

**NC STATE UNIVERSITY**

January 19, 2022

**Memorandum**

To: Middle Grades Advisors

RE: Middle Grades Rally

From: Carmen Bracey, State FFA Coordinator

FFA Advisors of Middle Grades Event Attendees:

The Middle Grades Career Development Events Rally in partnership with NC A&T State University will be held **Friday, March 4, 2022** at The Conference Center at Guilford Technical Community College, located at 7908 Lebourne Road, Colfax, NC 27235. **You must pre-register your teams online by Friday, February 25, 2022** (see page 3 for more detailed instructions).

Registration for these events will begin at 9:00am in the lobby of The Conference Center. At 9:30am, we will begin with an opening session in the Auditorium. The events will begin promptly at 10:00am in the following locations.

The awards ceremony is tentatively scheduled for 1:30pm. This may be delayed depending on the number of teams that are registered for each event.

**Registration is \$20 per person for this event** (\$10 registration + \$10 non-refundable meal cost). Additional meal tickets can be purchased by registering in [judgingcard.com](http://judgingcard.com). You will be emailed an invoice from the NC FFA office *after* the event. [Judgingcard.com](http://judgingcard.com) is used for registration only and no payment will be collected on [judgingcard.com](http://judgingcard.com). Please do not bring payment to the event.

When students are not competing in career development events, they will participate in a leadership workshop provided by the state FFA officers developed specifically for middle grades students. Registration, waivers, and the meal fee are required for all participants.

**Prepared Public Speaking**

2nd Floor Boardroom

**Parliamentary Procedure**

Pre-Function Space (Prep) and Classroom 130 (Event)

Carmen Bracey  
State FFA Coordinator  
NCSU Campus Box 7654  
Raleigh, NC 27695-7654  
Telephone: 919-513-0216  
Email: [carmen\\_bracey@ncsu.edu](mailto:carmen_bracey@ncsu.edu)

## **Exploring Biotechnology**

Classroom 131 and 132

## **Lunch** (provided)

BB&T Oak Ridge Rooms

## **Biotechnology Quiz Bowl**

Pre-Function Space (prep) and Business Resource Center (event)

## **Leadership Workshops**

Auditorium

## **Awards Ceremony**

Auditorium

### Important Reminders:

- Due to the growth in the number of participants, chapters may only register one team or participant per event.
- Manuscripts for prepared public speakers are due at the state office by 5pm on February 25, 2022. Manuscripts may be submitted electronically by emailing them to Carmen Bracey at carmen\_bracey@ncsu.edu.
- Follow the dress code outlined in the Event Guidelines for each event.
  - [https://ncffa.org/as/ncffa/i/chan/documents/NC FFA CDE Dress Code Guide Revised 2018.pdf](https://ncffa.org/as/ncffa/i/chan/documents/NC_FFA_CDE_Dress_Code_Guide_Revised_2018.pdf)
- Possession of a cell phone, ipod, smart watch, or other electronic device will result in a total team disqualification. Please review the cell phone, electronic device, dress code, and tobacco use policy for state level career development events with your students prior to the event.
- *Violations of these policies will result in penalties as outlined in the 2021-2022 Event Guidelines.*
- Participation waivers are required for this event and must be signed by a parent if the student is under the age of 18. Waivers will be collected electronically through theaet.com. *Waivers should be submitted electronically prior to the event. **No waiver = no participation.***
- Please notify the state office prior to February 25, 2022 if you have students with special needs or dietary restrictions for this event.
- **No tobacco products are permitted.** *The NC FFA Tobacco Use Policy will also be in effect during this event. This means that tobacco products, Juuls, e-cigarettes, and vapes are not to be used at any time during any official FFA event.*

In compliance with the Americans with Disabilities Act, NC FFA will honor requests for reasonable accommodations made by individuals with

disabilities. Please direct accommodation requests to: Carmen Bracey, [carmen\\_bracey@ncsu.edu](mailto:carmen_bracey@ncsu.edu). Requests can be served more effectively if notice is provided at least 10 days before the event.

### **COVID Precautions**

- It is recommended that students, advisors, and chaperones are vaccinated and/or receive a negative COVID test within 72 hours of the event.
- Masks will be required for all attendees.
- If students require a mask exemption, the proper documentation should be submitted to [carmen\\_bracey@ncsu.edu](mailto:carmen_bracey@ncsu.edu) when the student is registered to be considered.
- Equipment will be cleaned periodically throughout the event.
- Students will be encouraged to maintain social distancing.
- Students, advisors, and chaperones that are experiencing COVID-like symptoms or have tested positive for COVID within 5 days of the event should not attend. Students, advisors, and chaperones that have been recommended to quarantine or have family members that have tested positive for COVID or have been recommended to quarantine should not attend.
- If any student, advisor, or chaperone tests positive within three days of the event, the participating advisor should contact the State FFA Coordinator at [carmen\\_bracey@ncsu.edu](mailto:carmen_bracey@ncsu.edu).

Please register team members via <http://www.judgingcard.com>. Registration closes on **February 25, 2022, at 5:00pm**.

To register:

1. Go to <http://www.judgingcard.com>
2. Sign in using your username and password.
3. Click "Update My Info" to add teachers and email addresses to the account.
4. Click "Event Registration & Information," select the March 2022 calendar, and click the NC FFA Middle Grades Rally on March 4.
5. Register for the event.
6. A completed and signed waiver form must also be submitted for each registered student on theaet.com.

*JudgingCard accounts have been created for every FFA Chapter in North Carolina. To sign in, the username is 'NC' followed by their 4-digit chapter number: "NC0001", for example. The password has been preset to the same thing, with a capital "NCxxxx". If you don't know your login information, please contact [megan\\_blanke@ncsu.edu](mailto:megan_blanke@ncsu.edu).*

If you have any questions or concerns, please contact our office at 919-515-4206.

## **Advisor Checklist**

To help things go smoothly during registration, please make sure you have completed the following prior to checking in:

- Electronic waiver for each participant submitted on theaet.com prior to the event
- Two sharpened #2 pencils with erasers for each participant
- Review registration material and Event Guidelines
- Check dress code!
- No shorts
- Close-toed shoes
- No cell phones
- No smart watches
- No tobacco/vapes/Juuls

## **On-Site Checklist/After Registration**

- Disperse and adhere name badges
- Disperse meal tickets
- Direct participants to assigned group