$10,134
b. Cash Value - Bonds, stocks, life insurance	\$0	\$0
c. Notes & Accounts Receivable	\$0	\$0
d. Current Inventory (Entrepreneurship Experiences)		
1. Investment in harvesting and growing crops/plants	\$0	\$0
2. Investment in feed, seed, fertilizer, chemical, supplies, prepaid expenses, and other current assets	\$0	\$0
3. Investment in merchandise, crops, and animals purchased for resale	\$0	\$0
4. Investment in raised market animals	\$0	\$0
e. Total Current Inventory	\$0	\$0
f. Total Current Assets	\$0	\$10,134
2. Non-Current Assets		
a. Non-Current Inventory		
1. Investment in non-depreciable draft, pleasure, and breeding animals	\$0	\$0
2. Investment in depreciable draft, pleasure, and breeding animals	\$0	\$0
3. Investment in depreciable machinery, equipment, and fixtures	\$0	\$0
4. Investment in depreciable land improvements, buildings, and fences	\$0	\$0
5. Investment in land	\$0	\$0
b. Total Non-Current Assets	\$0	\$0
3. Total Assets	\$0	\$10,134
B. Liabilities		
1. Current Liabilities		
a. Accounts and Notes Payable	\$0	\$0
b. Current Portion of Non-Current Debt (the portion of non-current debt during this calendar year)	\$0	\$0
c. Total Current Liabilities	\$0	\$0
2. Non-Current Liabilities		
a. Real Estate Mortgages	\$0	\$0
b. Other Non-Current Liabilities	\$0	\$0
c. Total Non-Current Liabilities	\$0	\$0
3. Total Liabilities	\$0	\$0





2025 Kansas State Degree

Financial Balance Sheet Information - Personal Contribution & Net Worth

C. Summary of Contributed Capital (Personal Finances in Balance Sheet)

1. Beginning Value	\$0
2. Sources of Cash Gifts	\$4,903
3. Sources of Cash from Ag Related (non-SAE) and personal earnings	\$0
4. Sources of Non-Cash Contributions (Current and Non-Current)	\$0
5. (Deduct) Non-Cash Sales for "Used at Home"	\$0
6. (Deduct) Total Personal Draw	\$654
7. (Deduct) Education Expenses Taken Out	\$0
8. Net Personal Contribution	\$4,249

D. Net Worth	Beginning Value	Ending Value
1. Contributed Capital (Represents the value of personal contribution)	\$0	\$4,249
2. Retained Earnings (Represents the value of SAE net income, entrepreneurship, placement, research)		\$5,886
3. Total Net Worth	\$0	\$10,134
4. Total Liabilities & Net Worth	\$0	\$10,134

E. Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth

1. Beginning Value	MET	
2. Ending Value		MET
3. Difference (met = \$0)	\$0	\$0
4. Total Growth in Equity		\$10,134

F. Financial Management Ratios

1. Current Ratio (Measure of Liquidity) (Current Assets/Current Liabilities)		
2. Working Capital (Measure of Liquidity) (Total Current Assets minus Total Current Liabilities)	\$0	\$10,134





2025 Kansas State Degree

Financial Balance Sheet Statement - Earnings & Productively Invested

G. SAE Earnings

1. Placement SAE Earnings (Cash)	\$5,886
2. Entrepreneurship SAE Earnings (Cash & Non-Cash)	\$0
3. Total SAE Earnings (Retained Earnings)	\$5,886

H. Productively Invested

1. Change in Net Worth (Productively Invested from Operations)	\$10,134
2. (Add) Total Educational Expenses (Personal Use)	\$0
3. (Deduct) Net Sources of Assets from Gifts or Non-SAE	\$4,249
4. Total Growth in Productively Invested	\$5,886

I. Unpaid Hours

1. Total Unpaid Hours	0
2. Factor Per Hour	3.56
3. Unpaid hours allowance (hours x rate)	0

J. Qualification Check

	Your Value	Condition
Qualified under at least one option (Details of each option are listed below)		Met
Option 1 Conditions - Qualification on Finances		
a. Productively Invested at least \$2000	\$5,886	Met
b. SAE Earnings at least \$2000	\$5,886	Met
Option 2 Conditions - Qualification on Unpaid Hours		
a. Unpaid Hours at least 600	0	
Option 3 Conditions - Qualification on Combination		
a. Unpaid Hours/600 + Productively Invested/\$2000 is at least 100%	294%	Met
b. Unpaid Hours/600 + SAE Earnings/\$2000 is at least 100%	294%	Met





2025 Kansas State Degree

Skills, Competencies, and Knowledge

A. Skills, Competencies, Knowledge

AFNR Performance Indicator		Contributions to Success
1	FPP.01.02 Apply food safety and sanitation procedures in the handling and processing of food products to ensure food quality.	When cutting meat I make sure that any opportunity for crosscontamination to occur is avoided. When chicken is being cut, I make sure that any deli, beef, or pork doesn't touch anything the chicken has. The same is with deli and any other raw meat. Gloves are changed when going from chicken to anything or any raw meat to deli. I wash my hands frequently to help limit cross contamination. MEASURABLE IMPACT: I sanitize all areas that have been touched by any kind of meat at the end of each day.
2	FPP.03.02 Design and apply techniques of food processing, preservation, packaging and presentation for distribution and consumption of food products.	I package meat differently according to what it is. For instance anything in the retail case such as steaks or ground beef are packaged on plastic trays. Products in the door are packaged in a variety of ways to suit both the need of the customer and the preservation of the meat itself. Chicken is packaged in plastic bags and sealed by a cryo-vac machine, and ground beef that is on sale is packaged on plastic trays. MEASURABLE IMPACT: I can save 15 minutes for any packaging now.
3	FPP.01.03 Apply food safety procedures when storing food products to ensure food quality.	Part of my job is to ensure that meat is stored properly and safely. In the meat cooler I store meat strategically so that if a box were to leak it would not contaminate the boxes under it. In the meat cooler all pork is kept on one shelf, and beef is kept on three shelves. On the bottom of one beef shelf is chicken. Chicken tends to leak and can contaminate both pork and beef, which is why I place it on the bottom. MEASURABLE IMPACT: In 2023, we had no reported cross-contamination incidents
4	FPP.03.01 Implement selection, evaluation and inspection techniques to ensure safe and quality food products.	When cutting a variety of items it is important for me to make sure to do specific things so that if an inspector were to come we would have no deductions from the meat department. One of the things that have to be done are making sure enough chlorine is in the sanitizer water that is used to clean dishes. I use a chlorine strip to make sure that I have the appropriate water ratio. MEASURABLE IMPACT: The sanitizing water is two bottle capsof chlorine to every 30 gallons of water.
5	FPP.04.01 Examine the scope of the food industry by evaluating local and global policies, trends and customs for food production.	During COVID Cecil K's was closed, but we were doing curbside pickups. The meat department was run the same as usual except I had no customers I could see face to face. One of the few changes though was meat prices. Everything was in short supply and forcing prices up. MEASURABLE IMPACT: 80% ground beef was almost \$6 compared to the original pricing of \$4 per pound. Today it is \$4.50.
6	ABS.01.04 Evaluate, develop and implement procedures used to recruit, train and retain productive human resources for AFNR businesses.	The meat department is a big attraction to high schoolers looking for a job. One of my responsibilities is training new employees about practices in the meat department. The meat department is the hardest job to learn in Cecil Ks because of how many rules there are. Food safety is extremely important and teaching that in a short period of time can be challenging especially when teaching a teenager. MEASURABLE IMPACT: In 2023 I helped train 2 new people in the meat department.



7	ABS.01.03 Devise and apply management skills to organize and run an AFNR business in an efficient, legal and ethical manner.	<p>When orders come in that are separate from customers in the store I make sure they are finished on time and have high quality. In the meat department orders vary based on customer. Some of our customers are the hospital and senior center. They order every week and pick up on the same day, so on days of their pick up their order takes priority. If there are no priority orders, pick updates determine.</p> <p>MEASURABLE IMPACT: In the past year I have been able to drop to 5 orders in 1 period of time.</p>
8	CRP.04.03 Model active listening strategies when interacting with others in formal and informal settings.	<p>Sometimes customers come up to the meat department and rattle off their orders so quickly it can be hard to keep up. Making sure have their order right is extremely important when it comes to customer satisfaction. When there are larger requests I will write down everything the customer requests and how they want each thing done.</p> <p>MEASURABLE IMPACT: In the past year I have been able to retain longer orders than in the past. This means I don't have to write as much down as I used to.</p>
9	CRP.09.02 Implement personal management skills to function effectively and efficiently in the workplace (e.g., time management, planning, prioritizing, etc.).	<p>Most of the time in the Meat Department I am by myself which means I need to be extremely efficient with my time. There is always a lot to do in the Meat Department so being able to get as much done at a great quality is essential at my job. To make sure I am getting my job done I stick to a schedule and keep a to do list. This makes sure that I have enough time to clean effectively.</p> <p>MEASURABLE IMPACT: This past year I started making a specific schedule for every day, and making a to-do list.</p>
10	CRP.06.02 Assess a variety of workplace and community situations to identify ways to add value and improve the efficiency of processes and procedures.	<p>Some tasks require rearranging in the meat department. For example, packaging ground pork for the door requires me to move the scale from the case counter to the cutting counter so I can weigh the meat and put it in the cryo-vac bag, all in the same place. This rearrangement helps me save time because I am not running back and forth to get the correct weights.</p> <p>MEASURABLE IMPACT: I have developed 5 different ways to set up the meat department to accomplish different tasks more</p>





2025 Kansas State Degree

Leadership/FFA Activities

Activity	Chapter	Area, District or Region	State	National Finals Multi-State	National
96th National FFA Convention & Expo					23
97th National FFA Convention & Expo					24
Ag A Thon	24				
Ag Ed Open House	22				
Ag Ed/FFA Open House and Parent Meeting	21				
Ag Speech Showcase	23				
Ag-A-Thon	23				
April FFA Meeting	22,24				
April Meeting	23				
August Chapter Meeting	21				
August FFA Meeting	23				
Blood Drive	23				
Blue Committee Meeting	24				
Bowling	23				
CDE: Agronomy - Agronomy Judging		23			
CDE: Conduct of Chapter Meetings - National Conduct of Chapter Meetings LDE					22
CDE: Conduct of Chapter Meetings - State Novice Parliamentary Procedure LDE			22		
CDE: Environmental & Natural Resources - Envirothon		23			
CDE: Environmental & Natural Resources - KACD Regional Envirothon		22			
CDE: Environmental & Natural Resources - National FFA Environmental and Natural Resources C					23
CDE: Environmental & Natural Resources - State Envirothon			23,24		
CDE: Extemporaneous Speaking - NE District FFA Extemporaneous Speaking LDE		23			
CDE: Farm Business Management - Agribusiness Management		23			
CDE: Floriculture - Floriculture		23,24			
CDE: Floriculture - Miami County Aggie Days Floriculture		24			
CDE: Junior Prepared Public Speaking - NE Dist Prepared Public Speaking LDE's	22				
CDE: Junior Prepared Public Speaking - NE District Public Speaking LDE		23			
CDE: Junior Quiz - NE District FFA Greenhand Leadership Test		21			
CDE: Land - NE District FFA Land Judging CDE		23			
CDE: Meats Evaluation - NE Dist Meats Judging CDE		22			
CDE: Meats Evaluation - State CDE's			22		
CDE: Nursery/Landscape - FFA Nursery and Landscape CDE		23			
CDE: Nursery/Landscape - Miami County Aggie Day Nursery Landscape		24			
CDE: Nursery/Landscape - National Nursery and Landscape CDE					24
CDE: Nursery/Landscape - NE District Nursery and Landscape CDE		22			
CDE: Nursery/Landscape - State CDEs			23,24		
CDE: Opening and Closing Ceremonies - NE Dist FFA Senior Rituals LDE		24			
CDE: Opening and Closing Ceremonies - NE District FFA - Rituals and Info LDE		23			
CDE: Opening and Closing Ceremonies - NE District Rituals LDE		21			
CDE: Opening and Closing Ceremonies - Senior Rituals		22			
CDE: Parliamentary Procedure - NE Dist FFA Senior Par Law LDE		24			



CDE: Parliamentary Procedure - NE Dist Parliamentary Procedure LDE		21			
CDE: Parliamentary Procedure - NE District FFA - Chapter Parliamentary Procedure		23			
CDE: Parliamentary Procedure - Senior Par Law		22			
CDE: Poultry - Kansas Ne District Poultry		24			
CDE: Veterinary Science - District Vet Science		24			
CDE: Veterinary Science - State CDE's			23		
CDE: Veterinary Science - Vet Science		23			
Chapter Banquet and Awards Ceremony	23				
Chapter Officer Leadership Training (COLT)	23				
Conservation Speech Contest	23				
December FFA Meeting	24				
December Fun Night/ Christmas Party	22				
December Meeting	22				
Dessert Competition	22				
District Officer Conference		23			
Dodgeball Tournament	22				
Every Ag Career Safety Day and Cimmaron Trailer T	23				
Fall Blood Drive	22				
Fall CDE Day	22				
February FFA Meeting	24				
February Meeting	23				
FFA Alumni/FFA to Serve Homecoming Meal	22				
FFA Chapter Awards Ceremony	24				
FFA Christmas Party	23				
FFA Fun Night - Outdoor Movie	23				
FFA September Breakfast	22				
FFA Signing Day/Parent Open House	23				
FFA Week - Wild West Wednesday	22				
Floriculture			24		
Fruit & Fall Christmas Sales	23				
Fruit & Fall Christmas Sales Fundraiser	24				
Fruit Sales	22				
Fruit Sales/Christmas Sales 2021	21				
Fun Night - November	21				
Highway Trach Pickup	23				
I Believe Pledge... Commitment Signed	21				
Ice Cream Social	22				
January Meeting	23				
Janurary FFA Meeting	24				
Kansas NE District Meats Judging		24			
Kansas NE district Speech		24			
Kansas State Fair - FFA Horticulture Exhibit			23		
March Chapter Meeting	22				
March FFA Meeting	24				
March Meeting	23				
Members Breakfast	23				
National Convention					22
NE Dist FFA Leadership Info Test		24			
NE Dist Greenhand Conference		21			



NE District Banquet		23			
November FFA Meeting	23,24				
November Fun Night	22				
November Meeting	22				
October FFA Meeting	23				
October Meeting	21,22				
Office: President	23				
Office: Reporter		23			
Office: Secretary	22				
Officer Interviews	24				
Pancake Feed	23				
SAE Fair - Poster Display at Open House	22				
Safety Fair	23				
September FFA Meeting	23,24				
September meeting	21,22				
Serving JCLA Dinner	24				
Signing- I Believe Pledge....	22				
Spring Blood Drive	24				
State Chapter Leadership Training (CLT)			22		
State FFA Convention			22		
State FFA Foundation Presentation			22		
State FFA Proficiency Finalist (Top 3)			24		
Vet Science			24		
Washington Leadership Conference					24
Western Farm Show		23			





2025 Kansas State Degree

Community Service

2022

Individual / Group / Organization to whom service was PROVIDED	Service performed and whom you performed the service with if applicable	Hours
Ag and Water Festival Volunteer	The Holton FFA Chapter had members volunteer to run the livestock station at the Ag and Water Festival put on for fourth graders in the county.	7.00
TOTAL		7.00

2023

Individual / Group / Organization to whom service was PROVIDED	Service performed and whom you performed the service with if applicable	Hours
4H Grounds Clean Up	After the Jackson County Fair all 4Hers volunteer to help clean up trash around the fairgrounds.	1.00
Fall Blood Donor	The Holton FFA put on a blood drive and requested members to volunteer to help run the recovery station. Members of age were also given the opportunity to donate blood themselves.	2.00
Fall Blood Drive Volunteers	The Holton FFA put on a blood drive and requested members to volunteer to help run the recovery station. Members of age were also given the opportunity to donate blood themselves.	2.50
Highway Trash Pickup	The Holton FFA Chapter picked up trash along Highway 75 for a mile stretch.	1.00
Holton Elementary Safety Day	The Holton FFA Chapter put on an Elementary Safety Day for the students at Holton Elementary school that covered safety in agriculture, house, bus, water, and wilderness.	7.00
Holton Middle School Ag-A-Thon	The Holton FFA put on an Ag-A-Thon for the Holton Middle School teaching students about wildlife, livestock, tools, food science, and horticulture science. Volunteers for this day made these activities possible.	7.00
TOTAL		20.50

2024

Individual / Group / Organization to whom service was PROVIDED	Service performed and whom you performed the service with if applicable	Hours
Farm Bureau Meal	The Holton FFA had members volunteer to serve a meal for the Jackson County Farm Bureau.	2.00
TOTAL		2.00

Qualification Check

	Your Value	Condition
At least 2 different activities	8	MET
At least 25 hours	29.5	MET





2025 Kansas State Degree

Checklist of Minimum Qualifications

Item	Value
Candidate has been an active FFA member for at least 24 months.	MET
Candidate has the Chapter and Greenhand FFA Degree.	MET
Applicant must have completed at least 2 full years (360 hours) of agriculture, or all of the agriculture offered at the school last attended.	MET
Non-cash income and expense is balanced each year on the Income/Expense Report.	MET
Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth	MET
Candidate has recorded of at least 25 hours community service and at least 2 different activities. (Organizations and activities must be manually reviewed in records.)	PENDING REVIEW
Student qualifies for the Degree with earnings, productively invested, and hours.	MET
Student has done at least 8 activities above the chapter level. Activities must be manually reviewed in records.	PENDING REVIEW
Candidate has obtained the required electronic signatures and approvals.	MET





2025 Kansas State Degree

State Degree Manual Review Sheet of Qualifications

Circle	Initial
Y N	

1. Has the candidate been a chapter officer or serve on a major committee as listed below.

_____ Chapter FFA Officer: _____
_____ FFA Committee Chairman: _____
_____ FFA Committee Member: _____

Circle	Initial
Y N	

2. Has the candidate performed at least 10 Parliamentary Procedure abilities?

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

Circle	Initial
Y N	

3. Has the candidate given a six-minute agricultural related speech or demonstration? Please provide details below.

1. (Title) _____ (Length) _____

Circle	Initial
Y N	

4. Has the candidate attached signed SAE agreements (or SAE plans) for all SAEs listed in the application?
(Attached to this application)

Circle	Initial
Y N	

5. Are all the Skills, Competency, and Knowledge listed in the application complete and accurately represents the student's experiences.

Circle	Initial
Y N	

6. As the advisor, I have reviewed the complete application and information listed in this manual review sheet and confirms the candidate's information is accurate and meets all qualifications.

All information is accurate and represents the work of the student.

Signature of FFA Advisor

Date



State Star in Agricultural Placement

KS

KS0077

604160805



Applicant Information

Candidate Name

Madeline Bontrager

FFA Chapter Name

Holton

Star Type

Application Type

Star in Agricultural Placement

Application Level

State

Primary Pathway

Agribusiness Systems

Submission Order

Organize and print your entire application in the following order:

1. FFA Degree Application
2. FFA Star Application
3. Additional Application Attachments





State Star in Agricultural Placement

Performance Review A

1. Describe the SAE project(s) included in this application as completely and specifically as possible in the space allowed.

DESCRIPTION

My SAE is working at Cecil K's in the meat department. In the meat department, I do several tasks, including cutting meat, packaging meat, storing meat we receive from Associated Wholesale Grocers and Yoder Meats, practicing good customer service, and practicing food safety. In the meat department, I cut beef, pork, and chicken. Some of the cuts I make from beef are steaks, roasts, and ground beef. The beef I cut is prime or choice for quality grades, but sometimes I cut select products for sale. I also make various items from pork, such as chops, roasts, pork strips, steaks, and ground pork. In the meat department, chicken is the easiest thing to do. Trimming, marinating, and packaging is all that is needed for preparing chicken. I work with customers everyday, so customer satisfaction is key to my success for the day. After every day, the meat department is cleaned and sanitized. Any machine that was used is dissembled, washed, and sanitized as well as any cutting boards and knives that were used. The floors are swept and mopped, and everything in the meat case is wrapped in plastic wrap. Finally, all lights are turned off, and the trash is taken out.

HOW I STARTED

I started working at Cecil K's during COVID because my parents are the owners of the business. I was familiar with meat before because I grew up on a farm, and did 4-H which meant it was super easy for me to start working.

LABOR EXCHANGE

Labor exchange does not apply to this placement SAE.

2. Briefly explain how your roles, responsibilities, and/or management decisions related to this award area changed.

ROLES

My roles in the meat department changed as I gained more experience. When I first started I was taught about food safety and customer service before I ever touched a knife.

RESPONSIBILITIES

When I first started at Cecil K's my responsibilities included packaging meat and serving customers. As time progressed I was able to begin cutting by myself, open and close the meat department, and put the AWG truck items away.

MANAGEMENT DECISIONS

Being able to work independently in the meat department meant that I had to make more management decisions as time progressed. During COVID-19 I was one of two people working in the meat department. This meant that when my co-worker wasn't there that I was in charge. The management decisions I make include what will be cut during that day, what orders will be put together, and how much of the product will be put out for sale.

3. Briefly explain what is the single greatest challenge you faced in this award area and how did you overcome that challenge?



SINGLE GREATEST CHALLENGE

My greatest challenge was being able to make sure a customer got what they wanted when they didn't know the name of the cut desired. Some people will come up to the case and say they need a cut of meat but they don't remember what it is called.

MY INVOLVEMENT OVERCOMING THAT CHALLENGE

To overcome this challenge I developed a list of questions to ask to figure out what it is they are looking for. The questions I ask start off simple "is this item chicken, pork or beef" and progressively get more challenging "do you remember how tender this cut of meat was when you had it the first time?" I have found that when I ask questions that relate to looks or tastes customers have an easier time answering the questions. Using big vocabulary and trying to figure out what they want before asking all the questions is not helpful for me or the customer, so I try to avoid that. When I have figured out what the customer wants I have to ask more questions like how much they want and how the customer would like the meat packaged. By then the customer is relieved that their meat crisis has been solved and they have received what they were looking for. During complicated situations like this it is important to remember that the customer is always right and that at the end of the day their opinion matters most. Stressing them out is never helpful, patience is key. When I approach situations like this the customer always leaves the store with a smile on their face.





State Star in Agricultural Placement

Performance Review B

Briefly explain your two greatest accomplishments or findings in this award area.

Accomplishment/Finding #1

CUSTOMER SERVICE

Customer service at Cecil K's is extremely important as it is a local business. Working in the Meat Department means that customer service is even more important as many people come to Cecil K's specifically for the high quality of meat that my department makes. Knowing all the details about every cut, such as price and quality, make the customer's experience better and easier. I try to make sure that every customer leaves satisfied with their product, so the time it takes me to cut their order is irrelevant. In doing this it is important that I am efficient in all of my other work.

MEASUREMENT

I also try to limit mistakes by making sure it is 100% clear as to what I am cutting and what the customer will be receiving.

Accomplishment/Finding #2

COMMUNICATION SKILLS

Everyday I am working I am communicating with others. Whether it be customers in-person or over the phone, my managers, managers from sister facilities or co-workers, I am always communicating. Learning to be effective and clear in sharing cut and quality options, comparison in prices, or lengthy orders is something that is highly effective when it comes to my customer service. Sharing items that I have accomplished in a day or receiving direction from managers has aided me as well in making me more efficient and independent in my work.

MEASUREMENT

On average I talk to 20 customers a day, and communicate what they are looking for in the meat department.

Name one issue, trend, technology or public policy that has impacted your SAE project or the industry your SAE project falls in and describe the specific impact on your SAE project.

ISSUE- INFLATION

Since 2022 the meat industry has faced inflation. Last year meat prices were 11.8% higher in December 2023 than December of 2022.

SPECIFIC MEASURABLE IMPACT

I know that inflation has directly affected Cecil K's Meat Department because a ribeye a year ago was \$16.99 a pound, as of February 2024, a ribeye costs \$18.99 a pound. A lot of customers concerns are the rising prices of all our items in the Cecil K's Meat Department. One way I combat that is by explaining to customers why the prices have rose in the last few years. Because our warehouse, AWG, purchase and sells ribeye loins at a higher price now than a year ago, we in turn have to see steaks at a higher price to make money as a local business.





State Star in Agricultural Placement

Performance Review C

Specify your career objective and describe the career exploration and research steps you performed to select this career.

CAREER OBJECTIVE: TRAUMA SURGEON

I plan to attend Kansas State University to obtain a Bachelor's Degree in Public Health. Then, I want to pursue medical school and get a medical degree. For residency, I plan to specialize in general surgery with a focus on trauma surgery.

EXPLORATION PERFORMED

I have taken steps to select this career, including obtaining a Certified Nurse Aide license and working at the Pines of Holton for the past year. I have also spent 48 hours shadowing registered nurses at Holton Hospital, including areas like surgery, inpatient/emergency clinic, radiology, and home health. Additionally, I have experience from the meat department in sanitation and safety rules.

Describe two experiences, activities, or opportunities provided by this SAE project and explain how they have helped you explore this career choice.

Experience/Activity/Opportunity #1

ATTENTION TO DETAIL

When I cut high-quality meat, attention to detail is essential. All meat cuts have to be clean and appealing to look at. To ensure that all meat is the highest quality it can be, I pay attention to all the little things, such as the directions I push and pull my knife. Not rushing and taking my time help me make sure that all steps are done right.

IMPACT ON CAREER CHOICE

Surgeons must pay attention to detail because someone's life is in their hands. The steadiness of the surgeon's hands also ensures the safety of their patients. Patience and not rushing are also important for a surgeon to be successful in their career.

Experience/Activity/Opportunity #2

ORGANIZATION AND CONSISTENCY

Working in an environment that relies on both organization and consistency has taught me a lot. Organization allows little tasks to be accomplished that contribute to the big picture. Without organization, it's hard to get a lot of anything done, which is why I believe it is crucial. Consistency is done, which is key to the goals being achievable.

IMPACT ON CAREER CHOICE

Getting to the point of calling myself a surgeon is a long process and a big goal of mine. Organization and consistency are elements that will help me get through school. Consistency and organization will also help me outside school when I am on call, performing surgeries, and teaching residents. Every good doctor is organized and consistent.





State Star in Agricultural Placement

Learning Outcomes & Efficiency Factors

Learning Outcome or Efficiency Factor		Beginning Level	Level Attained	Description
1	Cutting Steaks and Roasts	<u>2022</u> I could cut 0 steaks or roasts.	<u>2024</u> 10 different steaks, 10 different roasts	Being able to cut ten different steaks and ten different roasts instead of none has helped me in keeping the doors and retail case stocked. Keeping all of these places stocked with cuts and sale items allows me to be able to work alone in the meat department without needing supervision.
2	Grinding Meat Products	<u>2021</u> I wasn't able to grind beef	<u>2024</u> I can grind beef, pork, and chicken	Customers love our fresh ground beef we sell at the store. Naturally, this means it can run out fast. To be able to grind beef on my own means that I can be trusted to be alone more. It also means that I can keep my customers happy should we run out of ground beef in the Meat Department.
3	Opening and Closing the Meat Department	<u>2022</u> I could work 2-4	<u>2024</u> Now I can work from 8 am-7 pm	This past year I was able to open the Meat Department as well as close the Meat Department. This means that it no longer matters what part of the day I can work because I am prepared for any hour in the Meat Department.
4	Running Equipment	<u>2021</u> I could operate 0/6 machines	<u>2024</u> I can now operate 5/6 machines	Over the year I was able to learn how to run each piece of equipment in the meat department including the grinder, the plastic wrap, the deli slicer, the tenderizer, and the cryovac machine. Being able to run all of these machines allows me to be sufficient by myself in the meat department.
5	Trimming Chicken	<u>2021</u> I didn't know how to trim chicken for resale	<u>2024</u> I can trim chicken for resale.	Chicken is a popular cut in the meat department, and it sells quickly. Being able to replace and stock chicken means that I am not only making more money for the store, but also keeping customers pleased with the availability of the chicken.





State Star in Agricultural Placement

Skills, Competencies, and Knowledge

A. Five Primary Skills, Competencies, and Knowledge within your Pathway

AFNR Pathway Standard		Description of Activity
1	ABS.04.01 Analyze characteristics and planning requirements associated with developing business plans for different types of AFNR businesses.	During COVID Cecil K's was closed, but we were doing curbside pickups. The meat department was run the same as usual except I had no customers I could see face to face. One of the few changes though was meat prices. Everything was in short supply and forcing prices up. MEASURABLE IMPACT: 80% ground beef was almost \$6 compared to the original pricing of \$4 per pound. Today it is \$4.50.
2	ABS.03.01 Develop, assess and manage cash budgets to achieve AFNR business goals.	When cutting a variety of items it is important for me to make sure to do specific things so that if an inspector were to come we would have no deductions from the meat department. One of the things that have to be done are making sure enough chlorine is in the sanitizer water that is used to clean dishes. I use a chlorine strip to make sure that I have the appropriate chlorine to water ratio. MEASURABLE IMPACT: The sanitizing water is two bottle caps of chlorine to every 30 gallons of water.
3	ABS.01.03 Devise and apply management skills to organize and run an AFNR business in an efficient, legal and ethical manner.	Part of my job is to ensure that meat is stored properly and safely. In the meat cooler I store meat strategically so that if a box were to leak it would not contaminate the boxes under it. In the meat cooler all pork is kept on one shelf, and beef is kept on three shelves. On the bottom of one beef shelf is chicken. Chicken tends to leak and can contaminate both pork and beef which is why I place it on the bottom. MEASURABLE IMPACT: In 2023 we had no reported cross contamination incidents
4	ABS.03.02 Analyze credit needs and manage credit budgets to achieve AFNR business goals.	I package meat differently according to what it is. For instance anything in the retail case such as steaks or ground beef are packaged on plastic trays. Products in the door are packaged in a variety of ways to suit both the need of the customer and the preservation of the meat itself. Chicken is packaged in plastic bags and sealed by a cryo-vac machine, and ground beef that is on sale is packaged on plastic trays. MEASURABLE IMPACT: I can save 15 minutes for any packaging now.
5	ABS.01.02 Read, interpret, evaluate and write statements of purpose to guide business goals, objectives and resource allocation.	When cutting meat I make sure that any opportunity for cross contamination to occur is avoided. When chicken is being cut I make sure that any deli, beef, or pork doesn't touch anything the chicken has. The same is with deli and any other raw meat. Gloves are changed when going from chicken to anything or any raw meat to deli. I wash my hands frequently to help limit cross contamination. MEASURABLE IMPACT: I sanitize all areas that have been touched by any kind of meat at the end of each day.

B. Two Supporting Skills, Competencies, and Knowledge from any Pathway

AFNR Pathway Standard		Description of Activity
6	ABS.01.04 Evaluate, develop and implement procedures used to recruit, train and retain productive human resources for AFNR businesses.	The meat department is a big attraction to high schoolers looking for a job. One of my responsibilities is training new employees about practices in the meat department. The meat department is the hardest job to learn in Cecil Ks because of how many rules there are. Food safety is extremely important and teaching that in a short period of time can be challenging especially when teaching a teenager. MEASURABLE IMPACT: In 2023 I helped train 2 new people in the meat department.



7	ABS.01.03 Devise and apply management skills to organize and run an AFNR business in an efficient, legal and ethical manner.	When orders come in that are separate from customers in the store I make sure they are finished on time and have high quality. In the meat department orders vary based on customer. Some of our customers are the hospital and senior center. They order every week and pick up on the same day, so on days of their pick up their order takes priority. If there are no priority orders, pick up dates determine. MEASURABLE IMPACT: In the past year I have been able to do up to 5 orders in 1 period of time.
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C. Three Career Ready Practice and/or Cluster Skills standards

AFNR Pathway Standard	Description of Activity
8	CRP.06.02 Assess a variety of workplace and community situations to identify ways to add value and improve the efficiency of processes and procedures. Some tasks require rearranging in the meat department. For example, packaging ground pork for the door requires me to move the scale from the case counter to the cutting counter so I can weigh the meat and put it in the cryo-vac bag, all in the same place. This rearrangement helps me save time because I am not running back and forth to get the correct weights. MEASURABLE IMPACT: I have developed 5 different ways to set up the meat department to accomplish f different tasks more efficiently.
9	CRP.09.02 Implement personal management skills to function effectively and efficiently in the workplace (e.g., time management, planning, prioritizing, etc.). Most of the time in the Meat Department I am by myself which means I need to be extremely efficient with my time. There is always a lot to do in the Meat Department so being able to get as much done at a great quality is essential at my job. To make sure I am getting my job done I stick to a schedule and keep a to do list. This makes sure that I have enough time to clean effectively. MEASURABLE IMPACT: This past year I started making a specific schedule for every day, and making a to-do list.
10	CRP.04.03 Model active listening strategies when interacting with others in formal and informal settings. Sometimes customers come up to the meat department and rattle off their orders so quickly it can be hard to keep up. Making sure I have thier order right is extremely important when it comes to customer satisfaction. When there are larger requests I will write down everything the customer requests and how they want each thing done. MEASURABLE IMPACT: In the past year I have been able to retain longer orders than in the past. This means I don't have to write as much down as I used to.





State Star in Agricultural Placement

Resume

Objective

I plan to graduate from Holton High School in May of 2025, and continue on to college in the fall of 2025. I plan on going to a 4 year university to major in Public Health before going to medical school. I plan on becoming a trauma surgeon.

Agricultural Classes/Coursework

- Jul 2024-Jun 2025 - Agriculture Research (4 White)
- Jul 2023-Jun 2024 - Horticulture Science 2 (5 Blue)
- Jul 2022-Jun 2023 - Horticulture Science (5B)
- Jul 2021-Jun 2022 - Agriculture, Food, and Natural Resources (AFNR)

SAE

- 2021-2024 Sales (Employment) 1 project

FFA Leadership

- 2024 Chapter Vice President
- 2024 District Sentinel
- 2023 Chapter President
- 2023 District Reporter
- 2022 Chapter Secretary
- 2021 Greenhand Vice President

FFA Activities

2023-2025 Speech (District; Chapter; Invitational)

2021-2025 Meeting (Chapter)

2021-2025 District FFA Competitions - 27 events (Junior Prepared Speaking; Extemp Speaking; Agronomy; Senior Prepared Speaking; Meats; Nursery/Landscape; Farm Business Management; Floriculture; Vet Science; Rituals; Poultry; Parliamentary Procedure)

2024 FFA Award/Proficiency Interview (State)

2022-2024 National FFA Competitions - 3 events (Nursery/Landscape; ENR; Conduct of Chapter Meetings)

2022-2024 State FFA Competitions - 7 events (ENR, Nursery/Landscape; Meats; Vet Science; Conduct of Chapter Meetings)

2022-2024 Convention (District; National; State)

2021-2024 Conference (State; District; National)

2022-2023 Regional FFA Competitions- 1 event (ENR)

Community Service

- 2024 Farm Bureau Meal
- 2023 Holton Elementary Safety Day; Highway Trash Pickup; Holton Middle School Ag-A-Thon; 4H Grounds Clean Up; Fall Blood Donor; Fall Blood Drive Volunteers
- 2022 Ag and Water Festival Volunteer
- 2021 USDA Farm to Families Food Distribution Volunteer



School and Extracurricular Involvement

- 2024 HHS Marching, Pep, Concert, Jazz Band; Alto Saxophone, Trumpet
- 2024 HHS National Honors Society
- 2024 HHS StuCo; Senior Class President
- 2023-2024 HHS Softball Team; Catcher
- 2023-2024 HHS Cross Country Team
- 2020-2024 Straight Arrows 4H Club
- 2023 HHS StuCo; Junior Class President
- 2023 Holton FFA Chapter President
- 2021-2023 HHS Marching, Pep, Concert Band; Alto Saxophone
- 2022 HHS Girls Basketball, Sub-State Member; Post and Wing
- 2022 HHS Softball Team; First base; Catcher
- 2022 Holton FFA Chapter Secretary
- 2022 HHS StuCo; Sophomore President
- 2021-2022 HHS Volleyball Team
- 2021 Holton FFA Greenhand Vice President
- 2021 HHS StuCo; Freshman President
- 2021 HHS Girls Basketball
- 2020 Elite Fastpitch Softball

Awards and Honors

- '24 State Floriculture Team; 2nd
- '24 State Nursery; 1st
- '24 State Par Law Team; 1st
- '24 State Proficiency Winner; Ag Processing
- '24 Miami County Floriculture; 9th
- '24 Miami County Nursery; 6th
- '22-24 NED Floriculture; 7th
- '22, '24 NED Meats; 2nd
- '24 NED Proficiency Winner; Ag Processing
- '24 NED Senior Prepared Speaking; 4th
- '23-24 NED Vet Science; 4th
- '23 State ENR; 1st
- '23 State Par Law; 2nd
- '22-23 NED Envirothon; 1st
- '23 NED Agronomy; 10th
- '23 NED Extemp Speaking; 10th
- '23 National ENR; 3rd
- '23 National ENR; Gold medalist
- '23 NED Star Greenhand in Placement
- '22-23 NED Senior Info Test; 6th
- '22-23 NED Senior Par Law Test; 3rd
- '23 NED Nursery; 6th
- '22 National Par Law Team; Silver
- '22 FFA State Meats, 29th
- '21 NED Greenhand Rituals; 1st

Certifications

- 2022 CNA Certification
- 2022 CPR Certification
- 2022 Shielded Metal Arc Welding Skills
- 2021 Shop Skills, Safe Oxy-Act, Safe Oxyacetylene Torch Operation and Braising
- 2020 YQCA Certification



Skills

Meat weighing and labeling
Meat inspection
Meat presentation
Workplace safety
Precision cutting
Sanitation practices
Meat identification
Sanitary standards
Meat wrapping

References

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State Star in Agricultural Placement

Personal History

Provide a narrative story of your personal achievements. Work within the character count and review your PDF to limit your final report to a maximum length of 3 pages.

From the moment I first put on my FFA jacket, I knew I was stepping into something bigger than myself. My journey in FFA has been one of growth, resilience, and passion for agriculture. What started as a simple curiosity evolved into a dedication that has taken me across competitions, leadership roles, and personal development.

My journey began in 2021 when I earned my Discovery FFA Degree and competed in my first Leadership Development Events (LDEs). That year, I placed 1st in the NE District FFA Greenhand Rituals LDE and Parliamentary Procedure LDE, setting the stage for what would become a series of achievements in leadership and speaking competitions. The following year, I continued to challenge myself, earning my Greenhand FFA Degree and securing a 1st place medal in the NE District Greenhand Meats Judging CDE. My participation in parliamentary procedure teams and leadership tests strengthened my ability to think critically and work effectively as a team.

In 2023, my involvement deepened as I earned my Chapter FFA Degree and competed at both state and national levels. I was honored to be a part of the Kansas FFA State Vet Science Team and the National ENR Team, where we placed third nationally and earned gold medals. I also found success in public speaking, competing in events like Extemporaneous Speaking and Prepared Public Speaking. Each competition tested my ability to think on my feet and express my knowledge of agricultural topics with confidence.

By 2024, I had grown into a well-rounded competitor and leader within FFA. I took home multiple state and national awards, including being a gold medalist in the National FFA Agricultural Processing CDE and securing 1st place in the Kansas FFA State Nursery and Landscape competition. One of my proudest moments was winning the Kansas FFA State Proficiency Award in Agricultural Processing, a testament to the hard work I had put into my supervised agricultural experience. My leadership skills were further recognized when my team won 1st place in the Kansas FFA State Parliamentary Procedure Team event, showcasing our teamwork and knowledge of parliamentary law.

Looking back, my journey in FFA has been filled with moments of challenge and triumph. Each contest, speech, and leadership event has shaped me into a stronger, more confident individual. From meats judging to vet science, from parliamentary procedure to public speaking, every experience has reinforced my passion for agriculture and leadership. As I continue forward, I carry with me the lessons, friendships, and experiences that FFA has given me, knowing that this is just the beginning of my lifelong commitment to the agricultural industry.





State Star in Agricultural Placement

Safety Photo #1



TENDERIZER

One of the machines in the meat department is the tenderizer. We use this machine to tenderize beef and pork to make minute steaks or cubed steaks, and pork cutlets. For beef we run the meat through four passes of the tenderizer and with pork we do three. The tenderizer takes what would be a tougher piece of meat and breaks apart the muscling of the meat making it more tender to eat. It does this through numerous small blades so safety is important when running this machine.





State Star in Agricultural Placement

Safety Photo #2



Fresh chicken breasts are one of the meat departments best selling products. Four boxes containing forty chicken breasts per box are cut in one week. Chicken is sold both plain and in marinated flavors. The flavors I use to marinate chicken are butter and garlic, mediterranean, sweet bourbon, and bbq. The marinated chicken is allowed one night to marinate before being packaged to sell. Chicken is packaged by the cryovac machine because it tends to leak, and the cryovac machine helps prevent that





State Star in Agricultural Placement

Project Photo #3



PACKAGING RETAIL CUTS

Plastic wrapping items is a common way of packaging meat in the meat department. At the end of the day all trays in the retail case are wrapped to prevent products from drying out or getting burns. Most sale items are packaged with plastic wrapping too. A benefit to plastic wrapping items instead of freezer wrapping is plastic wrap allows the customer to see the product. Another way I package items is cryo-vac. Cryo-vac seals plastic bags by removing the air from the bag.





State Star in Agricultural Placement

Project Photo #4



STOCKING PRODUCT

Items that are for special sales are found in the coolers beside the meat department. Items that are on sale are featured in the grocery store's fliers, and yellow tags show customers good deals for meat on sale. Sale items such as family packs of pork chops are extremely popular. Large portions are made at one time and I am in charge of making sure the coolers are stocked at all times. Throughout my shifts I make sure the retail case, coolers, and freezers stay stocked.





State Star in Agricultural Placement

Project Photo #5



UNLOADING BOXED PRIMAL CUTS

Trucks come on Mondays and Thursdays from AWG and Yoder Meats. All meat is kept in the cooler and freezer. These areas are extremely organized and are strict about where boxes can and cannot go. For example all pork is kept on one shelf separate from the beef. Chicken is placed on the lowest shelf of each rack. It is kept there because chicken contaminates both pork and beef so if it were to leak it would leak on the floor. Yoder products also have their own shelf.





State Star in Agricultural Placement

Project Photo #6



TAGGING PRODUCT

In the meat department all items are tagged to get a final price and a barcode that can be scanned when the customer is ready to check out. Everything is priced by weight so I use a scale that prints the tag. All the scales are controlled by our computer system. We keep a binder with all codes for every item of meat we carry in the meat department. On the tag there is also a food safety label that explains what the customer should do to keep the item good and healthy.





State Star in Agricultural Placement

Checklist of Minimum Qualifications

- Missing, Error, or Not Met indicates a condition causing the candidate not to qualify for the degree.
- Review indicates a condition that will require additional explanation or documentation.
- Only computer-generated checks are shown here. The PDF application includes additional manual checks.
- Regardless of the qualifications shown here, FFA staff and reviewers may contact the advisor or applicant for additional information and evidence, including, but not limited to, SAE agreements and record books.

Item	Value
Candidate has chosen a Star Type and Primary Pathway.	MET
Candidate has fully described and selected one to five Learning Outcomes or Efficiency Factors.	MET
Candidate has fully described all ten Skills, Competencies, and Knowledge.	MET
All pictures include captions.	MET
All pictures include a digital upload.	MET
Required attachments have been uploaded.	MET





State Star in Agricultural Placement

Application Attachments

The following are attachments to include at the end of your application.

Attachment 1 - SAE Agreements

Attach a copy of your most recent SAE partnership, rental, Family Corporation or occupational training agreement.

Attachment 2 - Student Recommendations

Attach three one-page recommendations

1. Agriculture instructor recommendation
2. Two other recommendations (if your SAEs include placement, please include at least one employer recommendation)





SAE Agreement - Cecil K's Meat Market

SAE Information

Name:	Cecil K's Meat Market
SAE Type:	Placement
AFNR Pathway/Category:	Agribusiness Systems - Sales

SAE Plan - Cecil K's Meat Market

Description
For my project I can work both in the Meat Department and up in the front as a cashier and bagger. In the Meat Department I cut meat for the case and doors, stock product that we receive from distributors. I help customers in finding the cuts of meats they want and cutting specific deli they order. I also complete any orders for customers that have a specific time and date they would like to pick things up. In the front I check people out or bag and carry out their groceries. I stock and face all aisles and freezers and date check all items. I help customers who are looking for something they can't find or would like to order something they can pick up later. I have cleaning responsibilities in both departments as well as documentation responsibilities.

Time Investment
I plan on working at Cecil K's until I graduate high school. Right now I am getting paid \$8.50 per hour. During the school year I work most weekends for a total of about ten hours per weekend. During the summer I work two days during the week and pick up shifts where I can.

Learning Objectives (SAE Skills):

Skill Area	Planned Activities	Results or Outcome
ABS.05.01 Analyze the role of markets, trade, competition and price in relation to an AFNR business sales and marketing plans.	Paying attention to how much money we pay to get cuts of meat to see if we are pricing out meat accordingly. Goal; being able to set prices in the computer in a year.	
ABS.05.02 Assess and apply sales principles and skills to accomplish AFNR business objectives.	Having sales where particular items prices are lowered for a period of time. Goal; preorder meat items for a sale within a year	
ABS.05.03 Assess marketing principles and develop marketing plans to accomplish AFNR business objectives.	Understanding what items sell better than others and cutting the appropriate amount of product to correspond with the customer preference. Goal; being able to cut all types of meat including those that need to be cut with the saw within a year.	

Signatures

<u>Madeline Bontrager</u>	<u>3/13/2025 10:57:00 AM</u>	<u></u>	<u></u>
Student	Date	Parent / Guardian	Date
<u>Jason Larison</u>	<u>3/13/2025 10:57:00 AM</u>	<u></u>	<u></u>
Ag Science Teacher	Date	Supervisor / Employer	Date

The school, individuals or businesses participating in this educational program will not discriminate against participating students with regards to race, sex, creed, color, national origin, age or handicap as defined by law.



Holton FFA Chapter



March 11, 2025

Dear State Star in Placement Selection Committee:

I have had the pleasure of having Madeline Bontrager in class for the last 4 and a half years. During that time, she has been an extremely dedicated FFA member and high school student. She has served as an FFA Officer for three years serving as Vice President, President and Secretary. She has excelled and competed at the highest levels with three national CDE teams: Conduct of Meetings, 3rd Place Environmental Science Team in the nation, and the 6th Place Nursery and Landscape Team in the nation. She is a strong public speaker and organized leader. Her talents are many. Outside of FFA, she is her class president, 4H president, active in band, NHS, student council just to name a few. She is a strong cross county runner and catcher on the varsity softball team.

For her SAE Program, Madeline works at Cecil K's Hometown Market in their meat department. It is a business her family owns, but her immediate supervisor is store manager, Jeff Hilliard. She has gained a wide variety of meat science, customer relations, and practical life skills while working there. She has trained employees, ran the department independently, and learned pretty much everything she needs to do to run the whole section herself if that was her career plan. She actually plans on majoring in health science and eventually becoming a trauma surgeon. Part way through high school, you will see her hours at Cecil K's decrease for the primary reason that she started working more at The Pines, a retirement/end of life care facility in Holton. That opportunity has given her more direct connections with her future career plans. Nonetheless, I believe when you look at Maddy you will see star qualities through and through.

I believe if you look closely, you will see the skills, experience, and knowledge to show Madeline Bontrager is an outstanding candidate for the State FFA Star in Placement Award. Please do not hesitate to ask if there is any additional information that I can provide.

Sincerely,

A handwritten signature in black ink that reads 'Jason M. Larison'.

Jason M. Larison
Holton FFA Advisor

725 Iowa Ave
Holton, Kansas 68435



info@thepinesofholton.com
T 785/364-3314

To whom this may concern:

I am writing this letter of reference on behalf of Madeline Bontrager. As Madeline's employer I have witnessed many of her outstanding leadership abilities and skills. While caring for our community's elderly she stands out in many ways. She cares deeply for our residents and is there not only to care for them but make a difference in their lives.

As an employer who strives to make a difference in the future of long-term care, we recognize that Madeline's values are those of our future. She is always willing to take on any task and encourages her teammates. She has a true understanding of the full circle of care and the kind of leadership it takes to achieve those goals. She takes time to build relationships and understands the importance of continuity of care.

I have watched Madeline grow in her journey and am confident she will be an exceptional team player in any aspect of her future. She is very attentive to each resident's individual needs and preferences. Her compassionate and dedicated caregiving qualities are outstanding.

Sincerely,

Nikki Brock, Owner
The Pines of Holton

3/10/25

To whom it may concern,

This is a letter of recommendation for Maddy Bontrager who is competing for a FFA Proficiency Award. I am the manager at Cecil K's Hometown Market and have been Maddy's employer for the last 5 years.

Maddy has been an extremely valuable employee in the time she has been with Cecil K's. Maddy was 13 when she started her employment here. First as a cashier/bagger and then transitioned into the meat department. Maddy was a huge asset during the 2020 Covid pandemic. When it was difficult to find people to come to work, Maddy was always here. She never misses a scheduled shift and always arrives early. She gets along great with all coworkers and greets all customers with a smile. Maddy is always willing to do what is asked of her.

To be honest, I don't know much about the FFA Proficiency Award that she is competing for. However, if this award is to be presented to an individual that is determined, diligent and just a pleasure to be around, I think you'd have a hard time finding someone as deserving as Maddy.

Sincerely,

Jeff Hilliard

Store Manager

Cecil K's Hometown Market

423 Arizona Ave

Holton, KS 66436

Jeff.hilliard@cecilk.com