

Ontario Association of Agricultural Societies





Welcome to

Getting It Right-

A Guide to Planning and Carrying Out a Successful OAAS Judging School

Presented by Colleen Anderson
February 2020 OAAS Convention

The success of an OAAS Judging School depends entirely on careful planning and an understanding of the expectations of both the SPONSOR and the INSTRUCTOR



Who should sponsor or host an OAAS Judging School?

District Executive, Agricultural Society, Group of Judges or an interested Individual keeping in mind that it must be taught by a Certified OAAS Instructor in order for the attendees to earn certification.

If an OAAS Certified Instructor is not available to teach one certain portion of the Judging School e.g. photography, then a Certified Instructor should be hired to teach the Judging School and have a “Qualified” person attend to teach the photography part of the course.

Who should sponsor or host an OAAS Judging School? ...cont'd



The OAAS highly recommends that wherever possible, experienced Certified Instructors have an Apprentice Instructor assisting them so we can continue to build our group of Certified Instructors.

Certified Instructors should never have more than ONE Apprentice assisting them.

Reasons For Holding An OAAS Judging School



- Shortage of Certified Judges,
- To begin a programme to train Apprentice Judges,
- To assure Apprentice Judges a venue to graduate as a Certified OAAS Judge,
- To allow Certified Judges to update on a regular basis
- To encourage Society Directors and Members and especially Exhibitors to attend so they will know exactly what the Judges at your local fair are looking for.

How Often Should A Judging School Be Held?



- At least once a year but this will depend on the need in your area.
- To allow your current Judges to remain Certified and train new Judges in different Categories you may have to look at holding more than one a year or consider working with another District to ensure that all categories are covered in your District on a regular basis (at least once every three years} and there is not an overlap of similar dates or courses being offered .

Where Do I Begin When Planning An OAAS Judging School?



- By studying your current list of Certified Judges and Apprentices to see when the last Judging School in each Category was held.
- Choose the Category where the most Judges need updating OR the Category where there is the greatest need for more Judges.
- Determine the length of your Judging School. Are you planning on one or two days?
- The Categories you will choose will determine if you can cover one or two in a day. See the Appendix G Judging School Categories for suggestions on the time frames required for the different Categories.

Planning An OAAS Judging School? ...cont'd



- Choose a suitable venue such as an Agricultural Hall or building, local Church Hall, Municipal Building, Service Club facilities or Community Centres. It is important to secure a facility that is wheelchair or walker accessible.
- Try to get a venue that is central in the District to even out the travelling time for each Society BUT try to rotate the location of the Judging Schools to give any interested Societies a chance to host an OAAS Judging School.
- Choose more than one date before contacting an Instructor.
- Contact a Certified OAAS Instructor offering at least two possible dates for the school to be held.
- In this initial discussion make sure to discuss content expected, remuneration, accommodation and mileage so there will be no surprises!

Planning An OAAS Judging School? ...cont'd



- What hours will the Instructor be expected to instruct?

Sometimes two Instructors will be needed if you are expecting a large number of persons attending.

- Offer a contract if necessary. Judges sign one for Judging assignments.

- It is my opinion that you SHOULD NOT hire the same Instructor each time you host a Judging School.

Although we all should cover the same content, each Instructor has a different presentation.

As a participant at an OAAS Judging School you need to hear different presentations to expand your thoughts and knowledge of judging .

Planning An OAAS Judging School? ...cont'd

- Before contacting your Societies to advertise your Judging School, pay careful attention as to the cost involved. Have you considered lunch, snacks, printing costs and miscellaneous items such as paper plates or plastic spoons, etc. used in judging baking ?
- Then decide the amount you will have to charge each participant to attend, keeping in mind at this point you will have to estimate the number who might attend. It's a good idea to float the idea of a Spring Judging School at the fall District Meeting to get a feeling of how many might be interested in attending a Judging School in the Spring.
- Plan your Judging School as far in advance as possible to allow participants to make arrangements to attend



Planning An OAAS Judging School? ...cont'd

- Since one complaint we are receiving is the high cost of attending an OAAS Judging School, consider a brown bag lunch to cut costs. Then you will just have to provide drinks and maybe a sweet. Suggest carpooling to save transportation costs.
- NEVER use an OAAS Judging School as a fund raiser.
- Get your advertising out early, and as a courtesy, mail, email or phone every Certified Judge or Apprentice in your District to notify them of the upcoming Judging School.
- Remember that every Certified Judge or Apprentice does not attend an Agricultural Society meeting and so they sometimes slip through the cracks and miss the Judging School.



Planning An OAAS Judging School? ...cont'd

- Also make sure you notify the OAAS Manager of the date, time, location and categories to be covered as soon as your plans are finalized so your Judging School information can be posted on the OAAS website.
- Many people contact Vince wondering when Judging Schools will be listed on our website.
- Interested people will travel, even across the Province, to attend Judging Schools, particularly for categories that are not held regularly.
- If there is a concern that the Judging School will fill up before your own Judges can register, you may give priority to your District Judges and then open registration to others after a certain date.



Planning An OAAS Judging School? ...cont'd

- Now you have your venue, your Instructor and your advertising has been done. Now comes the hard part of tying all parts together.
- Get back to your Instructor and get a list of the items she/he will require to make this school a success.
- Will she/he need one quilt in each category or three quilts? How many chocolate cakes will be needed to make sure participants have adequate items to work with?
- This should be well organized ahead of time. It is not enough to just ask everyone to bring in items for practice judging.



Planning An OAAS Judging School? ...cont'd

- The Instructor should know ahead of time what she/he has to work with .
- If you are having trouble finding enough articles, sometimes the Instructor will offer to bring some items themselves.
- When you have too many items brought in for practice judging, there is not time to present every one of them which means some are never taken off the table and examined which is very discouraging to the person who brought them in.



What should the Instructor expect from the Host Group?

- Proper seating arrangements, either half circle or classroom style (rows) where the Instructor is facing the participants at all times.
- A long table suitable for laying a quilt flat.
- Several other tables where participants will be able to break into groups for “hands on “ judging practice. Ample articles for practice judging.
- All cell phones tuned off.
- Lunch and snack arrangements.
- Evaluation slips or charts.
- Some backup help to keep the agenda moving.



What should the Host Society expect from the Instructor?

- Be on time and leave when the course is complete,
- Cell phone turned off and ready to take charge.
- Have full knowledge of the categories you have been asked to instruct.
- Be familiar with, present and stress the contents of the latest copy of the Homecraft Judging Standard Handbook.
- Demonstrate the correct way of judging and displaying each article presented such as bread (how the bread is formed, weight, crust, colour, how to cut and examine the texture and finally the taste) or quilts (how to measure, fabric, corners, front/back, binding, seams and quilting stitches and is it in the correct category.)



What should the Host Society expect from the Instructor? ... cont'd

- Teach them to judge by the numbers in the Homecraft Judging Standards Handbook as some fairs require a Judge to complete a form using these numbers.
- Answer any questions pertaining to the judging of an article but not to the proper technique to be used to prepare or complete an article.

In other words how to tie in or bury the thread ends on a machine quilted quilt, or how to construct a mitred corner are better left to lessons given at a quilt shop or craft classes, not the Instructor.



What is expected of anyone attending a Judging School ?

- Be on time and stay until the School ends.
- Turn off cell phones or at least put on vibrate.
- Take an active part by participating in “hands on “ judging practice.
- Ask questions, offer opinions and be willing to accept criticism if it will help you learn.
- Make sure the Host has your correct information and contact your District Secretary when ever it changes.



Evaluating the Judging School



1. Have a sheet or form prepared by the Host Society evaluating the Instructor (were they on time, were they up to date with the subject matter, did they offer helpful tips, were you rushed, would you attend another Judging School presented by this Instructor.)

2. Evaluation sheet or form rating the performance of the participants prepared by the Instructor (were they on time and did they stay until the completion of the course, did they take an active part in conversations, did they offer ideas for discussion, did they respect the rights of other students or did they dominate the conversations and did they share ideas)

If there is time, have someone demonstrate a craft or a topic related to the Judging School, that is fairly new to the area where the School is being held .

What does the OAAS require from the Host?

1. Districts make sure you complete the OAAS District Event Registration form on the OAAS website at least thirty (30) days prior to your Judging School. The OAAS requires the information at least 30 days prior to your School for insurance purposes. If your facility requires proof of insurance, you must submit the form at least forty-five (45) days prior.
2. Districts are required to update the District Judge's List whenever they host a Judging School and anytime they receive updated contact information from the Judges on the list and forward it to the OAAS Manager.



What does the OAAS require from the Host? ...cont'd

3. If an Agricultural Society or other individual sponsors a Judging School, they must download the new form ***“Record of Judging School Attendees (non-District run schools)”*** from the OAAS website to record all the participants information and **must** send it to the local District so they can update the District Judging List.

4. The OAAS will provide the Districts with a free Judging Standards Handbook for each participant at their Judging Schools in 2020. However, the Districts must notify the OAAS manager PRIOR to the Judging School and must provide us with list of all attendees that participated in their Judging Schools to be eligible for the free books within 30 days after the completion of the Judging School.

Vince will be sending an email with the details on this initiative to the Districts.



Thank you for attending this seminar



Questions, Comments



www.ontarioagsocieties.com

www.ontariofairs.com



Ontario Association
of Agricultural
Societies