

# 2025-2026

Agriscience Facility Handbook



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**Hours of Operation**

6:00 am to 10:00 pm daily



# AGRISCIENCE FACILITY

The Boerne ISD Agricultural Complex is located at 1307 River Road, on the Kendall County Fair Association grounds in Boerne, TX. The purpose of the Agriscience Facility is to provide an extension to classroom instruction that maximizes learning and allows FFA and 4H members to utilize the complex for their Supervised Agricultural Experience Program (SAEP).

A popular Supervised Agricultural Experience (SAE) project is raising livestock. Students may choose to raise their SAE project in the Agriscience Facility as cooperative effort between the student, parent, and Barn Advisor. It is designed as a training instrument allowing students the opportunity to apply information acquired in the classroom.

Our goal as a district is to provide a safe, educational, and rewarding atmosphere that is conducive to learning.

The raising of livestock at the Agriscience Facility is a student's privilege. The following document outlines the rules, regulations, and guidelines that must be strictly followed in order to reap the benefits of this privilege.

The student is responsible for the initial cost of the animal as well as any expenses incurred while feeding and caring for the animal for the duration of the project. This includes, but not limited to, feed costs, entry fees, validation fees, supply fees, and medical expenses. The ultimate purpose of the livestock project is to have the student learn and understand the true meaning of responsibility and approved practices that will allow an animal to reach its full genetic potential.

# REGULATIONS & GUIDELINES

## Eligibility

- All students are expected to follow all rules and guidelines set forth within the BISD Student Handbook and Student Code of Conduct.
- A maintenance fee of \$50 per pen will be charged for all individuals requesting to reserve a pen at our facility. Pen reservations are assigned on a first-come, first-served basis and are available only to those who have submitted a completed application and paid the full fee. Reservations will be confirmed only after both the payment and application have been received and processed through the district's RevTrack system.
- Only current FFA and 4-H members attending BISD schools in good standing may utilize the agriculture facilities.
- Students are unable to house a project at home will be given priority for use of the facility.
- Livestock projects allowed to be raised on the Agriscience Facility, at this time, are:

## Livestock Projects

Sheep	Goat	Swine
Market	Market	Market
Breeding	Breeding	Breeding

\*Students cannot actively breed livestock projects in accordance with stock show guidelines

- All animals raised at the BISD Agriscience facility must be entered and exhibited under a BISD FFA or 4H Chapter (either Boerne or Boerne Champion FFA or 4H).
- All students are subject to UIL eligibility rules in accordance with BISD policy.
- Students will receive instruction on an approved computerized record keeping system acknowledged by the FFA and 4H to utilize with all livestock projects.
- Animals raised at one of the facilities and are entered in a show under any group other than a BISD FFA and 4H chapter will lose their facility privileges for one calendar year.
- **Students must complete the following steps within a minimum of 2 weeks prior to bringing any animal onto Agriscience Facility grounds:**
  - Attend a meeting with their parent/legal guardian and Barn Advisors to review procedures and expectations;
  - Complete a pen reservation application with an exit plan for each livestock project;
  - Reference the 4-H/FFA Livestock Program Ethics Policy for additional information. The required form will be completed with the Advisor prior to validation
  - Obtain prior approval from an Barn Advisor and get an assigned pen;
  - Students requesting additional pens for more than two head of livestock **must** submit in writing to the Barn Manager and supervising Barn Advisor prior to purchase of the animal; and
  - Understand and sign the BISD Agriscience Facility Handbook, rules agreement, and attached forms.



# REGULATIONS & GUIDELINES

## Safety

The safety for one's self and animal project is the sole responsibility of the student.

### In addition:

- Any damage to the facility should be reported to a Barn Advisor immediately.
- The Agricultural Science Department at BISD will not be liable for injury, loss, or theft of a project.
- No pets will be allowed at the project center, this includes dogs of all sizes.
- Any accident or safety hazard is to be reported immediately to a Barn Advisor.
- All emergency contact information (student and parent) must be current.
- In the event of an emergency with an animal – please contact your veterinarian.
- Do not administer medications, feed, or water to another student's animal.

## Facilities

The Agriscience Facility is supervised by the agriculture science teachers, high school administration, and the Boerne Police Department by physical monitoring and through the use of video surveillance.

- **Gates:** All students and parents/guardians are responsible for closing and locking each gate upon entering and exiting the Agriscience Facility.
- **Modifications:** Modifications or construction relating to electricity, carpentry, plumbing, or pen location can not be made without prior approval from BISD staff.
- **District owned equipment:** Any district-owned equipment lost, stolen, or damaged while in the possession of a student or parent will be replaced at the student's expense.

## Guests

Guests are not permitted in the Agriscience Facility.



# AGRISCIENCE

# BARN MANAGER

## Roles & Responsibilities

- Reports facility and equipment issues
- Orders supplies needed for Agriscience Facility
- Plans events for/ held at Agriscience Facility
- Communicates to Central Office, Barn Booster Club, Fair Board and Extension Agents
- Sends updates, reminders and information to families
- Supports AG Advisors with issues

# AGRISCIENCE

# ADVISOR

## Roles & Responsibilities

1. Assist students in selecting an SAE program that fits their interests and abilities.
2. Assist students in maintaining records for their SAE in AET.
3. Supervise and lead species meetings.
4. Supervise livestock at all livestock shows.
5. Supervise the Agriscience Facility used for students SAE's.
6. Establish and monitor school procedures necessary to keep the Agriscience Facility and grounds neat and attractive at all times.
7. Coordinate all maintenance and repairs for the Agriscience Facility with the Barn Manager.
8. Coordinate equipment needs with the Barn Manager.
9. Perform an annual inventory of all tools, equipment, and supplies and provide a copy to the appropriate administrators.
10. Barn safety is taught and observed at all times. Ensure safety items are available for students to use and safety features are installed and in working order on all equipment.
11. Communicate important information, dates, and changes throughout the year.

# ADVISOR

## Assignments



**Lambs - Tanessa Sawyer**  
**Goats - Cherie Manning**  
**Swine - Kat Young**



**Lambs - Melanie Reid**  
**Swine - Unassigned**



# Livestock Care

It is the responsibility of the student to provide the following for their livestock project and the facilities every day (including weekends, holidays, etc.):

- Monitor the well-being of the livestock project daily.
- Fresh feed for the livestock project must be provided at a minimum of twice daily for most livestock projects.
  - You must provide your own feed, hay, water trough, tack and show supplies. Hay bags are not permitted.
- Fresh water for the livestock project (clean water buckets or watering areas each day).
- Remove manure, soiled bedding, and debris from the pen into the dumpster.
  - **Dumping manure, soiled bedding, or debris in any location other than the dumpster is grounds for agreement with Agriscience Facility to be terminated.**
- Provide fresh bedding at minimum, once a week as determined by Barn Advisors.
- Grooming of the livestock project should be done **weekly**.
- Exercise of the livestock project should be done **every day**.
- Clean feed areas, alley ways, exercise areas (arena), wash racks, and grooming areas after **each use**.
- Return all equipment to its proper storage place after **each use**.

Cruelty to animals will not be tolerated and will be cause for immediate eviction from the facility. Please refer to Texas Agri Life extension and the Livestock Program of Ethics Policy.

Animals may only enter the facility after a visual inspection from a Barn Advisor for health security.

Students must approve the administration of medications or have the animal examined by a veterinarian when advised to do so by the Barn Advisors.

The barn manager and barn advisors provide vaccines at their discretion, and maintenance medications are provided as needed.

A medicator will be installed on the swine side of the barn to ensure the accurate and efficient administration of necessary medications. This will allow for controlled dosing and monitoring of the animals' health to ensure optimal care.

The barn manager will determine when sick livestock must be quarantined to ensure the health and safety of the Agriscience Facility.

If basic animal treatment recommendations are unsuccessful, the student must take the animal to the vet for appropriate treatment.



Students and family members may not feed, move, water, or provide any other care, regardless of the intent, to help another student's project without prior permission from the owner and Barn Advisors.

Students will understand that if caught administering medications, feed, or water to another student's livestock animal, that this is grounds for immediate termination of the agreement. Students will immediately be asked to remove their livestock project from the Agriscience Facility.

It is the ethical responsibility of all to notify the Barn Advisor that a livestock animal is being neglected.

Students understand that the Barn Advisor(s) and BISD administrators handle all reports in a timely manner.

All market and breeding animals and show supplies must be removed from the project center within 2 weeks of the species' livestock show.

All veterinarian bills are the responsibility of the animal owner and must be paid before the end of the school year.

## Animal Removal

Removal of Deceased Livestock: Any swine, sheep, or goat projects that die while in the facility during the feeding period, needs to be removed by the student.

- Place the wheelbarrow by the green dumpster
- Notify the Boerne Animal Shelter at 830-249-2456.
- Advise the shelter where the animal was placed.
- If a student is not able to be remove the animal, they must contact a Barn Advisor.
- The cost of this removal will be the responsibility of the student.

In addition to the above, the BISD Agriscience Department reserves the right to remove any animal from the facilities if any one of the following conditions exists:

- Animal abuse or neglect in any form;
- Diseased or infected animals;
- Animals that are unsafe to handle;
- Animals not being fed for show purposes; or
- Student is no longer involved in the program



# Cleanliness

The appearance of the Agriscience Facility is a priority. A monthly clean up will be scheduled and will be mandatory for students with animal projects housed at the facility. Barn Clean-Up days are not the time for students to clean livestock pens. Students are expected to clean all common areas within the Agriscience Facility during the scheduled one-hour clean-up.

## Common Areas:

- Alleyways - swept and cleared of all debris
- Wash Racks - sprayed and cleared of all debris
- Treadmill - wiped down and cleared of all debris
- Scales - wiped down and cleared of all debris
- Trash - empty all trash cans and place all trash in the dumpster

## Disinfecting Procedures:

Clean equipment after each use with the provided spray bottle in each location. This will help prevent the spread of virus and bacteria that tend to grow on well-used areas.

# Livestock Shows

To be eligible to participate in any livestock show, students must abide by the following requirements:

- Be enrolled in an agriculture science class and be a member in good standing of the Boerne FFA and 4H Chapter or Boerne Champion FFA and 4H Chapter.
- FFA and 4H dues must be paid in full within two weeks after the start of school.
- Attend all mandatory meetings for the specific livestock project.
- It is the sole responsibility of the student to be familiar with all rules pertaining to his/her livestock project (i.e.: weight limits, entry requirements, age, etc.).
- Have entry fees paid on time and meet show requirements.
- The student will be responsible for all feeding, care, and grooming of his/her livestock project while it is at the livestock show.
- Teachers will only provide hauling services to specific Texas majors, at their discretion, based on availability and relevance to their area of expertise.
- Livestock in poor condition due to disease, injury, or neglect will not be allowed to participate in livestock shows. The final decision will rest with the supervising Barn Advisors.
- Students will be responsible for all personal travel to and from all livestock shows. This may include the transporting of their livestock project when a Barn Advisor cannot provide transport.
- Exhibit the proper conduct as stated in the BISD Code of Conduct while in attendance at livestock shows.
- **Parent/Guardian must be present for the duration of all livestock shows per BISD district policy.**



# BOOSTER CLUB

## Roles & Responsibilities

- Supports AG Advisors/ Barn Manager with immediate needs for the barn
- Sends updates, reminders and information to Barn Advisors
- Works with Barn Manager on facility needs

Stay up-to-date and contact AG Advisor through the Band App when issues arise with your livestock



Band App Link



# Appendix





# Agriscience Facility Application

Choose the program you are associated with:

- CHS       BHS       Kendall County 4H

What grade will you be in during the 2024-2025 school year?

- 3    4    5    6    7    8    9    10    11    12

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Student Phone Number

\_\_\_\_\_  
Student School E-Mail

\_\_\_\_\_  
Physical Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

What livestock animal(s) do you wish to house in the Agriscience Facility?

- Sheep                       Goat                       Swine  
 Market #\_\_\_\_\_    Breeding #\_\_\_\_\_    Market    Breeding    Market    Breeding

\_\_\_\_\_  
Parent #1 First Name

\_\_\_\_\_  
Parent #1 Last Name

\_\_\_\_\_  
Parent #1 Phone Number

\_\_\_\_\_  
Parent #2 First Name

\_\_\_\_\_  
Parent #2 Last Name

\_\_\_\_\_  
Parent #2 Phone Number

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian #1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian #2 Signature

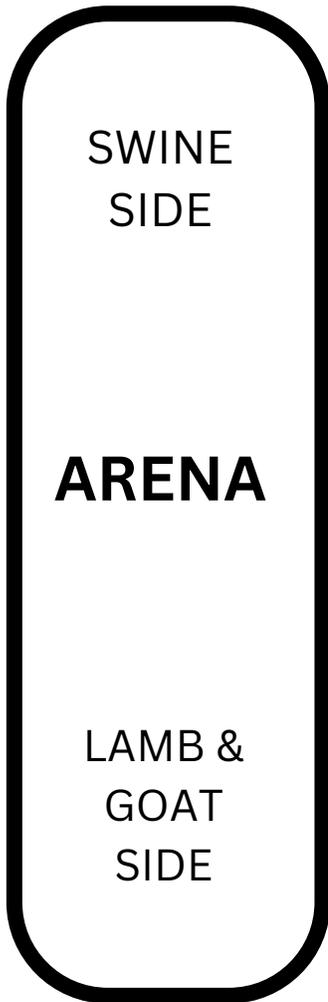
\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Initials

\_\_\_\_\_  
Student Initials

# PEN ASSIGNMENT

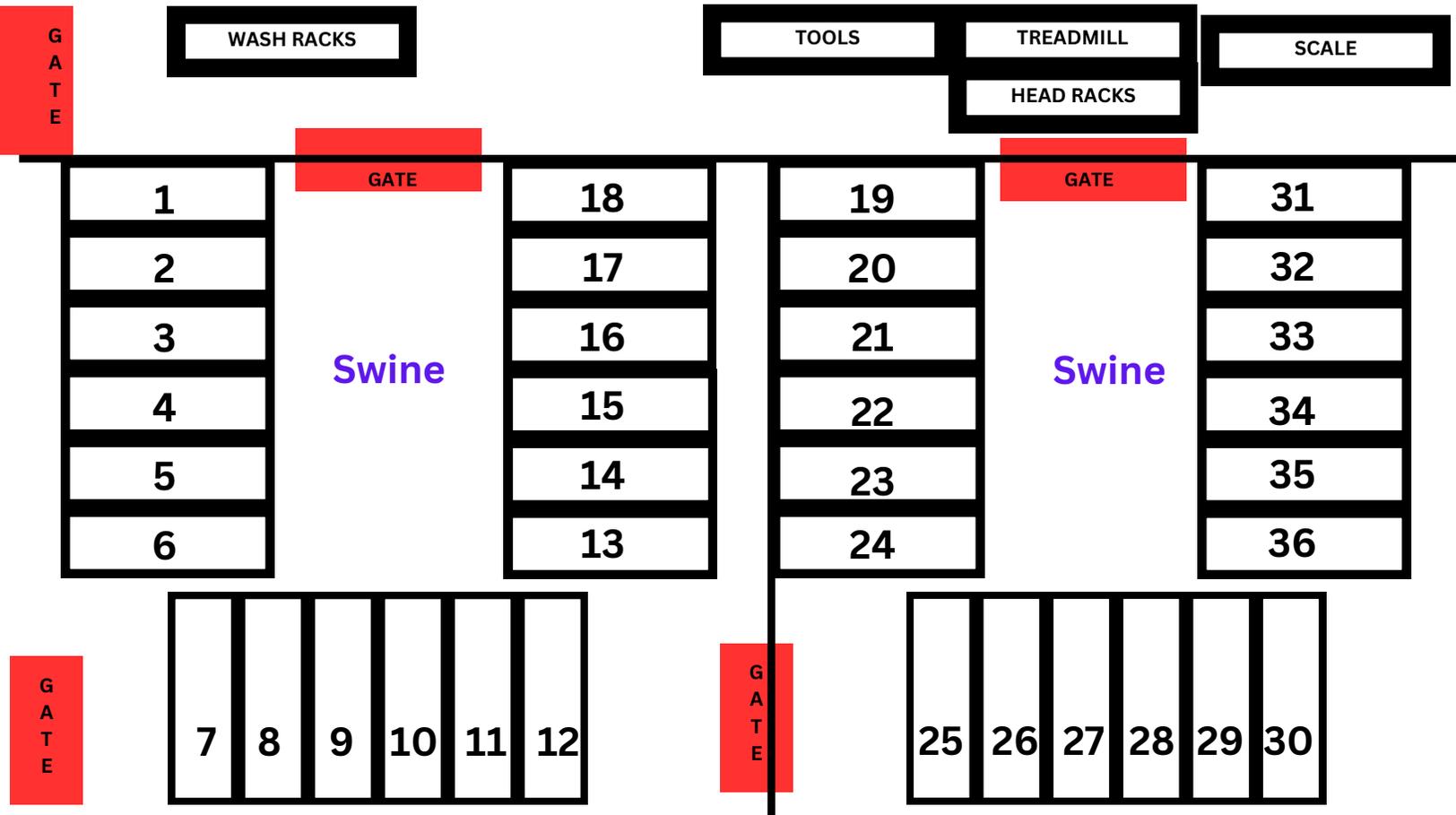
Lambs & Goats



1	2	3	4	5	6	7	8
9	10	11	12	13	14	15	16
17	18	19	20	21	22	23	24
25	26	27	28	29	30	31	32
33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48

# PEN ASSIGNMENT

Swine





## TEACHING & LEARNING - CTE



830-357-2045



[www.boerneisd.net](http://www.boerneisd.net)



235 Johns Road, Boerne, TX 78006