

2024 ND FFA State Convention – Advisor Assignments

I. Convention Hall Coordination

Convention Coordinators

- Script Manager – Kristi Tonnessen
- 2024 Chairperson – Kristi Tonnessen
- 2025 Chairperson – Missy Hansen
- 2026 Chairperson – William Fritz
- 2027 Chairperson-Cheyenne Ketterling

These Advisors carry the responsibility that every convention session is conducted in a professional manner. Each year, one new person will be added to the coordinators list and reassign the current year's chairperson. All three coordinators will serve as co-chairpersons for the current year and will work together to achieve a smooth-running convention. **K. Tonnessen** is the "Keeper of the Script". Working with directly with Livewire's Production Manager and State Office Staff, she is to make sure that the script and all results are ready for the officers for each session. All advisors in **Group I** will take their instructions from the coordinators and will report to them immediately, any difficulties they might have.

Group I Convention Coordination Committees

<u>Backstage Operations</u>	<u>Chorus</u>	<u>Courtesy Corps</u>
Gabes Kieffer – Co-Chair	Marty Campbell	Marty Campbell – Chair
Ashley Bachmeier – Co-Chair		Lane Bell
Hannah Gress		Calista Heley
Brooke Kuntz		
Alicia Lund		
Heather Riemer		

Specific Instructions:

1. The Convention Coordinators will work with each other and Livewire to achieve a smooth-running convention. Be sure that everything is ready to go before the start of each convention session. You are the "Directors", do not take anybody's word for it - rehearse! If State Officers tell you they are ready for their part in a ceremony, say "That's fine, now let's hear it." Keep rehearsals moving and do not excuse any of those involved until you are satisfied with the outlook of the session. **K. Tonnessen** oversees the master script and is to make sure all blanks are filled, names are correct, awards & sponsors are ready, etc. **The first meeting between the State Officers and Convention Coordinators will be Monday at 4:00 PM. Coordinators will schedule the practices to ensure all are ready for each session. Convention Coordinators, State Officers, and Livewire rehearsals are Tuesday from 2:45 – 4:45 pm, and Wednesday from 1:00 pm – 4:00 pm.** Due to the first session on Monday night, officers, Livewire, and state staff will have met and completed rehearsal.

2. Stage crew – **Kieffer, Bachmeier, Gress, Riemer, Lund, and Kuntz** oversee all stage props, awards & tables, ribbon packets, and banners. They will work very closely with Livewire and the convention coordinators to manage all stage activities. They will work with a crew of assigned courtesy corps members to ensure that the convention hall is ready before each session. Your committee is responsible to get tables/people on and off stage. Kieffer & Bachmeier will develop a schedule that includes a rotation of everyone.

3. **M. Campbell** will Chair the courtesy corps. **Bell and Heley** will work closely with her to organize and supervise the work of courtesy corps members. Orientation is scheduled for Monday at 5:30 PM in the BBFH Foyer. Arm Bands will be provided for the members to wear and must be collected on Thursday.

The courtesy corps shall: Re-align chairs in the convention hall, pick-up garbage, place seating tents, lights, staging, and ushering (before, during, and after each session). They will take charge of all exits and limit in and out traffic during convention sessions. It shall be their responsibility to see that the convention hall is clean, orderly, and ready for each activity. At the close of each session, they shall get the convention hall ready for the next session. They will assist all guests especially for Parents' Day activities including distributing programs, assisting with seating, and monitoring the doors. Courtesy Corps members may be assigned to the stage crew and the convention office. They will help with CDEs as requested.

M. Campbell will coordinate the awards with the help of the team and turned in electronically to the office on Thursday by noon so it can be entered in the script and presented Thursday afternoon.

5. **M. Campbell** will work with the choral director, **Shawn Neisen**. They will work with **M. Campbell** and the courtesy corps for help with risers, etc. Keep attendance at all rehearsals and present chorus pins (get from Back Stage Crew) after the last performance. Work with members who may need to participate in other convention activities. A list of all chorus participants needs to be handed into the office. Chorus Rehearsal is in Music Education 122.

6. Convention Coordinators will oversee all talent for the convention sessions along with the talent committee. **Nikki Fideldy-Doll** will coordinate selected acts for session entertainment with **K. Tonnessen**. Be sure to work with Livewire so that there is optimum display of students' talents. Rehearsal time for all talent is scheduled by state staff in advance, shared with those who were asked to perform, and a schedule is given to convention coordinators.

II. Delegate Committee Assignments:

<u>Delegate Committee Assignments</u>	<u>Advisor</u>	<u>State Officer</u>	<u>Meeting Room MU</u>
1. Screening Committee	David Leier (Lead) Christine Fannik	None	Badlands Room Holding Area: Seating outside room.
2. State Program of Activities	Jeff Bjugstad	Ryan Slaubaugh	Hidatsa
3. Auditing	Nikki Fideldy Doll, JoDee Free	Ian Dukart	Room of Nations
4. FFA Week Interactions	Jeremy Carkuff	Ireland Watterud	Nueta
5. SAE Promotion & Recognition	Missy Hansen	Anna Hauge	Prairie
6. State Officer Interactions	Callahan Lemar	Ty MacDonald	Rose
7. Transparent Communication	Bill Zingg	Annaliese Rauschenberger	Meadow
8. Non-Competitive FFA Events	Amanda Huettl	Jack Stoppleworth	Sahnish

General Instructions: The State FFA Association operates for the best interest of the members. FFA depends upon the advisors assigned to each committee to help guide the works of the committee so that all necessary work is accomplished, and all discussion is completed on the assigned topics and that a committee report is finalized. Your participation in the actions of these committees is very important to the success of our convention. Each committee is to give a report on their discussions and conclusions. Any actions recommended by the committee must be presented as "New Business".

I. Officer Screening Committee - screen and nominate 2024-2025 officers. Monday at 12:30 pm **Fannik and Leier** should meet for as long as necessary with committee members in the Badlands Room in the Memorial Union prior to the first set of interviews. The area outside of the room is available as a holding area during the interview process. The committee shall oversee items/questions for each round. **Smith** will serve as manager of the process to oversee posting interview schedules each day and coordinating between the holding area and interview room. The final decisions should be a minimum of two people whom you recommend for each office of president and secretary. The number you recommend for the other five offices will, of course, be partially determined by the competition. At least one nomination should be made for each by the Screening Committee. Above all, make sure that the candidates fully understand and subscribe to the agreements which they signed as a part of their state officer applications. The Badlands Room of the Memorial Union will be the headquarters for the officer screening committee.

Timeline of Committee Work (EXCEPT Screening Committee)

Monday

2:30-3:30 pm – Delegate Chairpersons & Advisors Meeting – Memorial Union – Sahnish Room

5:15 pm – Delegate Orientation – BBFH – Break into committees – Dismiss to Memorial Union Rooms

Tuesday

5:00 pm - All Committee Reports Due – Except Screening Committee – Must be turned into the State Office via Google Drive.

COMMITTEE REPORTS

Tuesday – 7:00 pm – All committee reports during convention session, except screening.

Wednesday – 7:00 pm – Screening Committee Report during convention session.

III. Housing and FFA Foundation Banquet/Meal

<u>Housing Chair</u>	<u>ND FFA Foundation Sponsor & Parent Meals/Banquet</u>
Bill Fraizer – NDSU	Darin Spelhaug
Nikki Fideldy-Doll	Kristi Tonnessen
All Advisors	Beth Allen, Kayla Hart
	Nikki Fideldy-Doll, Breanna Mueller

Specific Instructions

1. Housing – Fraizer will secure housing staff to be hired for the duration of the convention. **N. Fideldy-Doll, B. Mueller & State Officers** will meet with hall directors and housing staff on Sunday in the Bentson Bunker at 7:30 pm. Housing staff will carry out responsibilities assigned by the housing committee.

2. All Advisors - are responsible for the overall conduct of students in their dormitory area and to serve as an authority to enforce the housing rules. Responsibility will include the nightly room checks beginning 15 minutes prior to lights out. All Advisors are to assist and will be assigned to room check duties. Each advisor is responsible for his/her group and is also expected to stop any irregularities by any member or group if their advisor is not present. Any problems should be reported to the chapter advisor and/or State Staff if needed. Contact information for all advisors can be found at www.ndffa.org/teacher-directory

Chapter check in - Monday - 11:00 am – 2:00 pm. Chapter checkout will be on Thursday starting at 10:15 am. **All checkouts will be express checkout.**

Convention Housing Rules, Parking & Expectations:

1. Everyone is to be in sleeping quarters 15 minutes prior to lights out. Lights out Monday are at 10:45 pm, midnight on Tuesday and 11:30 pm on Wednesday.
2. No smoking permitted on the NDSU campus.
3. Chapter advisor or other responsible adult will use the same housing facilities as members and be responsible for the group observing convention rules.
4. Beds are to be made, personal belongings put away and rooms neatly kept.
5. Illness is to be reported immediately to the FFA Headquarters Office at 701-870-4119 between 8 am - 5 pm. After hours call Sanford Medical emergency 701-417-2000. For other emergencies call campus police 701-231-8998.
6. NDSU and the ND FFA Association is not responsible for damaged, lost, or stolen personal items.
7. Each person will be held responsible for damage to facilities to which he/she is assigned. The advisor and students are to check facilities with proctor on arrival and departure. Damages not recorded at check-in will become the responsibility of the chapter.
8. Cars, Vans & Mini-Buses (<15 passenger) may be parked in lots HR, east R or RE and buses are to be parked in the east side of R or the West side of HR. Please observe campus traffic and parking regulations. There will be no FFA parking in the lot (CF lot) immediately west of Bentson Bunker. Guests can pay to park in the Visitor E Lot or the MU Lot. They can pay online: https://www.ndsu.edu/parking/contractors_vendors/passport_mobile_parking_app/
9. Advisors and members are accountable to each other to obey the FFA Code of Ethics, FFA State Convention Policies and Expectations, North Dakota FFA Student Permission Form, and NDSU Waiver Form.
10. Housing staff will post the times they will be at their stations.
11. Each advisor should have knowledge of fire evacuation procedures and tornado evacuation areas.

Dining Center Meals, Dress, Sponsor/Parent Reception and Dinner:

Advisors are to be appropriately dressed for all convention events and activities. No headgear may be worn by students and advisors in the convention hall, or during any CDEs/LDEs. **Business casual dress for advisors is expected for all convention sessions however business professional is highly encouraged as our students will be in official dress and many guests will be in attendance.**

1. **Beth Allen & Nikki Fideldy-Doll** will arrange for the Sponsor/Parent Reception and Dinner on Wednesday. **D. Spelhaug, & K. Tonnessen** will collect tickets/sign in guests and should be set up by 4:00 pm. Advisors are welcome to visit with parents at the reception but are asked to eat at the Residence Dining Center unless they have purchased a ticket for this dinner.

2. **M. Campbell** and the courtesy corps will help as requested for the Wednesday banquet meal. Caps and Hats will not be worn at meals. This applies to Advisors as well as students.

IV. Recreation, Student Success Workshops, Talent, and Dance

Memorial Union Supervision

<u>Memorial Union</u>	<u>James Jansen—Co-Chair</u>	<u>Evan Mellmer—Co-Chair</u>	
Cassidy Bishop	Alan Geiger	Ben Krebs	Adam Riddle
Jeff Bjugstad	Seth Haugland	Zach Krein	Cohl Ringler
Tony Boehm	Breanna Heaton	Laura Morken	Daniel Ryba
Mack Buckmier	Calista Heley	Jason Mongeon	Brian Schneider
	Natalie Janzen	Audra Montgomery	Trevor Steeke
Troy Enga	Graysyn Kitts	Kay Poland	Garrett Stroklund
Karagan Friedt		Sam Poland	

SPECIAL INSTRUCTIONS:

- Recreational activities are available to members when they are not involved in regularly scheduled convention activities. Advisors assigned to this group must work out schedules and report any problems to **Jansen & Mellmer**. Remind students that the reason they are at NDSU is for the convention.
- Jansen & Mellmer** will set up a schedule for supervision at the Memorial Union. Shifts should be setup so that there is always a minimum of **five** Advisors in the Union during scheduled hours. Periodic checks should be made to discourage use of the Union at times other than free time. Members' conduct must be supervised throughout the MU complex. Please help keep the area clean.
- The Memorial Union Thundar's Game Room schedule is as follows:
 - Monday - 11:00 am -10:00 pm – Schedule advisors starting at 7:00 pm
 - Tuesday - 11:00 am -11:30 pm – Schedule advisors starting at 7:00 pm
 - Wednesday - 11:00 am -11:30 pm – Schedule advisors starting at 7:00 pm
 Bowling, snacks, and video games will be available.

Student Success Workshop Monitors

<u>Natalie Wibe – Chair</u>			
<u>Tuesday, June 4</u>			
Brady Coleman	Mike Kamrath	Cohl Ringler	Brian Schneider
Amanda Huettl	Joe Odermann	Ryan Sand	Johnna Varty
<u>Wednesday, June 5</u>			
Iris Dukart	Jason Mongeon	Scott Wisness	Zach Wiest
Sara Jo Geiseke	Avery Roth		

Tuesday, June 4 at 8:30, 9:15, and 10:15 am in the Memorial Union – Hidatsa/Sahnish

Wednesday, June 5 at 8:00, 8:30, 9:30, 10:30, and 11:30 am in the Memorial Union – Oceti Sakowin Ballroom B and Hidatsa

Wibe will set up a schedule for supervision and introduction of the speaker at each student success workshops. Be sure there are a **minimum of two advisors** in the room for each workshop.

Talent Show – College & Career Street Fair

Bailey Hawbaker-Chair	
Brooke Kuntz	NDAAE Intern – Dalton Wheeler
Ryan Sand	
Trevor Steeke	

Hawbaker will coordinate the talent show on Tuesday from 1:00 –4:00 pm (time varies depending on the number of talent acts) during the College & Career Street Fair. Acts will perform every 20-30 minutes and you will coordinate with Dude Walker Music on Wheels for sound. You will serve as the judges for the talent show acts (unless they have a participant performing) that perform during the Talent Show. Utilize the Talent Handbook and scorecards. **Hawbaker** will turn results into the state convention office.

Swing Dance Lessons, Cornhole Tournament, and Dance Tuesday – Memorial Union – 9:15 pm

<u>NDAAE District 3 & 1 VPs – Co-Chairs</u>
District 3: William Fritz & District 1: Bailey Hawbaker
All District 3 & 1 Advisors

District 3 & 1 Advisors will supervise the Swing Dance Lessons, Cornhole Tournament and Dance. All FFA members are required to be wearing a convention wristband to attend. No food or beverages are allowed on the dance floor. Attending guests will be provided a courtesy pass and will have a wristband. Advisors cannot allow non-members to attend. Supervision of students is very important for these activities to be successful and to continue. A rotation of FFA districts for supervision will be used. NDAAE district vice presidents will serve as co-chairs.

Future Supervision Rotation		
Year	East	West
2024	3	1
2025	4	2
2026	5	7
2027	6	8
2028	3	1

V. Career Development Events (CDEs)

All CDE Chairs – A banker box(es) for your CDE is in the state convention office **BBF 203**. Please pick up the box from the convention office the day before your event or the day of if your event is mid-day or later. Take scan sheets and scores sheets to the **Judging Card Tabulation Room BBF 29** and return the box to the state convention office.

All CDE locations are subject to change.

AGRICULTURAL COMMUNICATIONS: 8:00 am Tuesday; 1:15 Team Presentations

Location: A. Glenn Hill Center 112, 122, 130/132, 234, and 240

Kristin Harner	NDSU Extension	Ag Communications Director	

Cameron Young	Mitchell Becker	Dr. Adam Marx	Co-Chairs
Ag Comm Workers			
Marty Campbell	Allison Nord	Samantha Schmoker	Trevor Steeke
	Adam Riddle	Lance Schoenwald	Stephen Wharton
Callahan Lemar			Bill Zingg

All tabulations will be handled by the Workers and Chairs for this event. Kristin Harner is the NDSU contact. **Young/Becker/Marx** will submit a copy of the results to the convention office. Results are to be posted in BBF Room 203 for verification.

AGRICULTURAL TECHNOLOGY & MECHANICAL SYSTEMS: Basic, Intermediate & Advanced

Van Es 101 & Service Center—all levels. For 2024, other facilities will be used due to construction.

SPECIFIC INSTRUCTIONS

1. These groups are responsible for conducting all ag mechanics skills activities as assigned in cooperation with Matthew Olhoft, Leon Schumacher, and their staff at Bio Systems Engineering Department. **Krein/Krebs/Martin/Deck will serve as overall Chairmen. Krein, Martin, Krebs, & Deck** will handle registration for their respective divisions. **Johnson & Vandehoven** will work with the Tabulations committee in scoring all three events. Plan with **Campbell**, for courtesy corps members to assist with these CDE's if needed, but there are plenty of advisors assigned to help.
2. Committee Members – Report to your Chairmen for your specific assignment. You should not have any assigned conflicts that will keep you from participating in this event. It is very critical that you are there to serve. **Krein, Martin, Krebs, & Deck** will assign specific duties and work out any conflicts with committee members.
3. Written exams for all Ag Tech & Mech areas will be part of the event rotation during the day.

Matthew Olhoft	NDSU	Leon Schumacher	NDSU
<u>Tabulations:</u>	Eric Johnson	Jenny Vandehoven	Co-Chairs

ADVANCED AG TECHNOLOGY & MECHANICAL SYSTEMS CDE: 7:30, 10:00, 1:30 Tuesday

Zack Krein– Co-Chair	Pete Martin – Co-Chair		
<u>Advanced Workers:</u>	<u>7:00 AM Report</u>		
Nick Bettenhausen	Daniel Deck	Ben Krebs	Isaac Ripplinger
Jeff Bjugstad	Katherine Filler	Evan Mellmer	Ben Seidler
Joel Branvold	Sara Jo Gieseke	Kay Poland	Garrett Stroklund
Paul Buchholz	Lee Hetlevedt	Levi Reese	Tanner Zetocha
Jeremy Carkuff	Stephen Kessler		

INTERMEDIATE AG TECHNOLOGY & MECHANICAL SYSTEMS CDE: 7:30 am Wednesday

Ben Krebs - Chair	<u>Intermediate Workers:</u>	<u>7:00 AM Report</u>	
Lane Bell	Mike Kamrath	Audra Montgomery	Daniel Ryba
Brittany Binstock	Stephen Kessler	Joe Odermann	Tanner Zetocha
Joel Branvold	Zach Krein	Levi Reese	Bill Zingg
Daniel Deck	Pete Martin	Cohl Ringler	
Lee Hetlevedt	Evan Mellmer	Isaac Ripplinger	

BASIC AG TECHNOLOGY & MECHANICAL SYSTEMS CDE: 1:30 pm Wednesday

Daniel Deck - Chair	Basic Workers:	1:00 PM Report	
Joel Branvold	Carson Houser	Pete Martin	Cohl Ringler
Paul Buchholz	Mike Kamrath	Evan Mellmer	Daniel Ryba
Mack Buckmier	Stephen Kessler	Joe Odermann	Ryan Sand
Samantha Doneen	Ben Krebs	Sam Poland	Zach Wiest
Lee Hetlevedt	Zach Krein	Levi Reese	Tanner Zetocha

DAIRY CATTLE EVALUATION AND MANAGEMENT: 7:30 am Tuesday

Gate City Bank Auditorium, Shepperd Arena, & Dairy Barn (Horse Park if Raining – Decision must be made by 7:15 am)

Todd Molden	NDSU Dairy Barn	Coordinator
Cheyenne Ketterling	Riston Zielke	Co-Chairs
Dairy Cattle - Workers		
Mack Buckmier	Breann Heaton	Sam Poland
Samantha Doneen	Carson Houser	Rebecca Schmidt
Shawn Feiring	James Jansen	Colbey Steeke
Alan Geiger	Natalie Janzen	Zach Wiest
Seth Haugland		Scott Wisness

SPECIFIC INSTRUCTIONS

- Ketterling & Zielke** will work with **Molden** to coordinate the CDE. They will help set up classes, collect official placings, and check for proper scoring cuts used. **Ketterling & Zielke** will arrange for transportation to and from the Dairy Barn. They will work with official reasons takers and deliver reason spreadsheets to the tabulators. Collect scan cards before the students get on the bus.
- Ketterling** will work with the squad leaders and divide participants into three squads. No two members from the same chapter are to be in the same squad. **Zielke** will give instructions to participants prior to the start of the CDE. Squad Leaders shall enforce all rules of conduct for official state activities. **Ketterling and Zielke** will coordinate routing for reasons at the Dairy Barn.
 - Squad leaders will report 15 minutes before the CDE is scheduled to begin.
 - Working with the co-chairpersons, they will assist in assembling the participants, as they complete registration and divide them into three squads.
 - Before judging starts, call the numbers of the Individuals assigned to your squad. Check to make sure that each participant is in the proper squad. Get a list of numbers in each squad from the registration committee.
 - Keep members of squads together during the event.
 - Enforce the CDE rules. Have participants write and bubble their name & chapter on scan cards.
 - Make sure that all participants have an equal opportunity to view each class or sample. Be sure they know the class name and which portion of the scan card to use.
 - Squad leaders will keep time for their squads, giving a two-minute warning, calling time, moving the squads to the next class at the proper time, and collecting the scan cards.
 - Arrange the scan cards in numerical order and have them delivered promptly to the scoring committee.

DAIRY CATTLE HANDLERS: 8:00 am Tuesday

Dairy Barn & Shepperd Arena

Emily Casner	Brandon Quam	Brooke Kunz	Co-Chairs
Handler - Workers			
Jason Mongeon			

- Casner, Quam, Kunz, & Mongeon** will coordinate dairy showmen and provide holders for the dairy judging classes. They will evaluate and rank the showmen and select one individual to compete at nationals and one alternate. This is your event.

2. Scorecards will be used. They will be returned to the contestants with comments and suggestions on.

ENVIRONMENTAL & NATURAL RESOURCES CDE: 8:00 am Wednesday

A. Glenn Hill Center 112, 122, 234

Desi Severance	Tanasha Wanner	Co-Chairs	
ENR Workers			
Tony Boehm	Danielle Hannon	Samantha Schmoker	Misty Steeke
Troy Enga	James Jansen	Brian Schneider	Sarah Wendt
Alan Geiger	Kay Poland	Lance Schoenwald	Natalie Wiebe
Hannah Gress	Ryan Sand	Ben Seidler	

Severance and Wanner will make assignments.

FARM & AGRIBUSINESS MANAGEMENT CDE: 3:00 pm Tuesday

Sudro 21 & 22

Lane Moellenkamp	Brian Schneider	Co-Chairs	
Farm & Agri. Management Workers			
Calista Heley	Erik Johnson	Audra Montgomery	Avery Roth

Moellenkamp & Schneider will make assignments.

FLORICULTURE: 7:30 am Wednesday

Loftsgard Atrium; Loftsgard 102, 102, 104, 114, 116, 380 Conference Room. Walster 204, 217, 220, 221. Greenhouses.

Barb Laschkewitsch	NDSU Coordinator		
Paul Buchholz	Leah Kessler	Co-Chairs	
Floriculture Workers			
Cassidy Bishop	Karagan Friedt	Natalie Janzen	Jared Lovro
Jeremy Carkuff	Bailey Hawbaker	Gabes Keifer	Lane Moellenkamp
Samantha Doneen	Breann Heaton	Brooke Kunz	Allison Nord
Iris Dukart	Calista Heley	Macey Kleinjan	Garrett Stroklund
Marita Erman	Amanda Huettl	Melaree Lee	Adam Riddle
		Callahan Lemar	Stephen Wharton

This group will handle all aspects of this CDE. **Buchholz & Kessler** will work closely with Laschkewitsch to put on the CDE and make the assignments.

FOOD SCIENCE & TECHNOLOGY CDE: 12:15 pm Tuesday

Memorial Union: Oceti Sakowin Ballroom A & B, Neuta, Prairie Rose, Meadow, Lark, Anishinaabe Theater, Sahnish

Julie Garden-Robinson	NDSU Food Science	Coordinator	
Co-Chairs			
Tony Boehm	Tony Boehm	Melaree Lee	
Food Science Workers			
Cassidy Bishop	Karagan Friedt		Misty Steeke

Emily Casner	Hannah Gress	Alicia Lund	Tanasha Wanner
Iris Dukart	Breanna Heaton	Heather Riemer	Sarah Wendt
Marita Erman	Amanda Huettl	Desi Severance	Natalie Wibe
Haley Filipek	Carissa Spelhaug		
JoDee Free			

From registration to tabulations this is your event all the way. **Boehm, Lee,** will make assignments.

MILK QUALITY AND PRODUCTS: 12:00 pm Wednesday

A. Glenn Hill Center 110, 112, 122, 126, 130, 130/132

Laurie Geyer	NDSU Coordinator	April Linstaedt	Cass/Clay
Jeff Bjugstad	Shawn Feiring	Co-Chairs	
Milk Quality Workers			
Jeremy Carkuff	Brooke Kuntz	Brandon Quam	Colbey Steeke
Emily Casner	David Leier	Darin Spelhaug	Trevor Steeke
Iris Dukart	Alicia Lund	Cora Smith	Johnna Varty
Troy Enga			Riston Zielke

Bjugstad & Feiring will make assignments for this CDE. Others assigned will assist with directing the CDE including scoring, tabulating, and ranking.

MEATS SELECTION: 8:00 am Thursday

Shepperd Arena

Eric Berg	Erin Beyer	NDSU Coordinator	
Bailey Hawbaker	David Leier	Carson Houser	Co-Chairs
Rick Vannett			
Meat Evaluation Workers			
Nick Bettenhausen	Iris Dukart		Colbey Steeke
Britany Binstock	Christine Fannik	Sam Poland	Scott Wisness
Cassidy Bishop	Shawn Feiring	Brandon Quam	Cam Young
Brady Coleman	Alicia Lund	Daniel Ryba	Riston Zielke

1. NDSU staff will set up the classes, make the official placings and determine the cuts.
2. **Hawbaker, Leier, Vannett, and Houser** will establish the rotation of students and determination of squads. Other committee members will serve as squad leaders and for other activities as needed.
3. A practice session will not be held Wednesday June 5th from 3:00 – 5:00pm in Shepperd Arena.

NURSERY/LANDSCAPE: 1:30 pm Wednesday

Loftsgard Atrium; Loftsgard 102, 102, 104, 114, 116, 380 Conference Room. Walster 204, 217, 220, 221. Greenhouses.

Dr. Todd West	NDSU Coordinator		
Carissa Spelhaug	Mitchell Becker	Co-Chairs	
Nursery/Landscape Workers			

Brady Coleman	Seth Haugland	Graysyn Kitts	Scott Wisness
Christine Fannik	James Jansen	Isaac Ripplinger	Cam Young
Haley Filipek	Leah Kessler	Stephen Wharton	Bill Zingg
Katherine Filler			

This group will handle all aspects of this CDE. **Spelhaug & Becker** will work closely with Dr. West to run the nursery/landscape event.

On Tuesday, June 6 at 3:00pm, Dr. West will conduct a NDSU Campus Nursery/Landscape Woody Plant ID walk as a review for FFA members and any advisors who wish to participate. Meet at the Loftsgard Main Entrance.

SMALL ANIMAL CARE & TECHNOLOGY: 8:00 am Thursday

Gate City Bank Auditorium

Marita Erman	Sarah Wendt	Co-Chairs	
SACT Workers			
Troy Enga	Danielle Hannon	Melarie Lee	Kay Poland
Karagan Friedt	Natalie Janzen	Jason Mongeon	Rebecca Schmidt
Alan Geiger	Graysyn Kitts	Laura Morken	Samantha Schmoker
		Allison Nord	Tanasha Wanner

Erman & Wendt will make the assignments.

VII. AGRISCIENCE FAIR: Tuesday 7:30 AM

Memorial Union – Oceti Sakowin Ballroom B

Dr. Brooke Thiel	NDSU Coordinator	
Heather Riemer	Chair	
Agriscience Fair Workers		
Brady Coleman	Jared Lovro	Avery Roth
Calista Heley	Laura Morken	Misty Steeke

A mandatory fair exhibitor meeting will be held Monday at 3:00 – 4:15pm in Anishinaabe Theater. Students should bring their boards with them to turn them in. If they submitted them to be printed, then those will already be there. Advisors should assist students with setting up their displays on Tuesday at 7:00 am in the Oceti Sakowin Ballroom B of the Memorial Union. Provide judges with materials and assist as needed. Winners are in each division and at each level. The judges are asked to select which division winners merit the right to apply and advance to National Competition. Results are to be handed in at the state convention office in BBF 203.

SCORING AND TABULATIONS

Bentson Bunker Fieldhouse 29

Jenny Vandehoven, Mitchell Becker, JoDee Free – Co Chairs

Advisor	Mon PM	Tues AM	Tues PM	Wed AM	Wed PM	Thurs AM
Jenny Vandehoven						
Mitchell Becker		NA			NA	
Emily Casner		NA	NA			
JoDee Free			NA		NA	
Bailey Hawbaker			NA	NA		NA
Erik Johnson			NA			
Melaree Lee			NA	NA		NA

David Leier					NA	NA
Desi Severance			NA	NA		

****NA = Not Available**

Specific Instructions

1. **Vandehoven, Becker, and Free** will take care of those necessary details involving rooms, score sheets, computers, etc. whatever is needed.
2. **Vandehoven, Becker, and Free** will coordinate the entire operation so that:
 - a. All official placings entered in Judging Card or given to scorers.
 - b. Score cards scanned and checked for errors.
 - c. All CDE's are tabulated.
 - d. Results are saved to a memory stick if not part of the Judging Card System
 - i. Number of Schools Participating
 - ii. Number of Individuals participating
 - iii. Number of Teams participating
 - iv. Individual results
 - v. Team results
3. Results are to be posted in the convention office (BBF 203) for advisors to validate. No students can enter the tabulation room.
4. Verify member's names with the team's certification form.
5. Tabulations Committee Members will report to room 29 of the Benson Bunker Building where **Vandehoven, Becker, and/or Free** will give instructions and will determine the work schedule. They will determine who is needed in the tabulations room. This committee is to score cards and enter them into the computer for tabulations. Determine all individual and team scores, cross checking entries for accuracy and rank teams and individual's gold, silver, and bronze. Turn results into the convention office (BBF 203) and keep the tabulations room secure.
6. Post results in the convention office (BBF 203) for advisors to view, not to take. At no time will students (including Courtesy Corp members) be allowed in the tabulations room. All results are strictly confidential until announced on stage.