

2011 State FFA Officer Pre-Chapter Visit Information

School: _____

Date of Visit: _____ Arrival Time: _____

Please check: _____ Full-Day Visit or _____ Part-Day Visit - Circle: AM or PM

I will be contacting you one week before and the day before your visit to confirm all details.

Advisor(s): _____

Is it ok for me to contact you at home or by cell phone if I cannot reach you at school?

_____ **Yes**, it's ok; _____ **No**, I would prefer if you would not call me at home or on my cell phone.

Best time to reach you: _____

Advisor Cell Phone: _____ Advisor Home Phone: _____

School Address: _____

School Phone: _____ Advisor E-mail: _____

Approx. time to get to the school from the state officer's hometown _____

Any unique directions to your school/road construction that would not be indicated on a GPS:

What type of presentation(s) would you like?

_____ Regular Classroom/Workshop Presentation _____ Assembly for FFA members only

_____ Assembly for all Ag Education Students _____ All-School Assembly

_____ Meeting with chapter officer team

Please Circle - Before School After School Lunch Class Period

_____ Other - Please describe what type of presentation you would like:

Do you have any special classroom technology that I may use? (Smartboards, Internet, etc.)

Do you have special needs students that I need to be aware of so they can participate in my presentations?

Class Title	Grade(s) <i>Please Circle</i>		Class Time	Class Size
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		
	Middle School Sophomore Senior	Freshman Junior Other: (clarify)		

If you have more than the spaces available, please use the blank side of my second page.

Do you have any students enrolled in more than one class? If so, how many times will I need to make adjustments in my presentation for these students?

Are there any specific areas/topics you would like for me to cover?

Are there any additional people you would like me to visit with, such as principals, counselors, teachers, administrators, alumni, media, etc?

What are your class and SAE requirements to be an FFA member in your chapter?

Will you be providing lunch for me at your school? **Please Check** _____ **Yes** _____ **No**
If No.....what would you recommend for a lunch break?

Are there other activities/meetings you would like me to do during your chapter visit?

Chapter FFA Banquet and Other Event Information

Would you like me to attend your FFA banquet? **Please Check:** _____ **Yes** _____ **No, thank you.**

If Yes: Date of Banquet: _____

Time _____ Location _____

What responsibilities would I have at your banquet?

Are there any additional events you would like for me to attend?
(meetings, fun activities, workshops, parent's night, etc.) Please list with the date below.

During the school year would you like me or a group of our state officers to present a motivational, leadership development type workshop, assembly or program at your school beyond a regular chapter visit? (This would be the chapter's expense) **Please Check:** _____ **Yes** _____ **No**

Briefly describe what you would like and when:

*Thank you for taking the time to fill this out.
This helps to make my service to your chapter more effective.
I am looking forward to working with you this year!*