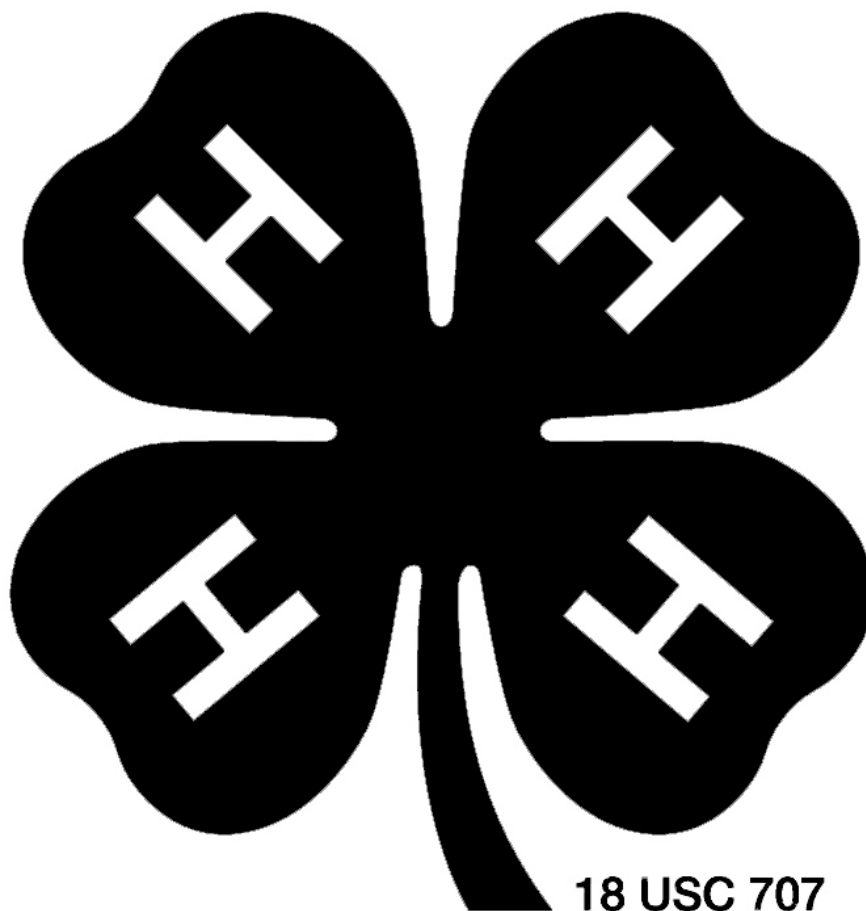


# Meadowlark District 4-H Family Handbook

A resource guide on our 4-H program.  
K-State Research and Extension – Meadowlark District



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Welcome to Meadowlark District!

This guide has been prepared to help you gain a better understanding of the Meadowlark District 4-H Program. It will not have all the answers, but hopefully it will provide an insight on the 4-H Program. All of us involved with the Meadowlark District 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, youngsters 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.

This guide will be supported monthly with a newsletter from the Meadowlark District Extension Office. When questions arise, please feel free to us. Again, welcome! We are glad to have your interest in the Meadowlark District 4-H Program.

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## 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. 4-H membership in Kansas is open to all youth between the age of 7 as of January 1<sup>st</sup> of the current year and December 31, of the year in which they turn 19.

☆ 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.

### 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.

## 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 "H" 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 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 in Kansas is open to all youth between the age of 7 as of January 1st of the current year and December 31, of the year in which they turn 19. The Meadowlark District requires youth to have reached their 7<sup>th</sup> birthday before January 1<sup>st</sup> to participate in their county fair as 4-H member.

## CLOVERBUDS

The Meadowlark District has an active, club-based Cloverbud program that provides an opportunity for youth 5-8 years old (January 1<sup>st</sup>) to experience the 4-H program. Cloverbuds are activity focused not project focused.

## SCOPE

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

## PROJECTS

Upon enrolling in 4-H, youth get to enroll in projects. There are over 30 project areas from which to choose. Members are expected to complete the projects in which they enroll. Most animal projects have an ownership deadline.

## Have objectives changed since 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 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.

## 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.

### **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 District Extension Board. 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 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 District. The Extension Board hires college-trained agents in 4-H and youth, agriculture, and family and consumer sciences to plan and conduct the respective programs in the District. 4-H Program Managers are the local contact in each office for 4-H programming.

### **What is the role of the Extension 4-H Agent?**

The Meadowlark District Extension 4-H and Youth agent provides leadership for the 4-H youth activities on a district-wide basis -- conduct leader trainings, planning activities, and keeping everything organized. The Extension Agent provides leadership and support for special interest youth programs throughout the district. The Agent is available to answer any questions concerning the 4-H youth program.

### **What is the role of the 4-H Program Manager?**

The Meadowlark District Extension 4-H Program Manager provides leadership for the 4-H youth activities at the local level. They are the "go-to" individuals for 4-H at the local Extension Office. Program Managers work directly with the 4-H Extension Agent to provide leadership and support for interest youth programs throughout the district. The 4-H Program Manager is available to answer any questions concerning the 4-H youth program.

### **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 50 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.

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

A 4-H club is a group of at least 5 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.

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!

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

The purposes of 4-H meetings are to help boys & 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 1½ 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.

### **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 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.

### **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.

### **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, historian, parliamentarian, recreation leader, and song leader. Other officers may be elected, depending on the club.

### **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:

- A. Introduction - explains the purpose
- B. Body - outlines subject step-by-step
- C. 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.

### **What is the Club Parents' Committee?**

Club parents' committee are usually made up of three or five adults. They assist the club by securing community and project leaders. They may also lend some ideas and guidance in planning the yearly program and other club activities.

## Who's Who in 4-H

### LOCAL CLUB LEVEL

**4-H Member** is any child 7-19 years of age who participates in a local 4-H group or activity.

**Cloverbud Member** is any child ages 5-8 years who participates in a local 4-H group or activity.

**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. Most local 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 helping at the 4-H food stand, fair setup and fair cleanup.

**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 at least 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.

**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 District 4-H Extension Agent, 4-H Program Manager, club officers, 4-H council representatives, and parents' committee to make their 4-H club successful.

### COUNTY/DISTRICT LEVEL

The **4-H Program Development Committee (PDC)** is a group of 18 people (six from each county in the District) appointed by the Extension Board, who are responsible for the direction of the District 4-H program.

**4-H Council:** 4-H clubs each have two youth and two adult representatives to this group. Council plans 4-H activities and events that take place on a county or district wide basis and provide input to some local 4-H policies. Many times Council members will receive information and bring it to the club for discussion. The 4-H Council also has the responsibility for county-wide fundraising activities.

**Extension Agents & 4-H Program Managers** are the professionals who administer the 4-H program. The Meadowlark District has six Extension Agents and three 4-H Managers located in the offices of the Meadowlark Extension District. <http://www.meadowlark.ksu.edu/>

### STATE LEVEL

**State Specialists** are people with the responsibility of providing the support material. There are currently eight State specialists, with four being located in area Extension offices. Diane Mack is the Northeast Area Extension 4-H and Youth specialist and is located in Manhattan. 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 of Kansas, and the 4-H program is part of that directive. <http://www.ksre.ksu.edu/>

**Rock Springs 4-H Center** is the statewide 4-H camp and is located between Herrington and Junction City on Highway 77. <http://www.rocksprings.net/>

**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. [www.kansas4hfoundation.org/](http://www.kansas4hfoundation.org/)

### 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. <http://www.4-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 [www.4hcenter.org/](http://www.4hcenter.org/)

## 4-H Projects

The 4-H project is the “gateway” to the rest of the 4-H program. But perhaps it would be more accurate to say that the project is the “gateway” to the boy or girl. 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.

### Why Projects?

The project is the teaching tool that can be used to develop many desirable traits in addition to the more evident project skills. Project work is a means to an end and not the end in itself. The development of the individual is the most important consideration.

### 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. The selection of 4-H projects has expanded greatly over the years. 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.

### How are Projects Conducted?

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

- Projects meetings in the local club
- Tours
- Demonstrations and talks at regular club meetings
- Family activities or work at home
- Exhibiting at shows and fairs
- Record keeping

### 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 “Guide to Project Selection”?

The guide lists guidelines and suggested learning experiences for various projects. It is available at the Extension Office or on the District website. 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 completed via 4HOnline: <https://ks.4honline.com>. 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 the most project activity?
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?

### Project Clubs/Meetings

The purpose of a project club/meeting is to teach youth about a specific project. Project clubs meet regularly with the goal of educating youth in a specific project. Youth are given opportunities to take part in more leadership and community service activities in a given project area. Project meetings can also be helpful for youth. Project meetings are led by a project leader and give youth the opportunity to take part in activities educating youth about specific project skills.

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



### **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. Training meetings for project leaders are conducted on the county level, plus many projects have leaders' guides to assist leaders. The project leaders will notify members when and where the project meetings will be held. Most projects will require at least four project meetings, with the first one being held prior to January 1.

### **County/District-wide Leaders**

Some projects are more difficult to find leaders that have knowledge in specific areas. To help members that are taking those projects, there are project leaders that are willing to serve as a county/district-wide leader. That means, the project leader works with 4-H members from all clubs that are enrolled in a specific project. The Meadowlark District has numerous county/district-wide leaders--these leaders are not meant to replace local club leaders, only fortify. Many clubs will share project leaders too. If your club has one or two members and cannot find a leader, many times a leader from another club will take those members too. Many project leaders would like to have several members to assist.

### **4-H RECORDS**

One of the true 4-H learning experiences is record keeping. Records are the way all 4-H members keep track of what they did in their 4-H projects during the year. This does take time, but the 4-H'er actually learns important skills that will benefit them in the future. For those 4-H members' ages 7-13, 4-H age as of January 1<sup>st</sup>, this is the tool used to evaluate project recognition for the purpose of selection of project champions.

When the 4-H'er joins, they should begin keeping records for a 4-H record book. This will be kept as long as the 4-H member remains a 4-H'er. Please check with your local 4-H club to see if they provide a 4-H record book cover or if you need to purchase one from the Extension Office. Hard copies of specific project material can be requested from your local Extension Office or you may visit our website at [www.meadowlark.k-state.edu/4-h/project\\_records.html](http://www.meadowlark.k-state.edu/4-h/project_records.html) and print off the forms yourself.

Each member must 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 and other recognition.

📅 teaches a desirable habit. Modern day society demands that each and everyone, 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.

### **Parts of the Record Book**

1. ***Personal Page***: This is completed yearly by the 4-H'er. The 4-H member will write basic information about themselves for the current year (i.e. project enrollment for the year). There is also space for a current picture of the 4-H member.
2. ***4-H Story***: The 4-H story is an important part of their records. It conveys how their total 4-H year impacted them and their family. This story should include an introduction, the major project information, project leadership and citizenship, information about the 4-Hers personal satisfaction and future goals.
3. ***Permanent Record***: This is a multi-page document which consists of four sections. Members can list project experiences, offices held, committee work, school activities, community activities, church involvement, recognitions and other information about their year. The member adds information to this document each year.
4. ***Project Records***: Each 4-H'er is encouraged to keep records of their projects and to record the learning activities they have participated in. These records are for the 4-H member's personal use in recording skills gained and may include learning to keep financial records such as profit or losses.

## 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

**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 can choose to 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 4-H club.

### County/District-wide Activities

**Officer's Training** - All club officers are asked to attend this yearly event to learn about their office duties and leadership development.

**4-H Ambassadors** - High School aged 4-H members who promote and represent 4-H in the community and within the clubs. Adult advisors guide youth.

**4-H Sunday** - One Sunday is set aside each year to call attention to and emphasize the spiritual H (heart) of 4-H. The local club decides the way they want 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 can be any Sunday of the year that each 4-H club would like.

**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 local contests to be eligible for State judging teams.

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

**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. Parents may listen to the judge, but may not enter into the discussion.

**4-H 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 model meeting. Presentations are evaluated and awarded top blue/purple, 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 February or early March, on a Friday evening or Saturday. Top recipients from 4-H Days will get to advance to Regional 4-H Club Day held on a Saturday in March at Atchison. 4-H members from the Northeast corner of Kansas (Meadowlark District and four other counties) give their presentations at this event in all 4-H Day categories.

**4-H Camp** - 4-Hers camp at Rock Springs 4-H Center, near Junction City with 4-Hers from other counties. Pioneer Trails 4-H camp lasts four days and is for youth who have completed are ages 9 to 13 at the time of camp. Entry is needed, and a fee is charged.

**Camp Counselors** - Older 4-H members are encouraged to apply to be camp counselors.

**County 4-H 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. Each county in the District holds their own 4-H fair in either late July or early August. Fairbooks are handed out in June with fair newsletters being sent out in the summer months. Exhibits that receive a State Fair Blue or Purple ribbon are eligible for exhibition at the Kansas State Fair.

**Exchange Trips** - Jr. Leaders plan, with volunteer leader assistance, and implement exchange programs with 4-H members from other states. One year 4-H members visit the exchange state, then, the next summer, the 4-H members from the exchange state come stay with 4-H families. It's a great way to see the United States plus learn about other 4-H programs.

**Achievement Banquet** - Is held at the end of the 4-H year, 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. Project awards are based on submission of Record Book and/or KAP forms.

## State & 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.

**KYLF** - Kansas Youth Leadership forum is a leadership conference for youth 14 years and older. This is held in November at Rock Springs. Youth have the opportunity to run for the state 4-H youth council.

**Kansas Youth Leadership Council** – An elected group of 12 4-H youth at least 14 years of age that involve promoting, implementing and evaluating Kansas Extension 4-H and Youth Development programs. Council members plan and conduct KYLF, CIA, and Campference.

**National 4-H Congress** - Each year, nearly 1,500 4-H members attend National 4-H Congress from all states and territories. Delegates are selected for state winners in certain project areas based on the Kansas Award Portfolio.

### **Citizenship In Action – CIA**

Kansas youth 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.

**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 4 youth, ages 15 years old and older to attend this conference held in April. Applications are due in early October, there is a cost.

### **State 4-H Judging Events**

Opportunities for 4-H members to judge at the state level exist in the following areas (*please visit with the Extension Office on judging opportunities and team formation*): Crops, Dairy, Dog Quiz Bowl, Family Consumer Science, Horse Judging, Horse Quiz Bowl, Horse Hippology, Horticulture, Livestock Judging, Livestock Quiz Bowl, Livestock SkillAThon, Meats, Photography, Poultry and Rabbits.

Judging events, in all subject matter areas, happen at the local, district and area levels, in addition to the official State 4-H contest. Check the monthly 4-H newsletter & district 4-H website for opportunities that are generally open to all youth.

**District 4-H Horse Show** - 4-H'ers 9 years old and older compete in performance classes to qualify for the State Fair Horse Show. Our District show is usually in early July. Horse Achievement Levels are required. Pre-entry is required, there is a cost. Competition is tough. You must participate to advance to State.

**Discovery Days** - Discovery Days is a project mini college experience on the campus of Kansas State University. Youth 13 years old and older can join teens from all over Kansas in conference activities. Registration due mid-April, with cost.

**Campference** – Participants will experience the feel of a conference, while enjoying the “camp” activities at Rock Springs 4-H Center. Campference is planned by 4-H Youth Leadership Council and is open to youth ages 12-14.

### **K-State Animal Sciences Leadership Academy**

An intensive four day educational experience designed to enhance the leadership skills and animal science knowledge of high school students. The goal of this academy is to develop young leaders within the livestock industry and prepare them for a successful future in this field.

**Kansas State Fair** - Starts the first Friday after Labor Day, held in Hutchinson. Entries are taken right after the 4-H Fair. 4-Hers who receive Purples at the 4-H Fair are eligible to exhibit in the 4-H division at the State Fair. The minimum age is 9 for exhibition. Market animals must be nominated by May 1 for beef; June 15 for Goats Sheep and Swine.

**Kansas Jr. Livestock Show** - 4-H'ers can enter beef, goats, sheep, and swine in this show held in Hutchinson in October. Competition is stiff. Entry is required by August 15, there is a cost. Market animals must be nominated, same as State Fair.

### **International Four H Youth Exchange (IFYE)** -

These programs provide youth, ages 15-19, and adults opportunities to learn another culture by living it. Programs vary in destination and length of time. Applications are due in early December.

**Citizenship Washington-Focus** - Each year Kansas youth 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 historic areas. Applications are due in early January, there is a cost.

## **4-H Presentations**

Involving members in sharing their project experiences with others usually generates additional interest in project work. 4-H members gain poise and increase confidence in their own communication skills by participating in public presentations, which are appropriate to their age and experience level. Presentations may be given at local 4-H club meetings, County 4-H day, or to other groups in their community.

**Demonstrations** – A demonstration shows how. In a demonstration you make something or do something (there may be an end product). The purpose is to teach others something.

**Illustrated Talk** – An illustrated talk tells how. In an illustrated talk you show pictures, talks, charts, models, equipment and other types of visual aids. The purpose is to teach others.

**Project Talk** – A project talk is a short talk about one of your projects. It tells about your experience within a specific project area. The purpose is to inform others about the project.

**Public Speaking** – Public speaking is intended to assist older 4-H members further develop confidence and skill in speaking before an audience. The purpose is to persuade, inform, entertain or inspire.

## **4-H 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 District are:

**4-H Membership** – 4-H members will be recognized for the years they participate in 4-H. They will be recognized at the 4-H Achievement celebration. This varies by local 4-H policy.

**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 presented locally. The applications for all of these awards are due the same time as the record book, generally late August. Awards are presented at the Achievement Banquet.

**Local Project Champion Medals** - 4-H members enrolled in a project can receive recognition for their accomplishments in individual project areas. Selection is based on the completion of the record book for Juniors and Kansas Award Portfolio (KAP) for Seniors. Record books and KAPs are turned into club leaders in mid to late August. They, in turn, submit the books for screening by leaders in another county. Project Champions are determined based on enrollment figures. Awards are presented at the 4-H Achievement Banquet.

**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, district and state 4-H activities. Applications for this award should be obtained early in the year and are due at the end of August. The award is presented at the Achievement Banquet.

**4-H Scholarships** - Kansas 4-H has over 40 scholarships that are given at the Emerald Circle Banquet in June. Competition is stiff for these scholarships. The January issue of the Kansas 4-H Journal has the most up to-date information on the scholarships being offered and eligibility requirements. Scholarship applications are due in late January.

**Area & State Project Champions** 4-H members that are selected as Local Project Champion 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. KAP's are judged on the area level in January.

## MEADOWLARK DISTRICT PERSONAL ACHIEVEMENT PLAN

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 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. 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.
- 2. 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.
- 3. 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.
- 4. 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.
- 5. 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.
- 6. 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.
- 7. 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.
- 8. 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.
- 9. 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 over one 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.
- 10. 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. This is the only award that youth can receive in the same year as another pin

### **RIBBONS**

The Meadowlark District generally 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 four (4) ribbon groups - purple, blue, red, white.

♣ **Purple** 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.

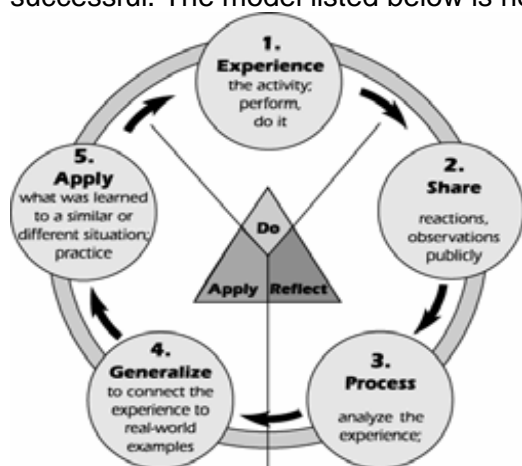
♣ **Red** means the exhibit meets all minimum standards; may show visible signs of needed improvements.

♣ **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.

## 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.

## Kansas Volunteer Screening Process

Every adult and junior leader (who works directly with youth without adult supervision) is required to complete the Kansas 4-H Volunteer Screening process, maintaining a file at the Extension Office to become a registered volunteer. 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 volunteer. A registered volunteer is an adult or a teen with authority to independently plan and conduct educational experiences for youth 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 new volunteer completes a six step process. As long as there are no “red flags” at any of these points, the process moves along without issue. This can take several months to complete from start to finish.

### **Potential Volunteer Responsibilities**

- 1) Complete and submit a Kansas Volunteer Screening Application, including three responsive references
- 2) Complete an orientation session – either face to face or via the online process:  
<http://www.kansas4-h.org/onlinetraining/main.aspx?type=4-H>
- 3) Go through an interview with Extension 4-H staff face to face
- 4) Give authorization and sign a release to have a National Criminal Background Check completed

### **Extension Office Responsibilities**

- 5) Conduct a local data file review with Volunteer Screening Review Committee
- 6) Submit files to District Governing Body for appointment as a registered volunteer

All that is needed to maintain your status as a registered volunteer is to complete an Annual Renewal form each year and submit volunteer enrollment via the Kansas 4HOnline system. A CBC will be conducted every three years that you maintain your volunteer status.

## 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, these all may not apply to you, but will give you an idea of what happens when. It is important for you to attend your club meeting each month.

### October

4-H Club meeting  
National 4-H Week  
48 Hours of 48 Community Service  
Re-enrollment/enrollment in 4-H  
State 4-H Dog Conference & Quiz Bowl  
State Fall Shooting Sports Matches

### November

4-H Club meeting  
Achievement Banquet  
American Royal - Kansas City  
4HOnline Enrollment due  
Make It With Wool Contests  
Kansas Youth Leadership Forum  
State Volunteers' Forum

### December

4-H Club Meeting  
Project Training over Holiday break

### January

4-H Club Meeting  
Prepare for 4-H Days (entries due)  
Kansas Award Portfolios due (area screening)

### February

4-H Club Meeting  
Citizenship in Action  
4-H Days  
State Ambassador Training  
Beef weigh-in (continues into March)

### March

4-H Club meeting  
Regional 4-H Day

### April

4-H Club Meeting  
Discovery Days Registrations due  
National 4-H Conference  
State Spring Shooting Sports Match

### May

4-H Club meeting  
Swine Tagging Information  
Sheep & Goat Weigh In  
KSF, KJLS Nominations for Market Beef  
Horse Id's due to Extension Office  
Last Day to add or drop project, May 1  
4-H Camp applications due

### June

4-H Club Meeting/Tour  
Discovery Days  
Pioneer Trails 4-H Camp  
Citizenship Washington Focus  
Market Swine, Meat Goat and Sheep  
nominations due for KSF, KJLS  
State Horse Judging Contest

### July

4-H Club meeting  
District 4-H Horse Show  
4-H Fair  
Make entry for Kansas State Fair

### August

4-H Club meeting  
Enter exhibits & Judging teams for Kansas  
State Fair  
All Breeds Dairy Show - Salina  
Complete record books, award applications  
Livestock Sweepstakes & Horticulture judging

### September

4-H Club meeting  
Kansas State Fair  
Kansas Jr. Livestock Show  
Officer Election for 4-H clubs  
Re-enrollment/enrollment in 4-H  
Complete Record Books/Pin Applications

## Jackson County Townships

Potential members may join any club in the District.

		Netawaka <b>1</b>	Whiting
Soldier <b>2</b>	Jefferson	Liberty	Straight Creek
Grant	Banner	Franklin <b>3</b> <b>4</b> <b>5</b> <b>6</b>	Garfield <b>7</b>
Adrian	Lincoln		Cedar <b>8</b>
Washington <b>9</b>		Douglas <b>10</b>	

### 4-H Clubs Meeting in these townships:

1. North Jackson Jets – Netawaka Community Building; 2<sup>nd</sup> Sunday of the month
2. Soldier Boosters – Soldier Community Building; 1<sup>st</sup> Sunday of the month
3. Pleasant Valley Rustlers – Jackson County Fair Building, Holton; 2<sup>nd</sup> Sunday of month
4. Lucky Stars – Jackson County Fair Building; 2<sup>nd</sup> Monday of the month
5. Ontario Busy Bees – Jackson County Fair Building; 1<sup>st</sup> Sunday of the month
6. Straight Arrows – Jackson County Fair Building; 3<sup>rd</sup> Monday of the month
7. Denison Builders – Denison Bible Church; 1<sup>st</sup> Monday of the month
8. Mayetta Mustangs – Mayetta Christian Church; 2<sup>nd</sup> Sunday of the month
9. Delia Early Birds – Delia Community Building; 4<sup>th</sup> Sunday of the month
10. Hoyt Livewires – Hoyt Baptist Church; 2<sup>nd</sup> Sunday of the month
11. Jackson County Gypsies – Meeting in member’s homes, date and time varies



## Jefferson County Townships

Potential members may join any club in the District.

Delaware  <b>1</b> <b>2</b>		Norton  <b>3</b> <b>4</b>	
		Jefferson  <b>5</b>	
Rock Creek  <b>6</b>	Ozawkie  Fairview  <b>7</b>	Oskaloosa  <b>9</b>	Union  <b>10</b>   <b>8</b>
Kaw  <b>11</b>	Kentucky	Rural  <b>12</b>	Sarcoxie

### 4-H Clubs Meeting in these townships:

1. Prosperity 4-H – 4-H Building, Valley Falls; 3<sup>rd</sup> Sunday of the month at 7:00pm
2. Valley Victors 4-H – 4-H Building, Valley Falls; 2<sup>nd</sup> Sunday of the month at 7:00pm
3. Lucky 4 – Knights of Columbus; 1<sup>st</sup> Sunday of the month at 6:00pm
4. Mooney Creek 4-H – Mooney Creek School; 3<sup>rd</sup> Sunday of the month at 9:00am
5. Winchester 4-H – Winchester Community Building; 2<sup>nd</sup> Wednesday of the month at 7:00pm
6. Clover Power - St Aloysius Church, Meriden; 2<sup>nd</sup> Monday of the month at 7:00pm
7. Fairview 4-H – Lowry School; 3<sup>rd</sup> Sunday of the month at 3:00pm
8. Beacon Builders – Hoagland Home (16570 46th Street, McLouth); 3<sup>rd</sup> Wednesday of month at 5:00pm
9. Jolly Juniors – Oskaloosa High School, Oskaloosa; 2<sup>nd</sup> Wednesday of the month at 7:00pm
10. Crackerjacks – McLouth School Auditorium; 2<sup>nd</sup> Wednesday of the month at 7:00pm
11. Grantville 4-H – Grantville Methodist Church; 3<sup>rd</sup> Monday of the month at 7:15pm
12. Billtown 4-H – Perry United Methodist Church; 1<sup>st</sup> Monday of the month at 7:00pm

## Nemaha County Townships

Potential members may join any club in the District.

Clear Creek	Nemaha	Washington <b>1</b>	Berwick
Marion <b>2</b>	Richmond <b>3</b> <b>4</b>	Gilman	Rock Creek <b>5</b>
Center	Mitchell	Adams	Capioma <b>6</b>
Home <b>7</b>	Illinois <b>8</b>	Harrison <b>9</b>	Granada
Neuchatel	Red Vermillion	Reilly	Wetmore

### 4-H Clubs Meeting in these townships:

1. Stateliners – Bern Community Building; 4<sup>th</sup> Monday of month at 7:00 pm
2. Achievers – Sacred Heart Church Basement, Baileyville; 2<sup>nd</sup> Sunday of month at 6:30 pm
3. HHHH – Seneca City Hall Basement; 2<sup>nd</sup> Sunday of month at 7:00 pm
4. Pony Express – NorthRidge Church, Seneca; 1<sup>st</sup> Sunday of month at 7:30 pm
5. Busy Jayhawkers – Albany School/Sabetha Community Bldg; 2<sup>nd</sup> Monday of month at 7:00 pm
6. Woodlawn Meadowlarks – Woodlawn Hall; 2<sup>nd</sup> Sunday of month at 2:00 pm
7. Centralia Aces – Centralia Community Center; 1<sup>st</sup> Sunday of month at 6:00 pm
8. Red Rustlers – Corning Legion building; 1<sup>st</sup> Sunday of month at 4:00 pm
9. Kelly Twilighters – St Bede’s Church Basement, Kelly; 1<sup>st</sup> Sunday of month at 9:00 am

NOTES:

Fifty years from now it will not matter  
What kind of car you drove,  
What kind of house you lived in,  
How much you had in your bank account,  
Nor what your clothes looked like.  
But the world may be  
A little better because  
You were important in the life of a child.  
-anonymous

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*September, 2015*