

# Logan County 4-H Family Handbook

A resource guide for our 4-H program.



4-H FAMILY \_\_\_\_\_



Welcome to Logan County 4-H!

This guide has been prepared to help you gain a better understanding of the Logan County 4-H Program. Logan County is part of the Golden Prairie District which includes Logan, Gove, and Trego counties. While we do some 4-H events with the other counties, we are still considered “Logan County 4-H.”

This handbook will not have all of the answers, but hopefully it will provide an insight on the 4-H Program. All of us involved with the Logan County 4-H program feel we have much to offer our members (and potential members), and want to make your family’s 4-H experience worthwhile.

4-H is a Family Affair! Every member of the family, children and parents alike, can benefit from belonging to and participating in 4-H. Parents of a 4-H member are extremely important. Your children need your support, help and guidance to get the most out of any experience.

No one can influence or do as much for children as their own parents. The 4-H program is adults and youth, parents and children, working together to accomplish goals. 4-H provides an opportunity for youth to have other significant adults in their lives that have a positive impact on their life skill development.

The 4-H program, projects and activities offer many opportunities for parents to positively influence their children. Please join our 4-H program with the understanding that the whole family involvement is the key to developing youth and helping our 4-H program remain progressive and educational. 4-H is a family affair--we are proud of the need for parents and children to work together.

If you have any questions about the 4-H program please do not hesitate to contact me.

Again, welcome! We are glad to have your interest in the Logan County 4-H Program.

Sincerely,



Gracie Tyler  
4-H Program Manager  
Golden Prairie District –Logan County



Like our Facebook page, “Logan County Kansas 4-H” for event and program information!

## WHAT IS 4-H?

- ✿ 4-H is a volunteer led, educational program that supplements the teachings of home, school, and church.
- ✿ 4-H is an informal educational program for all boys and girls, whether they live in town, the country, or on a farm. (A youth may join at any time during the year when they turn 7 years old). There is a Cloverbud option for youth ages 5 and 6.
- ✿ 4-H is having fun and learning with their friends.
- ✿ 4-H is older 4-H'ers sharing experiences and teaching younger members things that they've learned by doing.

## THE PRIMARY OBJECTIVE OF 4-H IS...

The basic philosophy in 4-H is to strengthen the mental, physical, moral and social development of boys and girls; therefore, helping develop more desirable citizens and leaders. The main objective is the development of boys and girls through participation in projects, events and various activities.

4-H is intended to supplement, not replace, the three primary educational institutions...namely school, home, and church.

## YOUNGSTERS ENJOY 4-H BECAUSE...

While all youth are different, they are also alike in many ways. Five inner desires are shared by all youth:

- ✿ They want to belong
- ✿ They want to achieve
- ✿ They want to become independent
- ✿ They want experiences and adventure
- ✿ They want affection

The wide variety of "learn by doing" projects, activities, and events which make up the 4-H program contribute to meeting these needs. Decision making, individual responsibility, achievement and recognition further help make 4-H satisfying.

## GOALS

4-H is youth and adults growing together to become better citizens. As teaching methods, 4-H uses learning-by-doing projects, club meetings, community service, events and experiences for young people and adults as they work toward attaining citizenship and leadership-developing life skills.

Life skill goals in 4-H are more than just empty words. They are meaningful to children and their families, and Extension 4-H programs support the five outcome skills to develop.

- ✿ Positive self-concept
- ✿ Sound decision-making
- ✿ Positive interpersonal relationship
- ✿ Desire for lifelong learning
- ✿ Concern for community

## WHY AND WHEN DID 4-H ORIGINATE?

4-H work, as we know it, began in Kansas in 1905 (in the U.S. in 1902) as a means of reaching parents with improved farm and home practices. It was based upon the assumption that if new ideas were instilled in the minds of the youngsters, they would convince their parents to try these innovations. The second reason 4-H was developed was because the schools were not meeting the needs and interests of rural youth.

The first organized 4-H clubs were small groups covering a single topic such as beef, corn, gardening and canning. There were corn, poultry and garden clubs in Kansas as early as 1905. The first county agents were hired about 1915 and the first Kansas State 4-H Leader was hired in 1916.

## MOTTO

"To Make The Best Better"

## EMBLEM



The 4-H Emblem is the four-leaf clover with the letter "4" on each leaf, standing for head, heart, hands and health.

## **COLORS**

The 4-H colors are green and white. Green symbolizes nature's most common color and represents life, springtime, and youth. White symbolizes purity.

## **4-H PLEDGE**

I Pledge:

My head to clearer thinking,  
My heart to greater loyalty,  
My hands to larger service,  
and  
My health to better living,  
For my club, my community,  
My country, and my world.

## **4-H MISSION**

Kansas 4-H Youth Development uses unique strategies and opportunities to engage youth in reaching their full potential through partnerships with caring adults.

## **4-H VISION**

Kansas 4-H Youth Development provides a world where youth and adults acquire and advance positive life skills by learning, growing, and working together.

## **AGE**

4-H membership is open to all boys and girls whenever they turn 7 years of age and have not turned 19 years of age prior to January 1 of the current year.

## **CLOVERBUDS**

Logan County has a Cloverbud program that provides an opportunity for youth 5-6 years old to join the 4-H program. They can take certain projects, but do not "complete". Their focus is learning and doing activities.

## **SCOPE**

4-H is in all the states and in over 80 foreign countries.

## **PROJECTS**

Other than age, the only requirement for 4-H membership is that 4-H'ers enroll in at least one project. There are about 48 project areas from which to choose. Members are expected to complete the projects in which they enroll. Most animal projects have an ownership deadline.

## **LEADERS**

Adults serve as two types of leaders. Project (subject matter teachers) and Community (organizational leaders). Helping boys and girls grow through their 4-H opportunities can be a very rewarding experience for adult volunteers.

## **4-H RECORDS**

Each member is encouraged keep a record of their 4-H work. Records are not an extra task, but a part of 4-H work. Few young people (adults are no exception) enjoy record keeping. However, in our society, the record habit is quite valuable.

A good record book...

- ✿ is a measuring stick. Members and leaders are kept informed of the member's progress and will usually stimulate self-improvement by the member.
- ✿ is a mirror. It will reflect accomplishments and therefore serve as the basis of awards, trips, and other recognition.
- ✿ teaches a desirable habit. Modern day society demands that each and every one no matter what vocation, keep track of financial and business matters. Developing this habit early in life will be a valuable asset.
- ✿ can be achieved only when there is the proper attitude and cooperation between member, parents, and leaders.

More information on completing records are available on the Kansas 4-H website or by contacting the Extension Office.

## **What is a 4-H Club?**

A 4-H club is a group of at least five boys and girls organized with officers appropriate to the group and with one or more leaders under the sponsorship of the Cooperative Extension Service.

The club is organized within a social unit, neighborhood, church, school, even a business. The size of the club should be suitable to the age of the members, meeting place & leadership available. This type of club is called a community 4-H club. Most clubs hold monthly meetings, normally the same week night each month.

## **Who is responsible for the administration of the 4-H program?**

The Cooperative Extension Service is a cooperative undertaken by the United States Department of Agriculture, the land-grant colleges (for us, Kansas State University), and the County Extension Councils.

The Extension Service has charge of carrying up-to-date information from the classroom and laboratory to the people of the State and bringing back to the university those problems that can be solved only by careful study and research.

The purpose of the County Extension Service is to provide instruction and practical demonstrations in agriculture, marketing, family and consumer sciences, 4-H and youth work, and community development to ALL persons in the county. The County Extension Councils hire college trained agents in 4-H and youth, agriculture, and family and consumer sciences to plan and conduct the respective programs in the county.

## **How does 4-H operate?**

Simply: Learn by doing. 4-H Club members can vary greatly from four or five youngsters and one or two adult volunteers to clubs that are larger. Some clubs have grown to 40 or more 4-H'ers.

Clubs meet monthly, generally on the same night of the week, to handle their business affairs, programs, and recreation. When it is time to learn, make, or do something in a project the 4-H'er attends separate project meetings that relate to the projects.

There are five key steps to successful 4-H Clubs:

1. **Getting acquainted:** This is especially important for younger and new 4-H'ers and generally needs to happen at every meeting with some sort of get acquainted activity.
2. **Deciding what to do:** This happens at the beginning of the 4-H year and whenever a group or committee gets together. A 4-H'er also decides what projects to work on (with parental help).
3. **Action:** This is when things happen. It is the meeting, tour, picnic, camp, or making something. In other words, it is learning by doing.
4. **Measuring progress:** This can happen at every meeting when 4-H'ers talk about what they have learned, made or done. 4-H records are a good tool for the 4-H'ers to measure their progress.
5. **Celebration:** This is helping 4-H'ers feel good about what they have done. This could be a part or an achievement night. Telling someone face to face what they have accomplished, works great!

## **Have objectives changed since its early days?**

Yes! Following the "teach improved practices to farmers and homemakers through their children" idea came from World War I and the "food for victory" theme. Following the war, the "keep them on the farm" objective was foremost in people's minds. Food production was emphasized again during World War II.

Today, the objective is the development of boys and girls, providing a wide variety of learning opportunities in which all youth can participate. 4-H is for all youth, in the city or in the country.

## **What are the purposes of 4-H Club Meetings?**

The purposes of 4-H meetings are to help boys and girls:

1. Acquire new information

2. Learn to use leisure time creatively
3. Develop social skills
4. Acquire leadership and citizenship traits

4-H members are given the opportunity to learn and practice decision making in group situations by using the knowledge and skills acquired at these meetings. 4-H members are expected to attend the monthly meetings. Parents are needed to attend the meeting with their children. **4-H is a family affair.**

### **How often does the club meet?**

Most clubs hold their monthly meetings, normally the same night each month (i.e., 2nd Mondays).

### **What is a club meeting like?**

The 4-H meeting includes business, educational program, and recreation. 4-H meetings normally last 1 to 2 hours.

### **What is the educational program?**

This part of the meeting is designed to help members learn more about subjects of general interest in the entire 4-H program. 4-H teaching is unique - it is "learning by doing". Good 4-H teaching employs seeing, hearing, and doing. The educational program will include talks and demonstrations by the members. Outside speakers may also present programs for 4-H meetings, plus fun activities too.

### **A 4-H meeting may have the following parts:**

#### **Presentations:**

- ✿ Demonstrations: These talks are "show and tell" type presentations where the 4-H'ers share some of the things they've learned in their projects. Actual articles are used to show the steps necessary for a finished product. Most demo's consist of three parts:
  - ✿ Introduction - explains the purpose
  - ✿ Body - outlines subject step-by-step
  - ✿ Summary - reviews important points and gives opportunity for questions
- ✿ Illustrated Talks: These talks differ from demonstrations in that they "tell how" rather than "show how". Charts, model and other visuals are important for illustrated talks.
- ✿ Project Talks: These talks are given about the members' projects. The project talk can relate things experienced in the project, or give information relating to the project.

**Business Session:** This portion of the meeting should be short and snappy. It is a small democracy in action. Parliamentary procedure is used and all members have a chance to discuss.

**Recreation Session:** The recreation portion of the meeting distinguishes the 4-H meeting from other educational activities. Recreation may include challenges, group singing, dodge ball, relays, guessing games, singing games, active games and quiet games. Everyone gets to play.

**Refreshments:** Some clubs serve refreshments at meetings, although this is not essential. Usually, different families are hosts each month. The learning experience for the members who select, prepare, and serve the refreshments is the prime concern. Club members should learn how to select simple, nutritional, inexpensive refreshments and how to serve them. Parents can and should help by giving suggestions and guidance.

### **How are good monthly meetings accomplished?**

Planning is the key. It takes considerable thought, initiative, creativeness, and the making of plans well ahead of time. Most clubs outline their educational programs for each month early in the 4-H year. Generally, program

planning is done by the club officers and junior leaders with guidance from community leaders and the club parents' committee. The exact planning program varies from club to club.

### **Who conducts the club meetings?**

Each club normally elects officers at the start of the 4-H year. Officers elected may include president, vice president, secretary, treasurer, reporter, recreation leader, and song leader. Other officers may be elected, depending on the club.

### **Who provides leadership?**

Parents are usually the best source of adult leaders, but not the only source. Other friends of 4-H such as parents of former 4-H'ers, retired persons, and young adults are often willing to help the 4-H'ers. Leadership for monthly club meetings is provided by the community leaders.

### **What is the role of the Extension Agent and Program Assistant?**

The Logan County Extension 4-H agents and Program Assistants provide leadership for the 4-H youth activities on a county-wide basis -- conduct leader trainings, planning activities, and keeping everything organized. The Extension Agent or Program Assistant provides leadership and support for special interest youth programs throughout the county. The Agent or Program Assistant is available to answer any questions concerning the 4-H youth program.

### **4-H teaches these five life skills...**

1. **Building Self Confidence** - through feelings of acceptance by others and success in meeting increasingly difficult challenges.
2. **Developing an inquiring mind** - through mental stimulation, curiosity, and enthusiasm, for finding out about the world and its people.
3. **Learning to make decisions** - through use of knowledge, skills, and value in identifying, defining and analyzing problems, and then selecting from alternative solutions.
4. **Relating to others** - through communication of information and feelings, respecting differences among others, dealing with conflict, and applying democratic practices in problem solving.
5. **Developing concern for the community** - through awareness of the natural and social communities and their interrelationships, learning to respect difference, and assuming responsibilities to help.

### **What are the principles of 4-H?**

It is not what we know, but what we believe that determines what we do. 4-H leaders and parents can make their best contribution to the development of boys and girls if they understand 4-H objectives and principles.

- ✿ The 4-H club members are more important than the project.
- ✿ Project work is one of the best devices for developing young people. To "learn by doing" is fundamental in any sound educational program and is characteristic of the 4-H program.
- ✿ 4-H is not trying to replace the home, church or school, only to supplement them. This does not mean that 4-H should avoid areas dealt with by school or church, 4-H music, dramatic, etc., may give additional opportunity for participation.
- ✿ 4-H'ers should be their own best exhibit. This means in manners, attitudes, and courtesy, as well as appropriate dress and physical appearance.

- ✿ Competition is a part of life and should be recognized in 4-H as a human trait, but competition requires careful planning and safeguards when used as an educational device.
- ✿ No 4-H award is worth sacrificing the reputation of a 4-H member or leader.
- ✿ A blue ribbon 4-H'er with a red ribbon exhibit is more desirable than a red ribbon 4-H'er with a blue ribbon exhibit.
- ✿ Many things are caught rather than taught.
- ✿ Every 4-H member needs to be noticed, to feel important, to achieve some degree of success, and to be praised.
- ✿ Our job is to teach 4-H members how to think, not what to think.

## Who's Who in 4-H

### LOCAL CLUB LEVEL

**4-H Member** is any child 7-18 years of age who participates in a local 4-H group or activity.

**Cloverbud Member** is any child, 5 or 6 years of age who participates in a local 4-H group or activity. Cloverbuds participate in many of the same activities as 4-H members. They have a small list of projects to choose from. Emphasis is put on cooperative learning, not competition.

**Project** is a learning experience for the 4-H member where they make or learn to do something. Each member should take at least one project, and complete the record book for the project.

**Project Leader** is a volunteer who helps boys and girls as they learn, make or do something. This person can be a 4-H parent who agrees to help with a project. It may also be a Junior Leader or a person from the community who has knowledge in a particular subject matter area.

**Junior Leader** is a 4-H member who is 12 years old and is enrolled in the Leadership project. They take an active part in helping the younger members in the club. By doing this, they grow, mature, and learn leadership skills.

**Parents** are very important to the success a child may have in the 4-H program. Parents are encouraged to attend monthly meetings and project meetings with their child. All county-wide events are open and parents are encouraged to attend. Parents' key role is the support they give to their children: support the child in the commitment they made, help them think through decisions, and see that they reach their goal. Other responsibilities including fair setup and fair cleanup.

**Community Club leader** is an adult volunteer or volunteers who are responsible for the organizational part of the 4-H club. They work closely with the County Extension Agent, club officers, 4-H council representatives, and parents' committee to make their 4-H club successful and educational.

### COUNTY LEVEL

The **4-H Program Development Committee (PDC)** is an elected body of six people. They are responsible for the direction of the county 4-H program.

**4-H Council:** 4-H clubs each have three youth and one adult representatives to this group. They meet every other month. Council plans 4-H activities and events that take place on a county-wide basis and set some county 4-H policies. Many times Council members will receive information and bring it to the club for discussion. Council also is in charge of the funding of the Logan County 4-H program.

**Extension Agents or Program Assistants** are the professionals who administer the 4-H program. Logan County has a 4-H Program Assistant and a Family and Consumer Sciences Agent who work with the 4-H program. The Logan County Extension Office is at 710 W. 2<sup>nd</sup>, Oakley, KS 67748. It is open from 8 a.m. to 5 p.m., Monday – Friday. The phone number is 785-671-3245. The fax number is 785-671-3246. E-mail address: [gracietyler@ksu.edu](mailto:gracietyler@ksu.edu). You can also find information on the website at: <http://www.goldenprairie.k-state.edu> and you can like us on our Facebook page titled "Logan County Kansas 4-H."

### STATE LEVEL

**State Specialists** are people with the responsibility of providing the support material. There are currently nine State specialists, with four being located in area Extension offices. The Northwest Area Extension 4-H and Youth specialist and is located in Colby. Each one has a specific part of the total 4-H program. The State 4-H Leader is located at Kansas State University, Manhattan.

**Kansas State University** is the land grant college that has the responsibility for taking education to the people of the State, and the 4-H program is part of that directive.

**Rock Springs 4-H Center** is the statewide 4-H camp and is located between Herrington and Junction City on Highway 77.

The **Kansas 4-H Foundation** is a nonprofit organization that works to provide additional resources for the 4-H program. They sponsor scholarships, funding for programs, and assist where needed.

### **NATIONAL LEVEL**

The **National 4-H Council** is an organization with an office located in Chevy Chase, Maryland (301) 961-2800. The National 4-H Council is also the base of National 4-H Supply Service. <https://shop4-h.org/>

The **National 4-H Center** opened in 1959 and is located in Washington, D.C. The center has expanded into one of the most modern residential-educational facilities in the area for meetings and conferences. The 4-H Center is open 365 days a year and is a great place for 4-H families to stay and visit when in the Chevy Chase/Washington, DC area. 301-961-2806

## 4-H Projects

The 4-H project is the “gateway” to the rest of the 4-H program. Projects provide the basis of the 4-H program by offering various educational experiences. Carrying out a project will help the member “learn by doing” as well as learn “why” things happen the way they do.

### What are Projects?

Projects are real life experiences that help 4-H’ers learn to make sound decisions. Projects put the hands and mind to work. There are over 30 different projects with a variety of different phases or degrees of advancement. Most of the projects have been planned with several phases so that a member may advance to more difficult and challenging activities. 4-H projects take on a wide variety of interests and activities and are designed to attract members regardless of their place of residence, economic status, or race.

### What are the objectives of 4-H projects?

1. Create a sense of ownership
2. Give a feeling of achievement
3. Strengthen family and community ties
4. Provide members the opportunity to:
  - A. Learn project skills
  - B. Develop and understand project knowledge
  - C. Develop good attitudes
  - D. Assume responsibility
  - E. Provide healthful competition
  - F. Make meaningful decisions
5. Provide leisure time activities
6. Explore career opportunities and thus the need for continued education. All projects are, in a sense, career explorative, giving each member a taste of the work and responsibilities involved.

### What is the “Project Guide”?

The guide lists guidelines and suggested learning experiences for every project. Copies are available at the Extension Office or at [Kansas4H.org](http://Kansas4H.org). Be sure to look at a copy before making your project choice.

### How do you select projects?

Parents and members should know and fully understand what is expected of the 4-H’er before enrolling in the project. Projects are selected early in the 4-H year when enrollment is submitted. Generally, younger members should limit their projects to one or two. Older, experienced members are able to complete several different ones, including those that are more difficult.

In selecting projects, consider:

1. Does it meet the needs and interests of the member?
2. Is the project in keeping with age and ability of the member? Will it challenge him/her educationally?
3. How much time does the member have and how much time does the project require? What season of the year has most of the activity of the project?
4. Is the project acceptable to you as parents and does it fit into the family needs and situation?
5. How much will the project cost?
6. Are adequate space and equipment available?
7. Is there an opportunity for ownership and management responsibility?

8. Are there leaders to help with the project or are you willing to help the member with the project?

### **How are Projects Conducted?**

Project work is conducted through various activities and events such as:

- ✿ Projects meetings/workshops
- ✿ Tours
- ✿ Demonstrations and talks at regular club meetings
- ✿ Family activities or individual work at home
- ✿ Exhibiting at shows and fairs
- ✿ Record keeping

### **What is the role of the project leader?**

4-H Project Leaders are people who have an interest in a particular area. They are willing to share their time, talents, and efforts with a group of young people.

You could be a project leader! It doesn't take an expert to be a project leader. The most important ingredient for project leaders is that they are interested in working with youth. If you would consider being a project leader, visit with your club's community leaders or parent advisory committee members.

Many projects have leader's guides to assist leaders. You might also check with the Extension Office as sometimes project leader's trainings are available.

The project leaders will notify members when and where the project meetings will be held.

**4-H members may add or drop projects no later than May 1 of the current year.**

## 4-H Activities

There are a wide variety of activities that are offered to 4-H members and their families. Participation in these activities are encouraged, but not required. For many activities there are pre-entry needs, and for some a cost to participate (especially trips). The following is a list of activities offered on the local, county, state, national and international levels. This list is designed to give you a little bit of information on each opportunity. More information will be supplied in the monthly newsletter sent to each 4-H family, or contact the Extension Office with specific questions.

### Local Club Activities

Officer's Training - All club officers are asked to attend this yearly event to learn about their office duties and leadership development. This is usually held in November.

Club Tours - Many of the 4-H clubs hold a 4-H Tour during June or July of each year. Tours provide an opportunity for 4-H'ers with animal, garden, etc., projects to "show and tell" their projects to other 4-H'ers and parents in their club. Many clubs include a picnic, swimming party, or some other family activity.

Club Projects - Each year, clubs usually select a project that the club works on as a group, usually a community service project. The purpose of the club project is to perform a service to the community and to encourage unity and fellowship between club members.

Additional club activities are planned by the individual 4-H clubs. Visit with your club's community leaders about the particular activities of your local 4-H club.

### County-wide Activities

4-H Club Days - 4-H'ers make presentations to share things they've learned in 4-H. Presentations include speaking (show and tell, project talks, illustrated talks, demonstrations, public speaking categories), talent and musical numbers (solo and group), and gavel games (parliamentary procedure). Presentations are evaluated and awarded top blue, blue, red or white ribbons. 4-H'ers are divided into age divisions for competition. 4-H members are judged against a standard, not against each other. The event is usually held in March, on a Monday evening. Top Blue recipients from 4-H Days will get to advance to Regional 4-H Club Day (see Multi-County Events).

Spring Shows - Spring Shows are held in lots of project areas to give 4-H members a chance to exhibit their project work at places other than at the 4-H Fair. Be watching for dates in the monthly newsletters starting in March or April.

Judging Schools and Contests - Judging provides a fun way for 4-H'ers to learn more about how to make decisions. 4-H members may participate in any judging contest regardless of projects enrolled in. Judging contests are held in conjunction with other events and are done by age divisions. 4-H'ers must compete in county contests to be eligible for selection for State Fair judging teams.

County Fair - The Fair provides an opportunity for youth to show their project work. Exhibits are evaluated by judges and receive a ribbon denoting its quality in comparison to a standard. The 4-H Fair is held in Oakley, usually the third week of July. A fair book is made available in May/June to each 4-H family. Pre-entry is needed, no entry fee. Most exhibits that receive a Purple ribbon are eligible for exhibition at the Kansas State Fair.

Conference Judging - In this type of judging, the judge and the 4-H member visit about the exhibit being evaluated. Knowing "why" they receive a certain ribbon greatly increases the 4-H'ers learning experience. Conference judging is used at most 4-H events. Parents may listen to the judge, but may not enter into the discussion.

4-H Peach Sales Fundraiser - A county-wide fundraiser is held each summer and fall to raise money for the 4-H Council. The 4-H Council supplies the funding for all of the 4-H in Logan County. So, it is a very important fundraiser. We usually start selling boxes in June and end in August. The peaches are then delivered in Mid-August to early September. Each family is required to sell a certain number of boxes in order to benefit from the scholarships that the council offers.

Achievement Night - Is held at the end of the 4-H year, in November to recognize 4-H members individually for their accomplishments throughout the year. 4-H members will want to come with their families to receive their awards.

Logan County 4-H Day Camp- Each year all the youth in Logan county ages K-4<sup>th</sup> grade are invited to attend day camp. This camp gives youth the opportunity to experience a shorter version of the camps that they can attend at Rock Springs.

### **Multi-County Activities**

Regional Club Day - 4-H'ers earning a Regional Blue at 4-H Club Day are invited to attend Regional Club Day. It is held on a Friday evening in March or April at Brewster. 4-H members from 9 counties give their presentations at this event in all categories from 4-H Days.

District 4-H Horse Show - 4-H'ers 10 years old and older compete in performance classes to qualify for the State Fair Horse Show. Our show is rotated between Oakley and Norton and is usually held in early July. Prior work on Achievement Levels are required. Pre-entry is required. Must participate to advance to State.

Great Northwest 4-H Camp- This camp is for youth ages 7-12. Youth are hauled on a bus from Oakley to Rock Springs 4-H Center for 4 days and 3 nights of FUN! Activities include swimming, horseback riding, archery, and many more. You will meet kids from all across the Northwest Area. Counselors are ages 13 and up.

### **State Activities**

4-H Citizenship in Action - This two day event is held the third weekend in February at the State Capitol in Topeka. All youth 14 to 19 years old are eligible to attend. The purpose of the event will be for Kansas youth to learn how the state legislative process works and how their voice and participation in decision-making can make a difference in their local communities. The legislative visit will not only familiarize youth with the capitol building, but will also show them how they can affect the legislative process. More information can be found on the state 4-H website. Registrations due in January.

Campference - Campference is an event focused on "betweenagers," youth ages 12-14, and is held the end of June, at Rock Springs 4-H Center. The event is put on by the Kansas 4-H Youth Leadership Council. Participants get to experience the feel of a conference, while enjoying the "camp" activities Rock Springs 4-H Center has to offer. Campference features workshops about opportunities in the 4-H program, and activities to energize youth while learning leadership skills and how to better interact with others. Participants will meet other youth from around the state of Kansas. Registrations are due in late May.

Discovery Days - Discovery Day is a state-wide conference open to all youth 13 to 19 years old. It is located on the Kansas State University Campus in Manhattan. Activities include: group assemblies, community service projects, various workshops, a career fair, talent show, dances, formal dinners, speakers and recognition programs. It gives youth the opportunity to meet other 4-H'ers from across the state while developing their leadership skills. Registrations are due April 15, there is a cost.

Kansas State Fair - Starts the first Friday after Labor Day, held in Hutchinson. Pre-entries are taken right after the 4-H Fair. 4-H'ers, 10 and older, who receive State Fair Blues or Purples at the 4-H Fair and Spring Show are eligible to exhibit in the 4-H division at the State Fair. Livestock entries are due July 15 and have nomination requirements.

Kansas Jr. Livestock Show - 4-H'ers can enter beef, sheep, and swine in this show held in Hutchinson. Competition is stiff. Entry is required by August 15, there is a cost. There are nomination requirements for this show.

Kansas Youth Leadership Forum (KYLf) - The Kansas Youth Leadership Forum is designed for youth ages 14-18 and held in November at Rock Springs 4-H Center. It includes: speakers, workshops, consulting groups and the election of the State 4-H Council. This is an excellent opportunity to gain leadership skills, network with others their age and have fun. At the same time is the Volunteer Forum focused for adult leaders. Registrations are due in October.

Rock Springs 4-H Center: Rock Springs 4-H Center is located eight miles south of Junction City on US 77, then 4 miles west. The whole camp is set in over 700 acres of the beautiful Kansas Flint Hills surrounded by vegetation and wildlife. It provides several purposes: several activities for youth 4-H events, family reunions or even just meetings for the day. For more information, pictures, maps or directions, please go to the website, <http://www.rocksprings.net/>.

## **National Activities**

National 4-H Week - A week is set aside each year to recognize and promote 4-H across the country. Each club works to promote 4-H in their community and school. It is usually the first full week of October.

National 4-H Congress - Each year, National 4-H Congress is attended by nearly 1,500 4-H members from all states and territories. To attend, 4-H'ers must complete the Kansas Award Application and be selected as the State Project Winner

National 4-H Conference - Each year in the spring, delegates from each of the 50 states meeting in Washington, D.C. to share ideas and plan for future 4-H programs. Kansas selects up to 6 youth, ages 15 years old and older to attend this conference held in April. Applications are due in early October, there is a cost.

Citizenship Washington Focus (CWF) - Each year Kansas selects 55 youth to travel to Washington, D.C. over a two-week period to attend this citizenship experience at the National 4-H Center. Delegates are involved in citizenship, leadership workshops, in addition to viewing the historic areas. Applications are due in early January, there is a cost.

## **International Activities**

### IFYE Representative Program

Who: 15 - 25 year old 4-H alumni and others interested in living and working with host families in other countries.

What: During their six-week, three- or six-month stay, IFYE (International Four-H Youth Exchange) Representatives live and work with two or more host families for varying periods, usually about three weeks at a time. Representatives have the opportunity and are expected to participate in day to day family life. In addition, Representatives interact with the host organizations, which are similar to 4-H. Representatives may pursue special interests through self-study, and many arrange for academic credit through their universities.

When: Representatives to most countries leave in late June and return in August, mid-September or early-December.

Where: Countries in all areas of the world: Western Europe, Eastern Europe, Latin America, Australia, Asia, and Africa have potential participating countries.

Why: International 4-H Youth Exchange programs enhance world citizenship skills and the 4-H program through international, cross-cultural experiences that enable young people to improve their leadership and communication skills, while increasing their international awareness and understanding.

Program Fee: The program fee will be \$2,500 to \$3,500, depending on the destination area of the world. The fee includes international airline ticket, travel in host country, food, lodging, supplemental insurance, orientation and evaluation programs and expenses for hosting a counterpart in the U.S.

Applications: Applications and additional information are available through the Oakley Extension Office.

### Outbound 4-H/Japanese Exchange

Who: 4-Her's 12-18 who are interested in learning about Japan and experiencing its culture. Applicants may

request to be hosted by a family whose child has visited the applicant's family, but two-way exchange is optional.

What: Delegates to Japan will get an opportunity to learn about Japanese culture the "hands on" way by living with a Japanese host family. They stay with families that are involved in a youth organization (LEX or Labo) that teaches member children and families other languages and cultures. Students participating in the program through Labo will attend a summer camp while in Japan.

What is Nihongo? Nihongo is a 3-week intensive Japanese language program in Tokyo at the Labo headquarters from mid-June to mid-July. This optional program precedes and enhances the summer exchange program.

When: The summer exchange is 4 weeks, from mid-July to Mid-August (Japanese summer vacation from school)

Where: Delegates will stay with host families throughout Japan. Most home stays are in cities.

Why: Japan exchanges enhance the 4-H program through international, cross-cultural experiences that enable young people to improve their leadership and communication skills, while increasing their international awareness and understanding.

Program Fee: The program fee is approximately \$2,750 (Nihongo is an additional \$750.) The fee includes international airline ticket, travel in host country, home stays, supplemental insurance, orientation and evaluation programs.

Applications: Applications and additional information are available through your local Extension office.

Host an International Student - From June to December, 4-H families are needed to host exchangees for three to four week periods. Exchangees represent the partner organizations and vary in age from 12-25. Applications are accepted throughout the year, but they should be submitted by April preceding the summer or fall with the family would like to host.

## Awards

Awards are not an end in the 4-H program. The objective of awards is to encourage and further a youth's educational development and to help him or her look farther up the road of achievements. Some recognition and awards offered in the county are:

4-H Achievement Pins - Membership pins are awarded to members who complete one year of membership and meet minimum requirements. Bronze, Clover, Emerald, Silver, Silver Guard, Leadership, Gold, and Gold Guard are awarded to members based upon fulfilling goals stated. The Gold Guard is the highest award that can be presented a 4-H'er by the county. The applications for all of these awards are due the same time as the record book, generally in October. Awards are presented at the Achievement Banquet in November.

Key Awards - Are presented to 4-H members that are 16 years old and older and meet the requirements. Selection is based upon all-around 4-H leadership and participation in local, county and state 4-H activities. Applications for this award should be obtained early in the year and are due in October. The award is presented at the Achievement Banquet in November.

County Champion Certificates - Logan County awards a certificate and a prize to each 4-H'er who receives a Grand Champion at the Logan County Fair. This is awarded at the achievement banquet in November.

Kansas Award Portfolio - Also known as KAP's. 4-H members that are selected as County Project Champions based on their record books are eligible to advance to the area level and potentially, state level to be recognized as State Project Winners. 4-H members complete a KAP to compete on the area level. Each county may submit one KAP to the area level for consideration and each area may submit two KAP's to the state level screening, held in March. Recognition is given to the State Project Winners at the prestigious Emerald Circle Banquet held in June in Manhattan. KAP's are judged on the area level in January.

4-H Scholarships - Kansas 4-H has 42 scholarships that are given at the Emerald Circle Banquet in June. Competition is stiff for these scholarships. Scholarship applications are due at the beginning of February. Contact your local Extension Office for more information on these scholarships.

### Logan County Achievement Plan

#### Recognition Pins and Descriptions

In 4-H several types of awards are available. Achievement Pins are given for accomplishment and progress in 4-H work. Each member should sit down with his/her parents and leaders early in the year to set goals for the year, including plans for earning an achievement pin. Application forms are available from your club leader or the County Extension Office. A 4-H member may receive only one pin per year. Generally, a member will earn the pins in the order listed. Under special circumstances a new member joining at an older age may want to skip beginning pins. This should be discussed with your Extension Agent.

Each pin requires that 4-H members attend a majority of the regularly scheduled club meetings.

1. **4-H Membership Pin** - Awarded to members completing their first year. Members must attend one county-wide event or activity.
3. **Bronze Achievement Pin** - 4-H'er must exhibit at the County 4-H Fair or at an event similar to a county fair, attend one club or county event, and complete their 4-H record book and give it to their 4-H leader.
4. **Clover Achievement Pin** - 4-H'ers must exhibit at the County 4-H Fair or at an event similar to a county fair, present part of a program for at least one regularly scheduled club meetings, complete the 4-H record book and give it to their 4-H leader, complete 3 of the optional requirements.
5. **Emerald Achievement Pin** - 4-H'ers must exhibit at the County 4-H Fair or at an event similar to a county

fair, present part of a program for at least one regularly scheduled club meeting, complete the 4-H record book and give it to their 4-H leader, complete 5 of the optional requirements.

6. **Silver Achievement Pin** - 4-H'ers must have received the Emerald Achievement Pin, exhibit at the County 4-H Fair or at an event similar to a county fair, present part of a program for at least one regularly scheduled club meetings, complete the 4-H record book and give it to their 4-H leader, complete 7 of the optional requirements.
7. **Silver Guard Achievement Pin** - 4-H'ers must have received the Silver Achievement Pin, exhibit at the County 4-H Fair or at an event similar to a county fair, present part of a program for at least one regularly scheduled club meeting, complete the 4-H record book and give it to their 4-H leader, participate in a 4-H community service project, complete 9 of the optional requirements.
8. **Leadership Achievement Pin** - 4-H'ers must have received the Silver Guard Achievement Pin, exhibit at the County 4-H Fair or at an event similar to a county fair, present part of a program for at least one regularly scheduled club meeting, enroll and participate in the Leadership project for the current year, complete the 4-H record book and give it to their 4-H leader, participate in a 4-H community service project, complete 11 of the optional requirements.
9. **Gold Achievement Pin** - 4-H'ers must have received the Leadership and Silver Guard Achievement Pins, exhibit at the County 4-H Fair or at an event similar to a county fair, present part of a program for at least one regularly scheduled club meeting, enroll and participate in the Leadership project, complete the 4-H record book and give it to their 4-H leader, participate in a 4-H community service project, complete 15 of the optional requirements.
10. **Gold Guard Achievement Pin** - 4-H'ers must have received the Gold Achievement Pin, exhibit at the County 4-H Fair or at an event similar to a county fair, attend one over half of the regularly scheduled club meetings, present part of a program for at least one regularly scheduled club meeting, enroll and participate in the Leadership project, complete the 4-H record book and give it to their 4-H leader, participate in a 4-H community service project, complete 16 of the optional requirements.
11. **Key Award (State Award)** - 4-H'ers must be 16 years or older, enrolled in Junior Leadership, participate in Community Service project and other county activities.

## Ribbons

Logan County uses the Danish Ribbon System. This means that: All exhibits receive a ribbon. Exhibits are judged in comparison with an ideal standard, not to each other. Exhibits are placed in 4 ribbon groups - purple, blue, red, white.

- ✿ **Purple** (can be called Superior, State Fair Blue or 4-H Days, Top Blue) means that the exhibit is outstanding on all standards.
- ✿ **Blue** means the exhibit exceeds the minimum standard; may have minor flaws where improvements can be made.
- ✿ **Red** means the exhibit meets all minimum standards; may show visible signs of needed improvements.
- ✿ **White** means the exhibit meets minimum standards; obvious improvement is needed.

Remember, it is one person's opinion on that particular day that provides the ribbon placement. A 4-H member may really like that judge's opinion, or would rather seek another judge's opinion. It is most important to remember what you learned and gained from the project involvement rather than the ribbon placement of one person's opinion.

## Volunteer Information Profile

Every adult and junior leader is required to complete a Volunteer Information Profile (VIP) using the 4HOnline enrollment system to become a registered leader.

This was put in place by the 4-H program to make every effort to keep our children safe. We hope you will agree with this need to keep our children safe and become a registered leader.

A registered volunteer is an adult, a teen with authority to independently plan and conduct educational experiences for youth with other adults present or in a public setting, OR a volunteer whose position puts them in close, ongoing, one-to-one interaction with youth.

To become a registered volunteer, a volunteer completes the VIP application, the online orientation and training videos and a criminal background check.

Each year, volunteers are asked to complete a VIP Update.

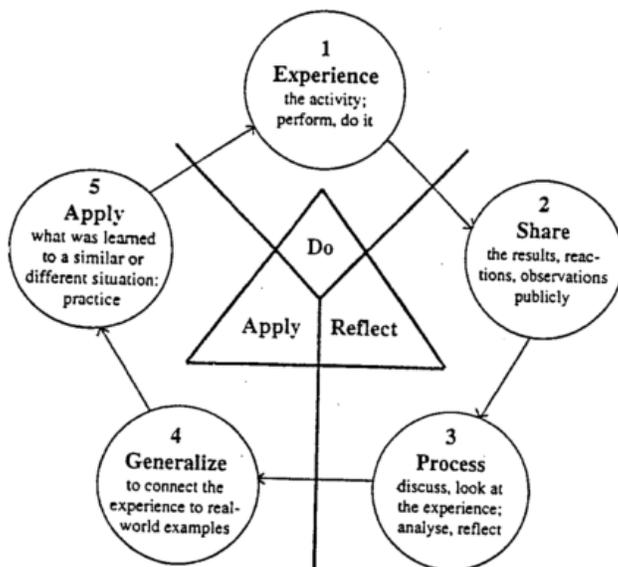
## Experiential Learning Model

The fact that the experiential learning model is used in all project materials is what makes 4-H teaching so successful. The model listed below is how the experiential learning occurs.

The Experience happens, the results are shared and processed. The member looks at the experience and reflects on it, then generalizes about the experience, and finally, applies what was learned to a similar or different situation: practice. Thus, the learning occurs all over again.

Project leaders and parents have a major role in helping the member learn from their experience by asking them questions to take them through the Experiential Learning Process.

### Experiential Learning Model



## 4-H Calendar Year

So, how does the 4-H year REALLY fit together? I have compiled a month by month activity list for you. Remember, all of these events may not apply to you, but they will give you an idea of what happens when. It is important for you to attend your club meeting each month.

### September

4-H Club Meeting  
Logan County 4-H Peaches Delivered  
Kansas State Fair  
Kansas Jr. Livestock Show  
Officer Election for 4-H clubs  
Complete Record Books/Pin Applications

### October

4-H Club Meeting  
National 4-H Week  
4-H Sunday  
Re-enrollment/enrollment in 4-H  
State 4-H Dog Conference and Quiz Bowl

### November

4-H Club Meeting  
Achievement Night  
Officer's Training  
American Royal Livestock Show - Kansas City  
4-H Ambassador Applications Due  
Kansas Youth Leadership Forum  
State Leaders' Forum  
Re-enrollment deadline for returning 4-H families

### December

4-H Club Meeting  
Beef Expo – Hutchinson  
Logan County 4-H Christmas Party

### January

4-H Club Meeting  
State Horse Panorama

### February

4-H Club Meeting  
Prepare for 4-H Club Days (entries due)  
4-H Ambassador Training

### March

4-H Club Meeting  
4-H Club Day  
Regional 4-H Club Day  
Large Animal Check In

### April

4-H Club Meeting  
Discovery Days Registrations due

### May

4-H Club Meeting  
Market Beef Nominations Due for KSF, KJLS  
Horse ID's due to Extension Office  
Last Day to add or drop project, May 1  
Small Animal Check In

### June

4-H Club Meeting/Tour  
Discovery Days  
Logan County 4-H Day Camp  
Great Northwest Camp at Rock Springs  
Citizenship Washington Focus  
Commercial Heifer, Swine, Sheep, & Meat Goat  
Nominations Due for KSF, KJLS.  
State Horse Judging Contest  
Golden Prairie District Project Meetings  
Cedar Bluff 4-H Camp

### July

4-H Club Meeting  
District 4-H Horse Show  
Logan County Fair (pre-entry needed for 4-H projects)

### August

Submit Entry Info for Kansas State Fair  
Kansas Junior Livestock Show

## 4-H Glossary

### -A-

#### **Achievement Night**

A celebration for 4-H members, leaders, parents and clubs, which recognizes individual and group successes for the past year. These are usually county-wide celebrations although many clubs hold their own achievement nights as well.

#### **Area 4-H Specialist**

KSU Extension faculty members based in one of four areas in the state (Manhattan, Colby, Garden City, and Chanute) to give assistance to county agents and provide information for leaders and programming.

#### **Awards**

Honors given to members who have elected to pursue certain competitive programs in 4-H and who have emerged on top.

Member Achievement Awards - Awards based upon county achievement plans using printed checklists of criteria. Achievement pins can be earned at various levels by successfully completing the listed requirements. In most counties these pins/awards are: membership, bronze, clover, silver, Junior Leader, silver guard, and gold with gold guard.

Key Award - An award presented by the state to one percent of the 4-H'ers in Kansas. It is based upon 4-H leadership and participation in local, county and state 4-H activities. Members must be 16 years old to apply.

Record Book Awards - Each County has a process for judging 4-H record books to determine the county project winners. Medals are awarded to the most outstanding members in nearly 50 project categories. These medals are provided by the Logan County 4-H Council. Generally they are awarded at County 4-H Achievement Night.

Ribbons - A 4-H'er can receive ribbons when competing in judged county and state events. Kansas uses the Danish system of awarding ribbons in which each ribbon color represents a comparison of a product or performance against a standard of product or performance. There are no quotas on the number of ribbons a member may be awarded.

White = below average

Red = average

Blue = above average

Purple = outstanding

Scholarships - Kansas 4-H Scholarships are available to current or past 4-H members who are seeking to further their education after high school. General criteria include: High academic standing, 4-H achievement and leadership, and financial need. Kansas may also nominate members for several national 4-H scholarships. Most applications are due February 1.

### -B-

#### **Banner**

An exhibit constructed of fabric which displays an idea to promote 4-H. Each club may enter a banner at the county fair, then three are selected for State Fair exhibition. Some counties judge banners, but they are not judged at State Fair. Many clubs hang their banners in the monthly meeting places.

#### **Booth**

A club exhibit that promotes 4-H and is often entered in county fairs for competitive judging. It is designed for public display such as in stores or store windows.

### -C-

#### **4-H Club Day**

An event which gives members an opportunity to tell others about their 4-H projects and demonstrate their talents and abilities. Presentations, such as talks, demonstrations, speeches, skits, solos, square dances etc., are

judged and awarded ribbons. This event is held in March each year. Those receiving a Top Blue ribbon have the opportunity to go to Regionals in Brewster in March or April.

#### **4-H Council**

A county governing group made up of representatives from each club. They meet at least four times a year to plan 4-H activities and events that take place on a county-wide basis.

#### **Great Northwest Camp at Rock Springs**

This camp, in June, is for 4-H members ages 7-12. Older 4-H members serve as counselors for the campers and Rock Springs summer staff teach classes and activities. Camp staff and Extension agents supervise each camp.

#### **Club Constitution and Bylaws**

An agreed-upon, written document, which is optional, for each 4-H club that spells out the name, purpose, membership expectations, offices, officer duties and general rules for club operations. A suggested constitution and bylaws are provided through the Extension office.

#### **Club Exchange Meeting**

Clubs may invite another club from their county or outside their county to join them in a meeting at their regular meeting location. Usually a reciprocal invitation from the invited club is offered.

#### **Club Seal**

These seals are available each year to clubs who have successfully completed the goals and activities they set for themselves. Many clubs display the seals on their club charter.

#### **Club Tour**

A club outing usually designed to let members observe what other members are doing in projects that are not adaptable for display at meetings, i.e. home improvement, livestock, etc. Members visit as a group the homes of other members and culminate the day with a group celebration in some party format. Club tours may also be trips to places that will be of general interest and widen the boundaries of knowledge.

#### **Community Leader or Community Club Leader** (See organizational Leader)

#### **Community Service Committee**

Clubs may choose to participate in a community service. The committee helps design ways of carrying out the plans made by the club and should include 4-H members and adult volunteers.

#### **Conference Judging**

The judging is designed to increase the value of the 4-H exhibit judging experience for the 4-H members. The process involves an experienced and knowledgeable judge interviewing the 4-H member while evaluating the exhibit.

-D-

#### **Demonstrations** (See Presentations)

#### **Discovery Days**

This four-day statewide event is held at KSU the week after Memorial Day. Members, leaders and parents live in KSU residence halls and attend classes and activities which they have selected. The focus is to help 4-H'ers "discover" more about a project area, to strengthen what they are learning in the club and to share with others. 4-H members must be at least 13 years old to attend.

#### **District Horse Show**

District Shows are a preliminary for the State Fair Horse Show. 4-H'ers 10 years and older compete in performance classes to qualify for the State Fair Horse Show. The show is held in the first part of July each year.

-E-

#### **Encampment**

The building located on the State Fairgrounds which houses 4-H'ers who are exhibiting or performing at the State Fair. Accommodations are dormitory style and must be reserved well before fair time. The county Extension agent

will handle this.

### **Extension Office**

The office housing the KSU Extension faculty who work in a county. The offices is supplied with teaching materials and equipment needed to teach adults and youth.

### **Extension Agents**

The KSU Extension faculty who are based in a county and administer the 4-H programs there. Some counties have 4-H agents, while others ask their home economics and agricultural agents to share the 4-H responsibility.

-F-

### **Fair**

County Fair - The fair is a major event where 4-H'ers can display their project work. It also provides members an evaluation of their projects and offers an opportunity for the public to see what 4-H'ers can do. A fair book with guidelines and class listings is available from your County Extension Office. The County Fair is the 3<sup>rd</sup> full week of July and is held in Oakley.

State Fair - 4-H'ers, 9 and older, who receive top blue or purple ribbons at the 4-H fair may exhibit in the 4-H division at the State Fair in Hutchinson in September. In addition, 4-H'ers may represent counties in style revue, demonstrations, judging teams and other educational events.

### **Float**

A 4-H display designed as a moving exhibit promoting 4-H and entered in a parade. Floats are often made as a community service activity, helping 4-H'ers to be involved in a community event.

-G-

**Gavel Games** (see Parliamentary Procedure)

-H-

### **Host Families**

Kansas 4-H families can serve as hosts to exchanges coming to Kansas. Applications are available in the Extension office.

-I-

**Illustrated Talk** (see Presentations)

### **International 4-H**

These programs provide youth and adults, ages 14-25, opportunities to learn about another culture by living it. Programs include a four-week visit in Japan or a six-to-eight week experience traveling to another country. Adults can spend three to four weeks touring a country to see programs similar to 4-H. Funds are provided by the participants, Kansas 4-H Foundation, National 4-H Council, county 4-H councils and other friends of IFYE (International Four-H Youth Exchange).

-J-

### **Judging Schools and Contests**

These events involve members in determining the most effective solutions to problems which are presented to them in a competitive format. Judging contests are held in a variety of project areas including: foods, clothing, home environment, livestock, etc. Members compete in either junior, intermediate or senior divisions. Procedures are explained at each event. Members can practice decision-making skills through judging and through giving reasons.

-K-

### **Kansas 4-H Foundation**

A non-profit organization which works to provide additional resources for the 4-H program. It sponsors

scholarships, funding for programs, and other assistance.

### **Kansas Junior Livestock Show (KJLS)**

4-H'ers can enter beef, sheep and swine in this competitive show and sale held at the Kansas State Fairgrounds in Hutchinson, in September.

### **Kansas State University**

This land-grant college has the responsibility for taking university research and educational techniques to the people of the state. The 4-H program is the university's outreach to Kansas Youth.

**Key Award** (see Awards)

## **-M-**

### **Master Volunteer**

Adults who have been trained in a specific subject area in order to assist or train other volunteers.

### **4-H Member**

Any child 7-18 years of age who participates in a 4-H group or activity.

**Member Achievement Awards** (see Awards)

### **Model Meeting**

An enactment of a typical 4-H meeting for judges at 4-H Days. Criteria for scoring are available from the County Extension Offices in scoresheet format. The entire club must be involved in this presentation. (see Parliamentary Procedure Contest for alternative. Clubs are not required to enter either contest.)

## **-N-**

### **National 4-H Congress**

The recognition event for 4-H members who have achieved state and national recognition for their projects. National and local sponsorship of the trip, which occurs after Thanksgiving each year, provides a one-week educational experience for approximately 35-40 Kansas youth. Youth from all 50 states are represented at this gala event.

### **National 4-H Week**

A week set aside each year in October to recognize and promote 4-H across the country. A national theme is selected to highlight the week and is used throughout that year. Many clubs will have window displays, booths or some special promotion of 4-H in their community.

### **North Central Regional and National Leader Forums**

Kansas 4-H leaders have an opportunity to increase their skills by participating as presenters and attendees of regional and national leader conferences. Leaders are asked to attend workshops, demonstrations, exhibits, and banquet and rap-group sessions. North Central Regional Forums are held in a Midwest state each fall, and National Forum is held in Washington, D.C., in the spring.

## **-O-**

### **Officers**

Members of the club who handle the steering, recording, and accounting of club meetings and activities. They are usually elected to their position by their peers. Offices needed vary with size and age of club, but may include: President, Vice-President, Secretary, Treasurer, Reporter, Historian, Recreation Leader and Song Leader.

### **Officer Training**

Instruction provided for new officers to help them learn how to function in their respective roles. Ideally, training is conducted in each club by adult-advisors assigned to each office function. Often county-wide trainings are conducted also.

### **Organizational Leader**

A volunteer who is responsible for organizing or reorganizing a 4-H club by coordinating members, leaders, and

their families to determine a plan for the club's involvement and resources needed for that plan.

-P-

### **Parents' Committee**

A group of parents within the 4-H club who meet to recruit and provide training for Organizational Leaders, Project Leaders and other volunteers needed to make the club run smoothly. In small clubs the Parents' Committee may consist of all of the parents in the club. In large clubs, a representative group of parents may be selected.

### **Parents' Night**

A celebration honoring parents that is traditional for some clubs. Often, skits or spoofs are staged by or for parents. Sometimes, parents and 4-H'ers exchange roles for an evening. This activity is optional for a club.

### **Parliamentary Procedure**

Also called Gavel Games, this contest is held in lieu of a model meeting at 4-H Days for clubs that have more younger members than older ones. The parliamentary procedure contest measures only skills in using Roberts Rules of Order and is conducted with a team of youth who represent the club. They are tested in a written test as well as in the conducting of a meeting. Criteria for various age levels are printed on a scoresheet available from your County Extension Office.

### **Presentations**

A talk or speech given to share information with other members of the club or with community groups. 4-H members can gain poise and increase their communication skills by participating in one of the following forms of presentation.

Project Talks A presentation that gives information relating to a particular project. It "tells about" what a 4-H'er is doing and learning. Particularly well-suited to youth under 13, project talks may or may not use visual aids.

Demonstrations and Illustrated Talks B Presentations that explain how to do something. Demonstrations "show-how" while Illustrated Talks "tell-how" using posters, graphs, pictures, etc.

Public Speaking B The presentation category identifying a talk for older 4-H'ers which informs or persuades on any topic. Visual aids may or may not be used.

### **Project**

A learning experience designed for 4-H members to help them learn, make or do something. For example, they may grow a garden, make a dress, train a dog, raise and show a steer, etc.

### **Project or Activity Committee**

Some clubs choose to have a club project or may want the club to do several activities as a group. Often, the planning for carrying out these activities occurs within a selected group of members and adults, called a Project Committee. It reports back to the local club and must always work in conjunction with club agreement.

### **Program Development Committee (PDC)**

An elected body of six people. They are responsible for the direction of the county 4-H program.

### **Public Revue**

A time for 4-H'ers who enrolled in clothing to model the garments for an audience. This event is usually held as part of the county and/or state fair.

### **Public Speaking** (see Presentations)

-R-

### **Record Book**

A log kept by each member which describes and provides a history of what has been accomplished during his/her years in 4-H. Members will receive a 4-H Record Book cover when they enroll, and record sheets for the various projects they take will be distributed by their leaders when appropriate. The following record sheet forms are available:

Personal Page - gives basic information about the 4-H member. A new page should be prepared each year.

Permanent Record - a summary of the year's activities and events. The summary for several years can be compiled on one record.

Project Records - each project has an individual record sheet. A new record should be prepared for each year.

**Record Book Awards** (see Awards)

### **Regional 4-H Day**

Top entries from county 4-H days gather with nearby counties to compete with one another for regional awards. Some county groups do not participate in a regional event.

### **Rock Springs 4-H Center**

The state-wide camp and conference center located near Junction City, Kansas. This facility is funded by the Kansas 4-H Foundation.

-S-

**State Fair** (see Fair)

### **State Specialists**

KSU faculty members based on the K-State campus who have responsibility for providing support material and interpreting research and current educational principles to county-based faculty. There are specialists in all Extension departments.

### **State Wheat Show**

Each August at various locations, 4-H'ers are invited to enter the State 4-H Wheat Show. Participants can exhibit a hand-picked jar of wheat seed they have grown, or may "adopt a farmer" and exhibit his/her wheat. Mill quality of samples are also evaluated for the quality of flour the wheat will produce. Educational tours and other activities are also provided.

### **4-H Sunday**

One Sunday is set aside each year to call attention to and emphasize the spiritual H (heart) or 4-H. The local club decides how to observe 4-H Sunday. Some clubs attend church together, have a part in the church service, a 4-H family picnic or other activity. 4-H Sunday is recommended to be the first Sunday in October (Start of National 4-H Week), but local clubs can set the date for their group

### **Superintendent**

The title given to an adult or teen leader who is responsible for a specific area at the fair.

-W-

### **Wheat Variety Plot**

This special activity is geared for members who can plant a small wheat test plot. Seed wheat of five varieties and identification signs are provided to each member. Records are kept on each variety and a booth exhibited at the county fair. Booths are invited to show at the Kansas State Fair.

### **Weigh-In**

Beef- (Large Animal) All beef (market and breeding) are weighed and tagged in early spring and weighed again at fair time. Cattle to be shown at county and state shows must be weighed by 4-H officials at the spring weigh-in.

Small Animal – Market and breeding lamb, hogs, and goats must be weighed and tagged in late spring in order to be shown at county and state shows.





### **Annie Oakley 4-H Club**

Monthly Meeting: First Sunday of the Month, 5:00pm @ Logan County 4-H Building  
Club Leaders: Tara Temaat & Michelle Selzer

### **Monument 4-H Club**

Monthly Meeting: First Sunday of the Month, 12:30pm @ Logan County Courthouse  
Club Leader: Maria Benefield

### **Butterfield Trail 4-H Club**

Monthly Meeting: Third Sunday of the Month, 6:00pm @ St. Francis Episcopal Church (Russell Springs, KS)  
Club Leader: Heather Zerr

### **K-State Research and Extension**

#### **Golden Prairie District**

**710 W. 2nd**

**Oakley, KS 67748**

**785-671-3245**

**785-671-3246 (FAX)**

Kansas State University Agricultural Experiment Station and Cooperative Extension Service. K-State, County Extension Councils, Extension Districts, and U.S. Department of Agriculture Cooperating. All educational programs and materials available without discrimination on the basis of race, color, religion, national origin, sex, age, or disability.

Revised October 2020