

AGRICULTURAL EDUCATION
SUMMER SAE
COURSE RECOMMENDATIONS

Minimum Requirements:

1. Minimum of 15 students enrolled (state requirement-average of all summer classes offered locally in School Corporations).
2. SAE class must be tuition free to students (state requirement) with legal settlement in the corporation.
3. Supervising teachers are the local properly licensed Agricultural Education instructors.
4. Site visits of SAE Programs are 1 ½ to 2 hours per student; 2 visits per student minimum.
5. Using record books or computerized SAE Record Keeping Systems are required for a grade and credit to be issued.
6. Eight (8) weeks minimum with a full day length, course time, student time, teacher time and teacher's contract. The estimated cost report for Summer school should be submitted on the appropriate DOE form by April 2, 2012. This is usually completed by a local superintendent and sent in to the Summer School Program at the Indiana Department of Education. The Supervised Agricultural Experience course number is 5228 and is a category 1 summer school approved course. Funding is based on instructional cost to the district, not on student enrollment counts.
7. Some in classroom will be required even if students are continuing agriculture students with SAE's and are familiar with and have expertise with record books/software, on-line records, etc.
8. Minimum outcomes are listed below as students must be able to cite:
 - a. 10 new skills learned and attained and hours per skills
 - b. List Goals of 6 problems/practices/activities/improved and how you reached each of them.
 - c. Participation in at least 2 improvement projects at home, farmstead, or placement or complete a community service of at least ten hours. Projects should improve the beauty, value, or efficiency of the location, enhance student skills, and/or improve the community.
 - d. A signed SAE letter of agreement between teacher, parent or employer, and student that clarifies what is expected and who will do what.
 - e. Any special circumstances that had a major impact on your achievements in your SAE Program.
 - f. What leadership skills did you learn which would improve your career goal during Summer SAE.
9. Completion of the final report should be returned to the DOE on or before September 14, 2012 by the Superintendent.

Samples of a Local List of Additional SAE Recommended Requirements:

1. The Agricultural Education Instructor must approve each student's program as an official SAE. The SAE program can be either entrepreneurship or placement; however, exceptional exploratory or experimental projects must be approved. A variety of the above areas may also be used for the students SAE program. Each student must accumulate a minimum of 80 hours or approved work in their experience(s) area. This work should not be the same for all 80 hours. Thus, the student must be exposed to new learning experiences throughout the duration of the class. Most of our students should have several hundred hours of work experience under supervision / instruction over the length of the summer program and have learned several new skills. Teachers are expected to visit students on-site at least twice.
2. Conduct an SAE field trip to various production and placement sites. This could include sites from current or previous agricultural science and business students or potential sites for the future.
3. Each student must keep a daily log of experiences and competencies gained.
4. Each student is encouraged to attend at least one session of the Indiana FFA State Convention in June. Many of the awards and recognition given are a direct result of excellence in an SAE program such as the proficiency and degree sessions.
5. Records are to be kept in book form or class members must keep computer SAE or on-line records.
6. Each student will fill out an application for the next highest FFA degree that they can obtain and a proficiency application in the area related to their SAE program.
7. Offer two summer meetings on SAE topics. For students not already exposed to SAE and a record system, in-school meetings (classes) must be held. All students will have some in-school class time to set-up records, check progress of program and skill development, and to complete a final report of their program over at least an eight week period.
8. Participation in summer leadership and service activities is encouraged and can be used to improve a student's grade.
9. Grades should be determined using criteria based on the extent to which course requirements are met. Accommodations should be made to serve the needs of students for their present situation.
10. A report regarding the positive learning experiences should be submitted to Summer School Coordinator and/or Superintendent/School Board.

Revised 2/7/12