**VI. Comments/Observations**

* While my May travel saw a significant decrease compared to previous months, a majority of time has been spent in the office, working on the NGSS course template, and to prepare for summer workshops and activities. Additionally, as teachers are working to complete graduate surveys, annual reports, and Incentive Funding Grant Applications, I have learned that while the travel has decreased, May is still a very busy month.

**V. Miles Traveled –688**

**IV. Other Professional Activities**

* Conduct E-mail and Phone Communication with teachers and administrators
* Update Graduate Survey Information
* Student Teacher Recognition Document for State Convention
* Agricultural Education Database Information Entry- Updated Website Information
* District IV Summer Workshop Planning
	+ - Higher Order Thinking Workshop
		- Reading Strategies
		- Meal and Room Planning
		- Supply Orders
		- Presenter and Attendee Confirmations
* NGSS Course Planning- Template and Activity work
* STEM Grant Final report Compiling and Review
* Annual report Filing and Data Entry
* Red Flag Report Review
* IFGA Assistance and Data Entry
* Meeting with Provisional teacher to plan for next year (SAE Information)
* Provisional Information distribution to prospective candidates
* Assistance on documents for Teach Ag Luncheon- Colleges, Top Ten, FCAE Services

**III. Meetings/Conventions/Conferences Attended**

* Section 20 FFA Banquet - Mattoon, IL
* Section 16 FFA Banquet- Sullivan High School- Sullivan, IL
* Christian County Farm Bureau- Taylorville, IL- AITC Coalition Start-up Meeting
* Moultrie Douglas Extension Field Day- Sullivan, IL
* FCAE Staff Meeting- Urbana, IL
* NGSS Curriculum Planning Meeting-Bloomington, IL
* AITC Spring Coordinators Workshop- Bloomington, IL
* Illinois Ag Ed STAR Meeting- Bloomington, IL

**II. Workshops/ Activities/ Classes Conducted / Facilitated**

* Planning for the District IV Professional Development Workshop (See Below)

**I. On-Site Professional Meetings –** 2 High Schools, 2 Teachers

* Okaw Valley High School- Aspen Cassady- Agriculture Day
* Hillsboro High School- Mikayla Johnson
* Pana High School- Brian Wood (Pick-up only)

**FACILITATING COORDINATION IN AGRICULTURAL EDUCATION**

**District IV Agricultural Education Program Advisor, Ryan Wildman**

**Summary of May 2014 Activities**