

## Recommended Agricultural Education Summer Program of Work

Summertime is an important part of the extended agricultural Education teacher's contract. It provides teachers time to offer educational leadership activities for students, as well as supervise their projects. What should an Agricultural Education teacher do during the summer? Here is a list of suggested activities:

### Accountability

- Start the summer off right by constructing a summer calendar and providing a copy to the administration. Make sure to include your contact information.
- Document summer activities throughout the summer for planning for next year.
- Write grant applications to fund programs.
- Make business and industry contacts.

### Facilities

- Clean, organize, and inventory Ag Ed:
  - Classroom
  - Shop Facility
  - Greenhouse
- Maintain the school farm
- Perform maintenance on facility, if needed

### Instruction

- Review curriculum and modify as needed.
- Develop and/or modify lesson plans.
- Order new curriculum, equipment, tools, supplies, etc., for upcoming school year.

### Supervised Agricultural Experience

- Schedule and make regular visits to students' homes and/or farms/ranches, the school farm, and students' placement SAE worksites to supervise projects.
- Visit incoming eighth graders and freshmen, sometimes making initial contact with parents and students.
- Complete on-site visitation forms.
- Keep records of all visits.
- Check project record books during visit.
- Take pictures for scrapbooks, proficiency and other awards.

### FFA

- Coordinate summer activity dates and distribute to students.
- Hold an FFA officer planning retreat.
- Hold summer chapter meeting.
- Plan back-to-school FFA picnic.
- Attend summer field days with students.
- Attend summer livestock shows with students.
- Conduct tours, field trips, and demonstrations including a local project tour.
- Transport students to and from summer leadership camps and activities.

### Professional Development

- Attend professional development workshop(s).
- Participate in the NMAETA Conference.
- Attend the Career Tech Summer Conference.

### Community

- Attend fair board, community service and professional organization meetings.
- Visit other Ag Ed departments
- Hold an advisory committee meeting.
- Conduct community service activities with students.