

FARMS Region/Cohort:

School Name:



ADMINISTRATOR AGREEMENT

The Farming, Agriculture, and Resource Management for Sustainability (FARMS) Leadership Program is a year-long youth program of the Center for Land-Based Learning. The following items must be approved by a school administrator for the school to be approved for participation. Please read each item carefully, placing initials next to each item to indicate that you agree to the conditions of participation. Without this agreement, your school will be ineligible to participate.

____ **Field Days:** The FARMS Leadership Program is a school year program with approximately one field day per month, requiring one teacher and participating students to be absent from class approximately once per month from September - May to attend FARMS Leadership field days. Field day times are scheduled so students are returned to their school site by the end of a normal school day.

____ **Teacher Participation:** Two or more teachers should be involved in the FARMS Leadership Program, one lead teacher and at minimum one alternate. Only one teacher needs to attend each field day. District-approved fingerprinted staff are responsible for transporting the students to all field days. No students will be allowed to transport themselves.

____ **Substitute Teachers:** The school/district will provide a substitute teacher for any teacher transporting students to a FARMS field day.

____ **Transportation:** The school is responsible for getting students to FARMS Leadership field days. The Center for Land-Based Learning can provide some assistance if needed for mileage reimbursement. (A financial assistance form will need to be completed).

____ **Student Participation Fee:** There is a \$75 per student participation fee to help offset the full program cost of \$750 per student. The school may pay the fee for students, seek donations, host a fundraiser for this purpose, or apply for assistance.

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_____ **Liability Insurance:** Liability insurance is the responsibility of the school. Students are required to fill out permission slips for a school-sponsored field trip, and will not be allowed to participate without completed slips.

_____ **Medical and Photo Release:** Students must fill out a medical form and photo release provided by the Center for Land-Based Learning.

_____ **Leadership Project:** Students are required to complete a Community Action Project, as a school, for the FARMS Leadership Program. Additional after-school hours beyond the FARMS Leadership field days may be required by the teacher and students to complete these projects.

_____ **Administrative Support:** The administration must be in full support of student participation in the FARMS Leadership Program as it is essential for program success. The entire faculty should be aware that the school administration supports student absences for FARMS Leadership Program activities.

_____ **Valuable Learning:** The FARMS Leadership Program provides students with a 'real-world' context for their academic studies and should be viewed as an integral part of student learning.

_____ **Campus Access:** The FARMS Program coordinator would be allowed access to the high school campus, as needed during the school year.

I agree to support the FARMS Leadership Program to the extent specified above.

Administrator Name

Administrator Email

Administrator Signature

Date