



Important Information for the OAAS District Judging Contacts

I would like to thank you all for attending our March 8th Meeting.

Here are a few highlights from that 8th meeting plus some other important information.

- We are planning on setting up monthly meetings for the District Judging Contacts, Instructors and Judging Panel. We want to keep you up to date on the latest developments and give you the opportunity to share what is working in your Districts, and what additions or changes you feel could be beneficial for the program as we look to the future.
- Please forward any topics that you would like to see covered or discussed in upcoming monthly meetings.
- I would also like to set up a regular email blast to send to you, so if you have any articles you would like to share, please send them to me at manager@oaasfairs.com.

As was Discussed in the District Judging Contact and Instructor Meeting on March 8th, the Judging Program and getting new Judges certified and recertifying current Judges has been identified as an OAAS priority for 2022-24.

A) OAAS WEBSITE

- All information related to the OAAS Judging Program, the Certified Judges' Lists, Judging School dates are listed on the OAAS website. Select the '**Ag Society Info**' button and either '**Judges Lists, Judging Schools and District Directors Information**' or '**Judging Program Information**' from the dropdown menu.
- Please email manager@oaasfairs.com if any links are not working properly or if you can't locate the information you are looking for.

B) JUDGING SCHOOLS

- Just a reminder to notify me as soon as you have a date and topic for your Judging School so we can post it on the website.
- Please consider having Apprentice Instructors assist at your Judging Schools. There is information on the website if any judge that has been an OAAS certified judge for at least 5 years is interested in becoming an Apprentice Instructor. Select the '**Ag Society Info**' button and '**Judging Program Information**' from the dropdown menu
- Here is the link to the '**OAAS Apprentice Instructor Form**' - [https://www.ontarioagsocieties.com/images/2019/OAAS Apprentice Instructor Form 2019 fillable pdf.pdf](https://www.ontarioagsocieties.com/images/2019/OAAS_Apprentice_Instructor_Form_2019_fillable_pdf.pdf)

C) UPDATING JUDGES' LIST SPREADSHEETS

- There are detailed instructions on the website - select the '**Ag Society Info**' button and '**Judges Lists, Judging Schools and District Directors Information**' from the dropdown menu and then select '**Instructions for Updating the Judge's List Template March 2022**' https://www.ontarioagsocieties.com/images/2022/Instructions_for_Updating_the_Judges_List_Spreadsheet_March_2022.pdf

Here is a quick overview of the instructions:

- **IMPORTANT:** only modify the rows with the Judges' information and years on the spreadsheets.

- **Must be submitted as an Excel spreadsheet with .xls or .xlsx format**
- **DO NOT CHANGE the spreadsheet format, titles, column spacing, page size, font size, etc. in any way when updating the spreadsheet.**
- The spreadsheet is formatted on legal size paper due to the number of columns – do not change it to letter size. If you need it printed on letter size, there are instructions on the OAAS website on how to print it on letter size.
- FYI – don't worry about updating the gray and white colouring in alternate rows of the spreadsheet – we will update it before the spreadsheet is uploaded to the website.
- Submit the updated 'Judge's List' after:
 - each judging school or
 - when there is a change to a Judge's information on the list.

Note: due to the manager's workload it may take a couple of weeks to upload updated spreadsheets to the website.

- If you are only submitting changes to a judge's contact information (and not updating multiple judges after a judging school), please list the name(s) in the email.
- Due to the time involved in reformatting a new spreadsheet, it is faster and easier to update the previous spreadsheet if there are only a few changes.

NOTE: if I have returned a 'Judges' List' to you to verify information, it will not be posted to the website until I receive your response.

- Prior to uploading your updated spreadsheet to the OAAS website, we need to reformat them to remove blank pages, add titles at the top of each page and correct any issues

D) PROGRAM: - Judging School Funding

- OAAS is providing \$200 towards cost of hiring OAAS certified Instructors **for each full day (or two – ½ days)** Judging School for up to 2 Judging Schools (full day or two – ½ days) in each District.
- If a District holds more than 2 Judging Schools in the year, they can apply for additional funding – if not all Districts hold 2 schools, the additional funding can be distributed to the Districts holding more than 2.

REQUIREMENTS:

The following provisions **must be met** for the District to be eligible for the \$200 (x 2) funding.

- 1) District must register their Judging School at least 45 days prior to the date by submitting the '**OAAS District Event Registration Form**' to the manager@oaasfairs.com .

NOTE: this has been an ongoing requirement to ensure that your District event is covered by the OAAS liability insurance. Here's a link to the form -

https://www.ontarioagsocieties.com/images/2022/OAAS_District_Event_Registration_F14.16.pdf

- 2) District must have OAAS certified Instructor running the school. If there is not a certified OAAS instructor available for the topic, an OAAS Instructor can oversee the school and a subject matter expert can be brought in to teach the topic.
- 3) Judging School categories/topics should endeavour to follow the timeframes set out in Appendix G. We are still reviewing the timeframes.
- 4) District must submit a list of successful participants that attended the Judging School(s) to manager@oaasfairs.com . **Please include the District #, Date, Topics covered and Instructor name.**
- 5) Districts must submit the updated Judges' List Excel spreadsheet to manager@oaasfairs.com
- 6) District Directors must have submitted their Vulnerable Sector check to manager@oaasfairs.com

After the criteria has been met and the list of successful participants and updated Judges' List spreadsheets have been submitted to manager@oaasfairs.com, the OAAS will send the District the payment.

E) COMPLEMENTARY HOMECRAFT JUDGING STANDARDS HANDBOOK - Initiative

- With the introduction of the updated 'Homecraft Judging Standards Handbook' in 2020, the OAAS decided it would provide one complementary copy of the Handbook to any Certified or Apprentice Judge when they attended a Homecraft Judging School in 2020.
- Due to the pandemic, we have extended this initiative to 2022, so Certified and Apprentice Judges attending a Homecraft Judging School that did not receive a new handbook in 2020 will receive one this year.
- Please let me know the number of handbooks you will need a minimum of 3 weeks prior to your Judging School so I can ship them out. For any extras above the number of people attending the Judging School(s) - you have the option of purchasing them at \$7 or returning them to me.
- There is currently an online copy of the Homecraft handbook available on the website - https://www.flipsnack.com/oaasfairs/oaas-homecraft-judging-standards-handbook_feb-2020_final/full-view.html
- The current Ag & Hort Handbook or the Homecraft Handbook can be purchased on our website at <https://www.ontarioagsocieties.com/agricultural-society-info/store>

F) PROGRAM: District Competition Funding

- OAAS is Providing \$200 towards the cost of hiring OAAS Judges for the District Competitions

REQUIREMENTS:

The following provisions **must be met** for the District to be eligible for the \$200 funding.

- 1) District must register their District Competition/AGM at least 45 days prior to the date by submitting the '**OAAS District Event Registration Form**' to manager@oaasfairs.com

NOTE: this policy has been an ongoing requirement to ensure that your District event is covered by the OAAS liability insurance. The link is listed above.

- 2) Must use OAAS Certified Judges to judge the District Competition
- 3) Submit the '**District Winners Contact Information**' form to Kathryn by the deadline (form lists the District Winners that will be submitted to the Convention). The form is located on the OAAS website - select the "**Convention**" button and '**District and Provincial Competition Rules**' and the form is located at the bottom of the page.
- 4) District Directors must have submitted their Vulnerable Sector check to manager@oaasfairs.com

G) COMPETITION INFORMATION: Provincial, District, and Agricultural Society levels

- The current list for eligible classes for the District and Provincial Competitions is located on the OAAS website - select the "**Convention**" button and '**District and Provincial Competition Rules**' - <https://www.ontarioagsocieties.com/convention/district-and-provincial-competition-rules>
- There is also a link to the '**General Competition Rules**' - https://www.ontarioagsocieties.com/images/2021/General_Rules_2022.pdf

Notification for eligible District Competition competitors

- **IMPORTANT:** We have received a few complaints in the past, that winners from the local fairs have not been provided with the date or location of the District Competition. In a couple of cases, we have ended up with very disappointed juniors that were not able to show their cookies at the District Competition because they didn't know when or where it was.
- Please ensure that either the Agricultural Society or you notifies the winners in the classes that are going to the District Competition of the date and location of the District Competition.

- As an additional measure, we will be putting a label on the back of the Competition Cards with the District Competition date and location and the Contact information for the District Judging Contact
- **Therefore, I am requesting that each District Judging Contact send :**
 - 1) **the date and location of your District Competition,**
 - 2) **confirm your email address or phone number or both – which ever is your preferred way to be contacted to manager@oaasfairs.com by April 15th.**

If your District Competition Date has not been selected yet, please ensure that the District notifies each Agricultural Society of the date and location.

Competition Supplies

In the past, the supplies for the Agricultural Society competitions, District Competitions, Directories, Fair Date Brochures and Fair Passports were given to the Provincial Directors at our annual Spring Meeting to distribute to the District Director and/or directly to the Agricultural Societies.

Since we did not hold an in-person Spring Board Meeting, the OAAS will be sending out the materials directly to each Agricultural Society and District

- Directories, Brochures, Fair passports, Competition Cards and Winners Contact Information sheet directly to Agricultural Societies.
 - For a two year trial, the Agricultural Society in conjunction with the appropriate judges will be responsible for attaching the OAAS Competition cards to the winning items.
 - This will allow the prize winning exhibits to be identified at the time of judging. In the past, in some districts, the District Directors had been responsible for attaching the card to the winning item at fairs
- Directories, Brochures, Fair passports will be sent directly to the District Secretary. There will also be an envelope with ribbons for each of the classes for the District Competitions. Please ensure that the ribbons are available for the District Competition.

IMPORTANT – some Districts have indicated that they already have a supply of some of the ribbons. We ask that you please check and let us know how many and what placings your District already has and let us know.

H) FUTURE PLANS

Here are some of the proposed projects that we have been working on or planning for the future.

- Review and update ‘*Agriculture and Horticulture Judging Standard*’ Handbook
- Finish reviewing and updating/splitting the ‘*Guide to Holding a Homecraft Judging School*’ into separate guides for Districts, Agricultural Societies, Judges, and Instructors.
- Create course outlines for each Category within our Judging Schools
- Assist Districts to schedule more Judging Schools
- Implement a ‘Judges List’ Database – discussions are ongoing with AssistExpo
- Suggestions for other projects that should be considered

NOTE: If you are interested in assisting with any of the above projects, please send an email to manager@oaasfairs.com indicating what specific project(s) you are interested in and an outline of your experience in relation to those project(s).