Agriculture, Community, Student and Graduate Information

A detailed analysis of the local agriculture, food, fiber and natural resources industry; community background information; and placement of graduates of the program are needed in planning and revising the secondary agriculture program. This information and subsequent analysis is essential when selecting courses and curriculum; developing and planning course rotations, sequences, and content; developing and supervising students= Supervised Agricultural Experience (SAE) projects; and planning leadership (FFA) activities. In addition, this information can be useful in making long-range plans and when planning for program expansion.

Agriculture Information

The *Missouri Farm Facts* publication provides an overview of production agriculture at the state and county level. This annual publication includes information on the types and quantities of crops and livestock produced locally and in the state. The publication also contains agricultural production income information which is important to the social and economic standpoint of the community. The website for the Missouri Farm Facts is located at: http://agebb.missouri.edu/mass/farmfact/index.htm or a hardcopy of the *Missouri Farm Facts* can be obtained from:

> *Missouri Agricultural Statistics Service*
> *P.O. Box L*
> *Columbia, Missouri 65205*
> *Phone: 800-551-1014 or 573-876-0950*
> *Fax 573-876-0973*
> *nass-mo@nass.usda.gov*

Information and data regarding the agriculture related businesses in the community can be obtained via locally administered surveys. Surveys should be conducted that assess the economic growth in the area and identify employment possibilities for graduates of the agricultural education program. In addition, surveys should identify possible centers for SAE placement.

Community Information

Information about the local community, its people, and the economy is beneficial in planning or modifying the local agricultural education program. The agriculture teacher and/or school district personnel can use locally administered surveys collect the information. The following websites provide useful information about the agriculture production of the county and population demographics:

Agricultural Production Data:
http://agebb.missouri.edu/mass/index.htm
http://www.nass.usda.gov/census/

Population Demopgrphics:
http://www.oseda.missouri.edu/
http://www.dese.state.mo.us/schooldata

Student Information

Information regarding students currently enrolled in an agricultural education program can be obtained from the **VA-2** (Preliminary Report of Agriculture Programs) and the **VA-3** (Summary of Completed Supervised Agricultural Experience Programs) reports submitted to the State Department of Elementary and Secondary Education annually. The VA-2 report identifies students= career interests in agriculture by specialty areas. The specialty areas are:

1. Production
2. Agriculture Business (processing, marketing, and service)
3. Agriculture Mechanization (operation, sales, and service)
4. Agriculture Products (processing, marketing, inspection, and services)
5. Horticulture (products, processing, marketing, and services)
6. Resources (conservation, utilization, and services)
7. Forestry (products, processing, marketing, and services)
8. Other

Teachers can use students= career interests to help identify course offerings, assist with course sequencing (course rotations), and determine specific content to be taught in courses. The information found on the VA-3 report comes directly from students= SAEP records. This report provides information regarding the types and numbers of students involved in the different SAE enterprises. Again, this information is valuable in the planning of courses and the curriculum of the local agriculture program.

Graduate Information

One of the most important and valuable pieces of information necessary for the evaluation of an agricultural education program is information pertaining to the placement and location of graduates of the program. This information is extremely valuable in determining the courses to offer in the program. In addition, agriculture programs, by being vocationally supported and funded, are required to complete a 180 day (one year) follow-up of individuals who completed the program.

This information is required by the Vocational Education Data System (VEDS) and must be collected by the local school district. Enrollment data are kept by the State Department of Elementary and Secondary Education and consequently follow-up data on all completers of the program is required for vocational classes reimbursed by the State Department of Elementary and Secondary Education. The following data, for audit purposes, should be kept for each student completing the program. The data should be kept for five years. The information needed to complete VEDS includes:

1. Date of enrollment
2. School identification
   A. Building (code and name)
   B. Sending district (code and name)

3. Personal information
    A. Name
    B. Address
    A. Gender
    B. Ethnicity
    C. Grade level
    D. Disadvantaged condition (if applicable)
    E. Disabled condition (if applicable)
    F. Limited English Proficiency (if applicable)
4. Course(s) currently enrolled by Classification of Instructional Program Code (CIP code)
5. Follow-up information (no follow-up required for supplemental adult classes)
    A. Exiter status
        1. Completed program
        2. Transferred to another program or school
        3. Left - not completing program
    B. Placement status
        1. Employed in area trained
        2. Employed in other area
        3. Continuing education related or unrelated
        4. Unemployed
        5. Unavailable for placement
        6. Status unknown
        7. Military related or unrelated

The information necessary to complete the VEDS documents can be collected with mailed questionnaires, phone calls, personal contacts, and/or public information. In addition to the 180 day (one year) follow-up, it is suggested that a five year follow-up of graduates be completed. A five year follow-up can provide more stable data regarding the placement and location of graduates of the program. Contact your local school guidance counselor or agriculture district supervisor for complete details regarding the completion of VEDS.

The following documents are provided as samples to assist in the collection and analysis of community and graduate follow-up information:
- Survey of job opportunities and SAE training possibilities
- Vocational student follow-up information (VEDS)
- Table to summarize results of VEDS information
- Letter requesting participation in a survey of graduates
- Graduate survey

Agricultural Education Department

_____ **High School**

Survey of Job Opportunities and SAE Training Possibilities

1. Name of business/company: _____

2. Address: _____

3. Name and title of person interviewed: _____

4. Number of years business/company has been in operation: _____

5. Total number of employees: _____   Employees needing an agriculture background: _____

6. Classification of employees (use back if more space is needed):

Type of Job (Job Title)	Number Employed				Annual Turnover
	Current		Next 5 Years		
	Ag	Non-Ag	Ag	Non-Ag	

7. Can the business/company hire high school age personnel? _____ (if no, proceed to item 11)
   Do you have a minimum age? _____ If so, what? _____

8. Would your firm cooperate as a training center for high school agriculture students placed during school hours? _____   After school, Saturdays, vacation only? _____

9. Would a student employee be insured by your firm? _____ School insurance required? _____

10. What training in agriculture should be provided prior to and during the training period?

    _____

    _____

    _____

11. Prospective employees should have/be a....
    A. Farm Background   Yes   No   No Preference
    B. Agriculture Background   Yes   No   No Preference
    C. High School Graduate   Yes   No   No Preference
    D. Post-High Graduate   Yes   No   No Preference
    E. College Graduate   Yes   No   No Preference

12. Comments:

Vocational Student Enrollment Follow-up Information (VEDS)

1. Date of enrollment: _____

2. School identification

   A. Building (code and name): _____

   B. Sending district (code and name): _____

3. Personal Information

   A. Name: _____   Telephone: (____) _____ - _____

   B. Address: _____

   _____

   C. Gender: • Female   • Male

   D. Ethnicity: • African-American • Caucasian   • Hispanic   • Native American

   • Asian/Pacific Islander   • Other _____

   E. Grade level: _____

   F. Disadvantaged condition: • Academic   • Economic

   G. Disabled condition: • No   • Yes _____

   H. Limited English Proficiency: • No   • Yes

4. Courses enrolled in and Classification of Instructional Program Code (CIP Code):

   _____   Year: _____

   _____   Year: _____

   _____   Year: _____

   _____   Year: _____

   _____   Year: _____

5. Follow-up information

   A. Exiter status:

   • Completed the program - Year: _____   • Left - not completing the program

   • Transferred to another program or school

   B. 180 day placement status:

   • Employed in related field (agriculture)   • Not available for employment

   • Employed in other area   • Status unknown

   • Continuing education related   • Military related

   • Continuing education unrelated   • Military not related

   • Not employed

   Employer/School: _____

   Position/Academic Major: _____

   Follow-up documentation: • Phone call   • Personal contact

   • Survey   • Public information

Summary of Student Follow-Up (VEDS) Information   Agriculture Program

Placement Status (180 day follow-up)	YEARS								
A . Employed in related field (agriculture)									
1. Production Agriculture									
2. Agriculture Business (processing, marketing, and service)									
3. Agriculture Mechanization (operation, sales, and service)									
4. Agriculture Products (processing, marketing, inspection, service)									
5. Horticulture (products, processing, marketing, and services)									
6. Resources (conservation, utilization, and services)									
7. Forestry (products, processing, marketing, and services)									
8. Other Agriculture									
B. Employed in other area									
C. Continuing education related field (agriculture)									
D. Continuing education unrelated field									
E. Employed - Military related (agriculture)									
F. Employed - Military not related									
G. Not employed									
H. Not available for employment									
I. Status unknown									
Total Number of Students									

Sample Letter Requesting Participation in Survey

Use Departmental or School District Letterhead

Date

Dear Graduate:

In order for the _____ Agricultural Education program to effectively determine the needs of the program, we are conducting a follow-up survey of all graduates of the agricultural education program from the previous five years. Your response to this survey is crucial in providing the necessary information to formulate useful classes and activities in upcoming years.

The purpose of this survey is to determine to what extent the agricultural education program has benefited you. We would like to determine the percentage of graduates who are currently employed directly or indirectly in the agriculture industry. In addition, your assessment of the experiences in the agricultural education program and the FFA will provide beneficial information.

Enclosed you will find a self-addressed, stamped envelope to use when returning the survey. Please feel free to include any additional comments you deem necessary or relevant to improving the program. Your response and time is greatly appreciated. Thank you!

Sincerely,

John Doe   Jane Henry
Agricultural Education Instructor   Agricultural Education Instructor

Graduate Survey
Agricultural Education Department

Please complete this questionnaire by responding to all the items. Your responses will be treated with confidentiality.

1. What year did you graduate? _____

2. What year in high school did you first enroll in an agriculture class?
   ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

3. How many year(s) were you enrolled in agriculture classes?
   ☐ 1 ☐ 2 ☐ 3 ☐ 4

4. If you did not take four years of agriculture, please indicate the reason(s). (Check all that apply)
   _____ Scheduling problem
   _____ Moved from another school
   _____ Interests changed
   _____ Didn't offer an agriculture class that fit my interests
   _____ Program wasn't what was expected
   _____ Other (please specify reason _____

5. What agriculture classes did you take? (check all that apply)
   _____ Agricultural Science I   _____ Agricultural Power I
   _____ Agricultural Science II   _____ Agricultural Construction
   _____ Agribusiness Sales & Marketing   _____ Crop Science
   _____ Agricultural Management & Economics   _____ Agricultural Structures
   _____ Food Science and Technology   _____ Nursery and Landscaping
   _____ Greenhouse Operation and Management
   _____ Other (please specify) _____

6. Circle the courses from the previous list that have helped you since graduation.

7. Identify the class(es), if any, that you feel should have been taught by the agriculture department.
   _____ Forestry   _____ Conservation of Natural Resources
   _____ Soil and Water Management   _____ Turf Management
   _____ Floriculture   _____ Fruit & Vegetable Production
   _____ Other (please specify) _____

8. What was your primary SAE project? (Please describe)
   _____
   _____

9. SAE projects should be emphasized __ in the Agricultural Education Program. (check one)
    ☐ More   ☐ Less   ☐ About the same

10. Agricultural Education has helped me __ compared to other high school subjects. (check one)
    ☐ More   ☐ Less   ☐ About the same

11. If I was a member of the FFA now, I would participate in __ activities. (check one)
    ☐ More   ☐ Less   ☐ About the same

12. What did you do your first year out of high school?
    ____   Work, Agriculture related
    ____   Work, Non Agriculture related
    ____   Farmed
    ____   Military Service
    ____   Continued Education
            ___ Trade School
            ___ 2-year college
            ___ 4-year college
    ____   Other _____
                        (please specify)

13. If you continued your education after high school, what is your major? _____

14. What are you currently doing?
    ____   Work, Agriculture related
    ____   Work, Non Agriculture related
    ____   Farmed
    ____   Military Service
    ____   Continued Education
            ___ Trade School
            ___ 2-year college
            ___ 4-year college
    ____   Other _____
                        (please specify)

15. If you are not currently farming full time, are you involved in farming part time?
    ☐ Yes   ☐ No

16. What is your present age? _____

17. Gender: ☐ Male   ☐ Female

Thank You!