

# Agriculture in the Classroom Committee

## County Report Tips 2020

**Use this for a reference- put numbers on the actual form or online!**

You can use whatever 12-month time period works for you. For example: You can use September 1 – August 31, the start of school through the summer, or whatever 12-month time period works for you!

Where do you find budget information? If you attend your monthly county Farm Bureau meetings, you should be able to get it from the financial reports. Or ask your Farm Bureau field staff, county secretary or county President.

If you are uncertain about who is on your county AITC Committee, ask your Farm Bureau field staff, county secretary or county President.

We are trying to see what YOUR COUNTY organizes during the year:

- If you do trainings or in-services
- How many teachers there were and the length of the training
- If you work with college pre-service (students going into teaching) students
- If you give financial support if teachers want to attend trainings, the bus tour, national conference

“Contacts” could include mailings, phone calls, class visits, or other contact methods.

Number of schools includes the individual schools – not just school districts. A school district might have four elementary schools and two private schools that you contacted.

Number of teachers/classes- includes the total number of teachers or classes that you contacted. A school may have four 4<sup>th</sup> grade teachers that you contacted.

When you estimate how many teachers contacted/trained county-wide with AITC programs, in-services, curriculum, or other resources during the past year in the various length of time groups. Don't put a check mark- we need the NUMBER of teachers trained for that length of time.:

Estimate the number of students reached county-wide through their teachers with AITC programs, curriculum, or other resources during the past year. If your county bought or shared materials with teachers but the teacher taught it, that is what we are looking for in that section.

Estimate how many students are learning about agriculture directly from their teachers who use AITC materials. If you know the number of teachers or classes that use your materials, you can multiply that number by the number of students in each class.

Estimate the number of students reached county-wide directly with AITC staff/volunteers with programs, curriculum, or other resources during the past year. This is asking how many students your volunteers worked with directly during the year.

We have a few counties with paid staff. If your county has paid AITC staff, how many students did they contact?

What are pre-service students? Any college student who is going majoring in education. Did you do any training sessions at colleges? Were there student teachers or interns attending some of your in-school events?

Number of volunteer hours- Don't forget to add in any hours preparing for meetings or events, time spent assembling materials, doing mailings, driving to and from an activity or any other planning time involved. I really need this number - don't forget all your (and others) time spent on AITC.