

**CONSTITUTION AND BY-LAWS  
HEART OF TEXAS (DISTRICT 5)  
AREA VIII  
TEXAS ASSOCIATION  
NATIONAL FFA ORGANIZATION  
(DECEMBER 2017)**

**ARTICLE I. NAME AND MISSION STATEMENT**

**Section A** - The name of this organization shall be the Heart of Texas District (District 5) Association of the Area VIII Association of the Texas Association of the National FFA Organization. The letters FFA may be used to designate the Association, its activities or members thereof.

**Section B** - The Mission Statement and Strategies of this district are as follows:  
FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education.

**TO ACCOMPLISH THIS MISSION, FFA:**

1. Develops competent and assertive agricultural leadership.
2. Increases awareness of the global and technological importance of agriculture and its contribution to our well-being.
3. Strengthens the confidence of agriculture students in themselves and their work.
4. Promotes the intelligent choice and establishment of an agricultural career.
5. Encourages achievement in supervised agricultural experience programs.
6. Encourages wise management of economic, environmental and human resources of the community.
7. Develops interpersonal skills in teamwork, communications, human relations and social interaction.
8. Builds character and promotes citizenship, volunteerism and patriotism.
9. Promotes cooperation and cooperative attitudes among all people.
10. Promotes healthy lifestyles.
11. Encourages excellence in scholarships.

## **ARTICLE II. ORGANIZATION**

**Section A** - The Heart of Texas District Association is a chartered District Unit of the Area VIII Association of the FFA , which is chartered by the Texas and National FFA Organization.

**Section B** - This association accepts in full, the provisions in the constitution and by-laws of the Area VIII Association of the FFA, as well as those of the Texas and National FFA Organization.

## **ARTICLE iii. MEMBERSHIP**

**Section A** - Membership in the Association shall be of three kinds:

- (1) Active
- (2) Alumni
- (3) Honorary, as defined by the National FFA Organization's constitution.

Honorary members shall not vote nor shall they hold any office in the Association except that of advisor.

**Section B** - There will be 21 officially chartered FFA chapters, in good standing, that are members of the Heart of Texas District FFA Association.

The list of these chapters are as follows:

<b>Abbott</b>	<b>Groesbeck</b>
<b>Aquilla</b>	<b>Hillsboro</b>
<b>Axtell</b>	<b>Hubbard</b>
<b>Bosqueville</b>	<b>Mart</b>
<b>Bynum</b>	<b>Methodist Home Boys Ranch</b>
<b>China Spring</b>	<b>Mexia</b>
<b>Coolidge</b>	<b>Mt. Calm</b>
<b>Corsicana</b>	<b>Penelope</b>
<b>Dawson</b>	<b>Riesel</b>
<b>Gholson</b>	<b>Robinson</b>
	<b>West</b>

**Section C** - Each local Chapter is entitled to send a delegate or delegates from its active membership to the district meetings. Chapters with an active membership in excess of 0 are entitled to send delegates to the district meetings as outlined in the formula below:

Chapters shall be allowed to have one delegate for every 50 active members.

**EXAMPLE:**

<b>ACTIVE MEMBERS</b>	<b>DELEGATE COUNT</b>
1-50	1
51-100	2
101-150	3
151-200	4
201-250	5
251-300	6
301-350	7
351-400	8
401-450	9
451-500	10
501-550	11
551-600	12

**ARTICLE IV. EMBLEMS**

**Section A** - The emblem of the National FFA Organization shall be the official emblem of the district.

**Section B** - Emblems used by the member shall be designated by the National FFA Organization.

**ARTICLE V. MEMBERSHIP DEGREES AND PRIVILEGES**

**Section A** - There shall be five (5) degrees of active membership in the Heart of Texas District Association:

- (1) Discovery FFA Degree
- (2) Greenhand FFA Degree
- (3) Chapter FFA Degree
- (4) State FFA Degree
- (5) American FFA Degree

**Section B** - The qualifications for the five (5) degrees of active membership shall be in accordance with the Area, State and National FFA Organization's Constitution and By-Laws.

## **ARTICLE VI. OFFICERS**

**Section A** - A slate of ten (10) district officers and (2) area officers will be elected at the spring district degree and awards check meeting.

**Section B** - The District officers elected shall be:

- One (1) President
- One (1) First Vice President
- Eight (8) Vice Presidents

**Section C** - The two (2) Area officers elected will serve as Heart of Texas District representatives to the Area VIII Association of the Texas FFA Association.

## **ARTICLE VII. MEETINGS AND OFFICIAL FFA DISTRICT FUNCTIONS**

**Section A** - Regular Heart of Texas District Meetings shall be determined by the Executive Committee as to date, time and location.

**Section B** - Official FFA functions shall include but shall not be inclusive of the following:

1. District meetings
2. District FFA Leadership Contest
3. Heart of Texas District Convention
4. District Awards Banquet
5. Area VIII Convention

## **ARTICLE VIII. DUES**

**Section A** - The district dues shall be modified as deemed necessary by the District.

**Section B** - Members must pay all officially administered local, district, area, state, and national dues in order to be eligible to participate in any Heart of Texas District Activities and to be eligible to apply for and to be eligible to win any Heart of Texas District FFA Awards.

## **ARTICLE IX. AWARDS, DEGREES, SCHOLARSHIPS AND CONTESTS**

**Section A** - A chapter that is in good standing, shall be able to participate in any Officially Sanctioned FFA Activities that are held in any given year.

**Section B** - At a meeting or meetings preceding the Area VIII convention in May of each year, the Heart of Texas District will elect or select the following to represent the District at the Area VIII Convention:

1. Elect (2) Area Officer Candidates
2. Elect (10) Heart of Texas District Officers
3. Elect (1) Talent team to compete at the Area Convention
4. Select the top two (2) in each of the following categories:
  - A. Junior Prepared Public Speaker Candidates
  - B. Senior Prepared Public Speaker Candidates from each division:
    1. Ag Policy
    2. Agribusiness
    3. Agriculture Technology and Communication
    4. Animal Science
    5. Natural Resources
    6. Plant Science
  - C. Extemporaneous Speaker Candidate
  - D. Soil Stewardship Speaking Candidate
5. Select one (1) Applicant each to represent the district at the Area Convention for the Area Star Awards as listed in the Awards section of the Official FFA Manual.

## **ARTICLE X. AMENDMENTS TO BY-LAWS OR CONSTITUTION**

Proposed amendments to the District Constitution or By-Laws must be submitted in writing to the local chapters of the district at least 30 days prior to the next succeeding district meeting, be reviewed by the district officer (teacher and student officer) team. The proposed amendment(s) must be submitted by them to the delegates and teachers, at an official business session of the Heart of Texas District, a copy of the proposed changes for their debate and voting. Amendments may be adopted or revisions made in the District Constitution at any district meeting by a two-thirds vote of the official delegates present.

## **ARTICLE XI. EXECUTIVE COMMITTEE**

**Section A** - The Executive Committee of the Heart of Texas District shall be the teacher officers that are elected annually by the teachers of the district, as well as the advisor of the President of the Heart of Texas District student officers, and the advisors of the Heart of Texas District Area Officers.

**BY-LAWS**  
**Of the**  
**Heart of Texas District FFA**

These bylaws govern the affairs of the Heart of Texas District FFA (referred to as the "district"), a recognized district administrative subdivision of the Texas FFA Association, organized under the provisions the governing documents and policies of the Area VIII Association (referred to as the "area"), Texas FFA Constitution and Bylaws and policies adopted by the Texas FFA Board of Directors.

**ARTICLE I**  
**Purposes**

The purposes of this district shall be consistent with the provisions of the Texas FFA Association Constitution, Bylaws, policies adopted by the Texas FFA Board of Directors, provisions of the area association governing documents and policies enacted by the area association. The district shall cooperate with Texas FFA Association, Texas Education Agency, area executive committee and local school district officials in accomplishing its purposes.

**ARTICLE II**  
**Membership**

Section A: The district shall be comprised of active chapters in good standing chartered by the Texas FFA Association formed under the provisions of the Article IV, Section C of the Texas FFA Association Bylaws and pursuant to policies adopted by the area association and district. Student members of the district shall be active members of good standing pursuant to Article V of the Texas FFA Constitution, and member chapter shall be in good standing pursuant to Article II, Section B of these Bylaws.

Section B: A chapter shall be considered to be in good standing when all required dues and administrative fees have been paid to the district and to the area and state associations in accordance with the provisions of the governing documents and policies of the respective associations and the chapter has no delinquent debts as defined by area and state policies.

**ARTICLE III**  
**Emblem**

The official emblem of the district shall be the same as that of the National FFA Organization.

## **ARTICLE IV**

### **Student Meetings**

Section A: The annual assembly of student delegates shall convene no less than once per year for the purpose of electing student officers and conducting such other business as may be properly considered. Except in cases of extreme emergency, the said convention shall be held prior to the area convention.

Section B: Special meeting may be called by the executive committee, 10 working days notice shall be required to call any special meetings.

Section C: Each chapter in good standing is entitled to seat one voting delegate and shall be entitled to one additional voting delegate per 50 active members above the first 50 active members submitted on its annual roster by the delegate membership deadline of the Texas FFA Association. All delegates must be active members in good standing.

Section D: A quorum shall exist when a majority of delegates are present and the said convened delegates represent a majority of the district's chapters in good standing.

Section E: Meetings of the district may be called via telephone conference call or other method, provided that each participating student delegate is identified by name and chapter and that all delegates may be heard and participate simultaneously.

Section F: Cumulative and proxy voting are prohibited. In election processes requiring two votes, a ballot must have two votes cast to constitute a legal ballot.

## **ARTICLE V**

### **Student Officers**

Section A: The district's student activities shall be led by student officers in accordance to policies adopted by the district and its executive committee.

Section B: The elected student officers of the district shall be elected annually from a field of candidates nominated from member chapters in good standing. In compliance to policies and procedures of the district, each of these student officer candidates shall be given a written or online exam, present their qualifications to an evaluation committee, complete an interview, and appear before the delegated convened at the annual convention to deliver a campaign speech.

Section C: Candidates for student office must be a member in good standing.

Section D: Officers shall be elected by a point system derived from a combination of written exam score, interview score and student delegate vote in proportions described in policies adopted in accordance to Article V, Section E, of these Bylaws.



Section E: The district's teachers and student delegates shall adopt policies and procedures addressing point values, campaign practices and speeches, committee composition, interview and testing procedures and other such matters related to the conduct of student officer elections.

Section F: The district's elections committee shall consist of the outgoing student officers, with the district's executive committee acting as an advisory committee. The chairman of the elections committee shall be an agriculture food and natural resources teacher elected by the district's teachers or executive committee or designated by policy. The elections committee and executive committee shall work in conjunction to resolve election-related matters not addressed by these bylaws or by the district's policies and procedures. Student or teacher officers with a conflict of interest may recuse themselves from deliberations. Questions, concerns or appeals concerning the elections shall be addressed to the district's executive committee, pursuant to procedures and timelines established in accordance with Article XII of these Bylaws. All documents related to an officer election process shall be retained in a secure location for no less than 30 days following the conclusion of the district's election.

Section G: The candidate earning the highest point total after the final round of voting shall be declared student officer president of the district, and the candidate receiving the second highest score total in the final runoff election shall be declared the first vice president. The remaining officers shall be called vice presidents and shall assume the stations of the various other offices for ceremonial purposes at the annual convention and other meetings throughout the year.

Section H: If for any reason a student office becomes vacant, the executive committee may fill the office with a qualified member to fulfill the unexpired term of office. If the office of president become vacant, then the first vice president will assume the role of president. An officer who transfers to another chapter within the district may retain their office, but should an officer transfer to a chapter outside of the district or not longer be in good standing with a chapter within the district, their office shall be declared vacated.

Section I: Student officers shall serve from one student convention through the next succeeding convention and shall not be re-elected, or be eligible for reelection to another student office.

Section J: Duties of student officers and discipline policies related to officers shall be established in policies and procedures adopted by the district's teachers and delegates.

Section K: All the above listed sections shall be applied to the election of the two area officers elected from the district to serve on the area level.

## **ARTICLE VI**

### **Teacher Meetings**

Section A: An assembly of district teachers shall be convened annually at the state AFNR teacher professional improvement conference. Other teacher meeting may be convened as deemed essential or desirable by the teacher assembly or the executive committee.

Section B: Special meetings may be called by the executive committee. Except in cases of extreme emergency, 10 working days notice shall be required to call any special meeting.

Section C: Each AFNR teacher in good standing is entitled to cast a vote in the business of the district.

Section D: A quorum shall exist when teachers representing a majority of chapters are convened in assembly or by electronic means as described in Article VI, Section E.

Section E: Teacher meetings of the district may be called via telephone conference call or other similar method, provided that each participating teacher is identified by name and chapter and that all delegates may be heard and participate simultaneously.

## **ARTICLE VII**

### **Teacher Officers**

Section A: The district's teacher activities, fiduciary oversight and other functions related to AFNR teaching profession shall be led by teacher officers.

Section B: The elected teacher officers of the district shall consist of a president, vice president, and secretary. The district may elect such other officers as it deems necessary. The district shall define respective duties and terms of office. All teacher officers serve without pay, volunteering their time and efforts for the benefit of the district.

Section C: No person is eligible to be a teacher officer of the district unless that person is actively employed as an AFNR instructor at a school within the district, is an advisor of a local chapter in good standing with the district, area and state associations and National FFA Organization and is a member in good standing with the state's professional association that represents AFNR teachers.

Section D: Excepting the student officer advisor, teacher officers shall be elected by a majority vote of the association's teachers present at the regularly scheduled and posted meeting and shall serve until such time as the district sees fit to elect new officers. If at any time the office of president shall become vacant, the vice president shall fulfill the duties of the president until such time as the district convenes to elect a new president. If at any time the executive committee determines that one of the other teacher officers of

the district is unable or unwilling to fulfill the duties of the office to which they were elected, the executive committee may declare a vacancy and shall have the authority to appoint an interim officer until the district teachers can hold an election to fill said office at its next regularly scheduled meeting.

**Section E: Duties of teacher officers shall be as follows:**

(a) The president shall preside as chairperson at all meetings of the district's teachers and executive committee, shall sign all official documents or authorize execution of said documents and shall perform such other duties as usually pertain to the office of president.

(b) The vice president shall perform the duties of the president in the event of the disability, absence, death, resignation or other inability or failure of the president to perform such duties. The vice president shall also perform such other duties and further duties as may be imposed upon them or authorized by the district or its executive committee.

(c) The secretary shall make and keep or cause to be made and kept correct records or minutes of the proceeding of the district and the executive committee and shall perform such other duties as are normally performed by secretaries of corporations and such other and further duties as may be imposed upon them or authorized by the district or its executive committee.

**Section F:** The student officer advisor shall be the advisor of the current student officer president. Should the student officer president have multiple advisors, the chapter shall designate one advisor to serve in this capacity. The student officer advisor shall coordinate student officer activities including but not limited to facilitating and overseeing the student portion of the district's annual convention and other student meetings and workshops.

**Section G:** To be a teacher officer in the district, a teacher must have taught AFNR for no less than two years and/or have been at the same school for no less than three years.

## **ARTICLE VIII**

### **Executive Committee**

**Section A:** The elected teacher officers, student officer advisor, student district president, and advisors of area officers shall constitute the district's executive committee which shall have the authority to deal with items of business of the district in accordance to policies and procedures adopted by the district and to address grievances and concerns submitted pursuant to the district's adopted grievance policies and procedures. Student officers may be excluded in proceedings of the executive committee in matters which involve sensitive information to which it is not appropriate for students to be privy. The exclusion of the student representative must be approved by a unanimous vote of the adult members of the executive committee and be reflected in the minutes of the deliberations

Section B: The executive committee shall meet upon the call of the president or the call of any two members of the executive committee. The call shall be reduced to writing, signed by the person or persons making the same and shall include an agenda of the items to be considered at said meeting. Notice shall be mailed or done by email a copy of the agenda to each member of the executive committee no later than one week prior to the date of the said meeting.

Section C: A quorum of the executive committee shall exist when a majority of voting members is present. Executive committee members may not vote by proxy.

Section D: Telephone conferences of the executive committee may be called and considered meetings provided that all participating members may participate and be heard simultaneously.

Section E: Members of the executive committee shall not participate in the deliberations or voting regarding items of business in which they have a vested personal interest. Should there be a doubt as to whether or not a conflict of interest exists; the matter shall be resolved by a vote of the executive committee, excluding the person whose situation the doubt has arisen. Minutes shall reflect when a conflict of interest was disclosed.

## **ARTICLE IX**

### **Committees**

Section A: The district may adopt a resolution establishing standing or special committees, delegating specified authority to a committee. Chairpersons shall be elected but the district may delegate to the president its power to appoint, suspend or remove chairpersons or members should a vacancy, conflict of interest or other circumstance warrant such action.

Section B: No committee shall have the authority to:

- (a) Amend the district's bylaws or policies
- (b) Elect, appoint or remove any member of such committee
- (c) Authorize the sale, lease, exchange or mortgage the property or assets of the district
- (d) Adopt a plan for the distribution of the assets of the district
- (e) Take any action outside of the scope of authority delegated to it by the district or its executive committee

Section C: With the advice and consent of the district's executive committee, the student officer president shall have the authority to appoint student committees to operate within the authority of the district's bylaws and policies.

Section D: Each member of a committee shall continue to serve on the committee until a successor is appointed or the committee is terminated.. A vacancy on a committee may be filled by an appointment.

Section E: Half the membership of a committee shall constitute a quorum for the transaction of business at any meeting of a committee. No action may be approved without a quorum present and voting.

Section F: Telephone conferences of a committee may be called and considered meetings provided that all participating members may participate and be heard simultaneously.

Section G: Each committee may adopt rules for its own operation which are not inconsistent with the district bylaws or policies or with the policies of the area and/or Texas FFA Association.

## **ARTICLE X**

### **Transactions of the District**

Section A: The district may authorize any officer or agent of the district to enter into a contract or execute and deliver any instrument in the name of the district.

Section B: All funds of the district shall be deposited into the credit of the district in banks, credit unions, trust companies or other depositories that the district selects by a majority vote of the executive committee.

Section C: Any teacher officer may accept on behalf of the district any contribution, gift, bequest or devise for the general purpose or for any specified purpose of the district. This will be consistent with state and federal law concerning non profit organizations.

Section D: The district shall not make a loan to any individual.

Section E: The fiscal year of the district shall begin on September 1 and end on August 31.

Section F: The district shall adopt policies and procedures consistent with federal and state non profit organization laws and audit standards and be in compliance with these policies and procedures.

## **ARTICLE XI**

### **Dues and Fees**

Section A: Annual membership dues shall be fixed by a majority vote of the student delegates assembled at the annual convention or other posted meeting. Chapters should be notified in writing of a proposed dues change no later than 30 days prior to the meeting at which such dues changes are to be deliberated and considered.

Section B: The district may levy additional fees to offset operational expenses. Additional fees must be approved by a majority vote of the student delegates assembled at the annual convention or other posted meeting. Chapters shall be notified 30 days in advance of a proposed change. These fees may only be to administrative fees charged to all chapters.

## **ARTICLE XII**

### **Grievance and Appeals**

The district shall adopt grievance policies and procedures consistent with the policies of the Texas FFA Association. Appeals related to competitive events and awards programs shall be resolved in accordance to the Texas FFA Association Conflict Resolution Policy in the respective competitive event or program policies.

## **ARTICLE XIII**

### **Amendments**

Section A: Except as described in Section B of this Article, proposed amendments to the district's bylaws may be proposed by the executive committee or student officers or by members of any two chapters. Proposed amendments must be submitted in writing to the district's executive committee no later than 45 days prior to the meeting at which the amendment is to be considered. The said amendment shall be submitted in writing to the local chapters of the district no later than 30 days prior to the meeting at which the amendment is to be considered. Amendments to the bylaws may be adopted by a two-thirds vote of the votes cast by the official delegates. Amendments must not be in conflict with provisions of the state and national constitution or bylaws, state or national FFA policy or other provisions of these bylaws.

Section B: Amendments related to Articles VI and VII of these bylaws may be proposed by any AFNR teacher in good standing and must be submitted to the executive committee no less than 30 days prior to the meeting at which the amendment is to be considered and submitted to the teacher membership no later than 14 days prior to being considered. Amendments may be approved by a two-thirds vote of the votes cast by the teachers assembled in accordance to Article VI of these bylaws.

## **ARTICLE XIV**

### **Parliamentary Procedure**

The "Parliamentary Guide for FFA" by Jarrell D. Gray shall be used as a guide for all district meetings. The latest addition of "Roberts Rules of Order" shall be the final authority in governing the actions in all district meetings.

## **ARTICLE XV**

### **Miscellaneous**

The Bylaws shall be construed in accordance with the laws of the State of Texas and pursuant to the governing documents and board adopted policies of the Texas FFA Association. All references in the bylaws to statutes, regulations, or other sources of legal authority shall refer to the authorities cited, or their successors, as they may be amended from time to time.

**Heart of Texas District Association  
Policy**

**Section A: District and Area Officer Selection Process and Candidate  
Campaigning Procedures  
(December 2017)**

**A.1 Constitutional Authority - Article VI: District and Area Officers  
and Procedures for Election.**

(a) The elected district and area officers of the Heart of Texas District Association and the Area VIII Association of the Texas FFA Association shall be voted upon by a majority of the voting delegates during the annual Heart of Texas District Convention. The district and area officers shall be elected by the district using the following process that includes an interview (30%), an officer test (30%), and vote (40%). In the event of a tie, a runoff will be held.

(b) If for any reason a district student officer fails to perform their prescribed duties, that officer can be removed from office by a majority vote of that current years district officer team, **or by a majority vote of the district teacher officers.** In the event that an officer is removed from office, the rest of the officer team will absorb the duties of that officer for the remainder of the year. In the event that a district officer resigns their office of their own accord, that officer's position will be filled by the next district officer that was in line, according to the votes at that year's elections. If there were no other candidates that ran during that year's officer election, then each chapter that does not have a current District officer will be allowed to submit an officer candidate. The nominees will be voted on by the Heart of Texas District Executive Committee. The candidate receiving a majority vote will be elected to fill out the remaining term of that year's District Officer Team

( c ) Delegates are required to write their **name and chapter** on the back of the ballot for verification. Any school not following this protocol will lose their "casted votes" (I.e. if they vote twice in one round for their own candidate/delegate **or** do not sign their ballot-the votes will not count.

## **A.2 The Election Process**

(a) All candidates for district and area office will follow an election procedure that includes a test (30%), an interview (30%) and a popular vote (40%). All candidates for district and area office will report for a designated testing and interview day (as designated by the executive committee). This day may be a separate day or the same day as the voting and district election day. Candidates must submit the most up to date information sheet and district and area officer contract to the election committee prior to the first candidate being allowed to test or interview. Candidates not providing the completed documents by the prescribed time will not be allowed to participate and/or run for office.

(b) The election process will include a test prepared by a source outside of the district, an interview panel of three judges from outside the district or district teachers not having an officer candidate, and a three minute speech. The District and Area officer candidates will also be given a thought question following their speech. The candidate will then be ranked by their combined score (interview, test, and vote).

(c) A District and Area Officer Information Sheet must be completed, signed, and filed with the Heart of Texas District teacher officers prior to the election.

(d) On election day, district and area officer candidates will draw for a random candidate number and presentation order.

(e) No campaign materials or props will be allowed in the election. Having a specific member or group of members identified by proper name participate is considered to be use of a prop. Members shall not contact chapters or their members prior to Election Day for the purpose of securing a vote. State guidelines will be enforced.

(f) The Heart of Texas District officers will include: President, 1<sup>st</sup> Vice President, 2 Secretaries, 2 Treasurer's, 2 Reporters, 2 Sentinels. Area officers will be 2 candidates elected to serve as Area VIII vice presidents.

(g) Each newly elected district officer will purchase a FFA jacket and the Heart of Texas District will pay the Area Leadership Conference fee for the District Officers to attend.

(h) All new district and area officers are expected to attend all Heart of Texas District functions including but not limited to: Area Leadership Conference, the Heart of Texas LDE contest, Heart of Texas District Banquet and Convention, Heart of Texas District meetings, and other activities established by the Heart of Texas District Advisors Executive committee.



(I) Heart of Texas District and officers are expected to provide meaningful programs and activities for the Heart of Texas District FFA under the direction of the Heart of Texas District Advisor and the Heart of Texas District Advisors Executive Committee.

(j) In the event of a tie, the tie shall be broken by the following means:

(1) Popular Vote-the candidate with the highest vote factor shall win the tie.

(2) Exam Score-in the event that the previous tie breaker fails to break the tie, the candidate with the highest exam score shall win the tie.

(3) Interview- in the event that the previous tie breakers fails to break the tie, the candidate with the highest interview rating will win the tie.

(4) Run-Off Speech and Vote-Should the above tie breaks fail to break the tie, each of the tied candidates shall present a one minute run-off speech and the delegates shall cast ballots. The winner of said un-off election shall break the tie.

If the tie is unbroken by a tie breaker, the committee shall consider the next tie breaker until all means are exhausted.

(k) The chairman of the elections committee shall be the teacher officer president or an AFNR teacher elected by the district's teachers or executive committee.

### **A.3 Loss of District Officer Privilege**

(a) District Officers missing two or more District functions organized by or participated in by the District shall lose their privilege as a District officer, unless otherwise approved by the District Executive Committee. New District Officers **must** attend the Area Leadership Conference **unless otherwise approved by the District Executive Committee**

## **A.4 Procedures for Determining Chapters in Good Standing**

### **Section A**

(1) Each chapter that is in good standing with the Heart of Texas District shall be allowed to send **one** district officer candidate and **one** area officer candidate each year.

(2) A chapter shall be in good standing when the following conditions are met:

(a) All annual District dues have been paid to the Area VIII office prior to November 1 for the fall semester and March 1 for the spring semester. The Heart of Texas District membership runs from September 1 to August 31.

(b) All fees for contests, conventions, camps, etc. have been paid and all reports have been submitted as requested by the District and Area Association.

(c) Provisions of the chapter constitution do not conflict with the Area, Texas or National FFA constitutions and chapter activities are in harmony with the ideas and purposes of the Area, Texas, and National Association.

### **Section B**

(1) Any chapter not meeting the requirements for standing shall be suspended and reinstated in the manner listed in the Area, Texas and National Constitutions.

(2) Any chapter not in good standing **shall not** be allowed to participate in any of the activities or receive any awards of the Heart of Texas District until it has been reinstated in the manner listed in the Area, Texas and National Constitutions.

(3) A chapter in that is in good standing shall be able to participate in any Officially Sanctioned FFA Activities that are held in any given year.

## **A.5 Officer Candidate Eligibility**

(a) To be eligible for election as a Heart of Texas District officer, candidates must earn the Chapter FFA degree, however they may hold the Greenhand Degree when elected at the previous District FFA meeting or Convention in the Spring.

(b) To be eligible for election as a Heart of Texas District Area officer, candidates must hold the Chapter FFA degree.

(c) A member who has been an Area officer or District President cannot be elected as a Heart of Texas District Officer. Any district officer may serve only one term in office.

(d) A district officer may not hold a district and area office concurrently.

Please find the enclosed Proxy ballot for the Heart of Texas Constitution, Bylaws, and Policy. We have been given permission from Texas FFA and Austin Large to approve the constitution by Proxy due to the busy spring schedule. Have your delegates look over the constitution, bylaws and policy with you then have the delegates sign and date on the space for them and then have the teacher/teachers sign on the space for them. **We have a strict deadline of returning the ballots by April 16<sup>th</sup>.** Please mail the ballots to;

Bill Radde  
Axtell FFA  
308 Ottawa  
Axtell Texas 76624

Thank you for your time in looking over the enclosed information.

**Heart of Texas District Association  
Policy**

**Section A: District and Area Officer Selection Process and Candidate  
Campaigning Procedures  
(December 2017)**

**A.1 Constitutional Authority - Article VI: District and Area Officers  
and Procedures for Election.**

(a) The elected district and area officers of the Heart of Texas District Association and the Area VIII Association of the Texas FFA Association shall be voted upon by a majority of the voting delegates during the annual Heart of Texas District Convention. The district and area officers shall be elected by the district using the following process that includes an interview (30%), an officer test (30%), and vote (40%). In the event of a tie, a runoff will be held.

(b) If for any reason a district student officer fails to perform their prescribed duties, that officer can be removed from office by a majority vote of that current years district officer team, or by a majority vote of the district teacher officers. In the event that an officer is removed from office, the rest of the officer team will absorb the duties of that officer for the remainder of the year. In the event that a district officer resigns their office of their own accord, that officer's position will be filled by the next district officer that was in line, according to the votes at that year's elections. If there were no other candidates that ran during that year's officer election, then each chapter that does not have a current District officer will be allowed to submit an officer candidate. The nominees will be voted on by the Heart of Texas District Executive Committee. The candidate receiving a majority vote will be elected to fill out the remaining term of that year's District Officer Team

(c) Delegates are required to write their name and chapter on the back of the ballot for verification. Any school not following this protocol will lose their "casted votes" (I.e. if they vote twice in one round for their own candidate/delegate or do not sign their ballot-the votes will not count.



## **A.2 The Election Process**

(a) All candidates for district and area office will follow an election procedure that includes a test (30%), an interview (30%) and a popular vote (40%). All candidates for district and area office will report for a designated testing and interview day (as designated by the executive committee). This day may be a separate day or the same day as the voting and district election day. Candidates must submit the most up to date information sheet and district and area officer contract to the election committee prior to the first candidate being allowed to test or interview. Candidates not providing the completed documents by the prescribed time will not be allowed to participate and/or run for office.

(b) The election process will include a test prepared by a source outside of the district, an interview panel of three judges from outside the district or district teachers not having an officer candidate, and a three minute speech. The District and Area officer candidates will also be given a thought question following their speech. The candidate will then be ranked by their combined score (interview, test, and vote).

(c) A District and Area Officer Information Sheet must be completed, signed, and filed with the Heart of Texas District teacher officers prior to the election.

(d) On election day, district and area officer candidates will draw for a random candidate number and presentation order.

(e) No campaign materials or props will be allowed in the election. Having a specific member or group of members identified by proper name participate is considered to be use of a prop. Members shall not contact chapters or their members prior to Election Day for the purpose of securing a vote. State guidelines will be enforced.

(f) The Heart of Texas District officers will include: President, 1<sup>st</sup> Vice President, 2 Secretaries, 2 Treasurer's, 2 Reporters, 2 Sentinels. Area officers will be 2 candidates elected to serve as Area VIII vice presidents.

(g) Each newly elected district officer will purchase a FFA jacket and the Heart of Texas District will pay the Area Leadership Conference fee for the District Officers to attend.

(h) All new district and area officers are expected to attend all Heart of Texas District functions including but not limited to: Area Leadership Conference, the Heart of Texas LDE contest, Heart of Texas District Banquet and Convention, Heart of Texas District meetings, and other activities established by the Heart of Texas District Advisors Executive committee.





(I) Heart of Texas District and officers are expected to provide meaningful programs and activities for the Heart of Texas District FFA under the direction of the Heart of Texas District Advisor and the Heart of Texas District Advisors Executive Committee.

(j) In the event of a tie, the tie shall be broken by the following means:

(1) Popular Vote-the candidate with the highest vote factor shall win the tie.

(2) Exam Score-in the event that the previous tie breaker fails to break the tie, the candidate with the highest exam score shall win the tie.

(3) Interview- in the event that the previous tie breakers fails to break the tie, the candidate with the highest interview rating will win the tie.

(4) Run-Off Speech and Vote-Should the above tie breaks fail to break the tie, each of the tied candidates shall present a one minute run-off speech and the delegates shall cast ballots. The winner of said un-off election shall break the tie.

If the tie is unbroken by a tie breaker, the committee shall consider the next tie breaker until all means are exhausted.

(k) The chairman of the elections committee shall be the teacher officer president or an AFNR teacher elected by the district's teachers or executive committee.

### **A.3 Loss of District Officer Privilege**

(a) District Officers missing two or more District functions organized by or participated in by the District shall lose their privilege as a District officer, unless otherwise approved by the District Executive Committee. New District Officers **must** attend the Area Leadership Conference **unless otherwise approved by the District Executive Committee**



## **A.4 Procedures for Determining Chapters in Good Standing**

### **Section A**

(1) Each chapter that is in good standing with the Heart of Texas District shall be allowed to send **one** district officer candidate and **one** area officer candidate each year.

(2) A chapter shall be in good standing when the following conditions are met:

(a) All annual District dues have been paid to the Area VIII office prior to November 1 for the fall semester and March 1 for the spring semester. The Heart of Texas District membership runs from September 1 to August 31.

(b) All fees for contests, conventions, camps, etc. have been paid and all reports have been submitted as requested by the District and Area Association.

(c) Provisions of the chapter constitution do not conflict with the Area, Texas or National FFA constitutions and chapter activities are in harmony with the ideas and purposes of the Area, Texas, and National Association.

### **Section B**

(1) Any chapter not meeting the requirements for standing shall be suspended and reinstated in the manner listed in the Area, Texas and National Constitutions.

(2) Any chapter not in good standing **shall not** be allowed to participate in any of the activities or receive any awards of the Heart of Texas District until it has been reinstated in the manner listed in the Area, Texas and National Constitutions.

(3) A chapter that is in good standing shall be able to participate in any Officially Sanctioned FFA Activities that are held in any given year.



## **A.5 Officer Candidate Eligibility**

(a) To be eligible for election as a Heart of Texas District officer, candidates must earn the Chapter FFA degree, however they may hold the Greenhand Degree when elected at the previous District FFA meeting or Convention in the Spring.

(b) To be eligible for election as a Heart of Texas District Area officer, candidates must hold the Chapter FFA degree.

(c) A member who has been an Area officer or District President cannot be elected as a Heart of Texas District Officer. Any district officer may serve only one term in office.

(d) A district officer may not hold a district and area office concurrently.



Please find the enclosed Proxy ballot for the Heart of Texas Constitution, Bylaws, and Policy. We have been given permission from Texas FFA and Austin Large to approve the constitution by Proxy due to the busy spring schedule. Have your delegates look over the constitution, bylaws and policy with you then have the delegates sign and date on the space for them and then have the teacher/teachers sign on the space for them. **We have a strict deadline of returning the ballots by April 16<sup>th</sup>.** Please mail the ballots to;

Bill Radde  
Axtell FFA  
308 Ottawa  
Axtell Texas 76624

Thank you for your time in looking over the enclosed information.