

Southwind Extension District 4-H Family Guide



Iola Office

1 N Washington
Iola, KS 66749
620-365-2242
AL@listserv.ksu.edu

Erie Office

100 S Main
Erie, KS 66733
620-244-3826
NO@listserv.ksu.edu

Fort Scott Office

210 S National
Ft. Scott, KS 66701
620-223-3720
BB@listserv.ksu.edu

www.southwind.ksu.edu

WELCOME!

We would like to welcome your family to the Southwind Extension District 4-H youth program. 4-H can be an exciting, fun, interesting and rewarding experience for your youngsters; but, your help is needed.

Parents of 4-H members play a major role in the growing experience of youngsters in 4-H. Your interest and support (attending meetings, obtaining project materials, taking part in activities, etc.) of the program help our members grow.

4-H is a family affair!!

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.



Motto

To Make the Best Better

Colors

Green represents life, springtime and youth
White symbolizes purity

Life Skills

A positive self-concept
An inquiring mind
A concern for the community
Healthy interpersonal relationships
Sound decision making

4-H is a **community** of
young people
across America who are learning
leadership, citizenship and
life skills.



THE 4-H PROGRAM

What is 4-H?

* 4-H is a volunteer led, Cooperative Extension supported, educational program that supplements the teachings of home, church and school.

* 4-H is an informal educational program for all youth 7 to 18 years of age whether they live in town, in the country or on a farm. Youth may join at any time after they turn 7, but may not have turned 19 before January 1 of the current year.

* 4-H is kids having fun and learning with their friends.

* 4-H is older 4-H members sharing experiences and teaching younger members things they have learned.

* 4-H provides opportunities to develop life skills, technical skill development, club projects as well as other activities like camping, public speaking, travel, conferences and much more!



What is the primary objective of 4-H?

The basic philosophy of 4-H is to strengthen the mental, physical, moral, and social development of youth, therefore, helping develop more desirable citizens and leaders. Skills learned in 4-H last a lifetime. The main objective is the development of boys and girls through participation in projects, events and various activities. Each and every 4-H project challenges young people to pursue an individual interest, to set goals, to establish objectives, to work through and complete a project, to record their progress, to evaluate their work and to plan for improving their work in the future.

Why and when did 4-H originate?

4-H work, as we know it, began around 1900 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 in turn 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 around 1915 and the first Kansas State 4-H Leader began in 1916.

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

The Cooperative Extension Service is a cooperative undertaking by the United States Department of Agriculture, the land-grant colleges (in our case, Kansas State University), and the county/district extension councils.

The Extension Service is in 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 science, 4-H and youth work and community development to all persons in the county. The Extension Councils hire college trained agents in these areas to plan and conduct the respective programs in the county.

My part as a parent



As a parent you are responsible for getting your child to club and project meetings. It is important you know the meeting dates and attend with your child. Your help is greatly appreciated in helping out when needed – furnishing transportation for tours and other activities, supplying refreshments as assigned, helping with club fund raising and community projects.

Also you need to encourage and guide your child in project work, but not do it for them. Learning project requirements and assisting your child with keeping records up to date are important aspects of being a 4-H parent.

The network of families that grows great kids

Raising great kids is a challenging task, but it's easier when you have a team of people behind you. 4-H clubs are groups of families that do just that. Through working together, families share knowledge and interests to help kids learn practical skills and important values.

4-H Year

A new 4-H year starts October 1 and ends September 30 of the following year. Enrollment cards must be to the Extension Office by January 1 to be eligible for competitive events and scholarships.

Age for membership

4-H membership is open to all boys and girls who are 7 years of age and have not passed their 19th birthday by January 1 of the current year.

Youth who are 5 or 6 years old by January 1 may be enrolled in our Cloverbud program. This will be non-competitive and include age appropriate activities.

What is a year in 4H?

There are certain guidelines that must be met to complete a year in 4-H. The 4-H member must turn in a completed enrollment card by January 1 of the 4-H year. 4-H members are encouraged to exhibit at the county fair and participate in other 4-H activities. They are encouraged to turn in a completed record book to their community leader by the date that the club has set for record book turn in.

Dates and Deadlines

The proper compliance with established, stated and published final dates and deadlines is considered an appropriate expectation of 4-H membership. Submitting things on time and following the rules is part of the 4-H learning experience and is an important life skill. Individuals not complying with these expectations may lose awards and privileges. This is especially true in animal projects where animal ownership, raising and identification has a specific time period as part of the project requirements. Members not complying with established and published dates and deadlines for exhibition may be denied exhibition privilege as well as premiums or awards for that project.

Scope

4-H is in all 50 states and in many countries. Over 80 foreign countries have 4-H or 4-H type youth programs. In Kansas, 4-H is the largest educational program, aside from public schools.

4-H Club Meetings

What is a 4-H club?

A 4-H club is a group organized with officers and with one or more leaders under the sponsorship of the Cooperative Extension Service. The club is organized within a neighborhood, a school, a church, a business or social unit. This type of club is called a community 4-H club. Most clubs hold monthly meetings, normally the same weeknight each month, where youngsters learn and show parliamentary procedures.

Parents are very important to the success a child will have in the 4-H program. Parents are encouraged to attend monthly meetings and project meetings with their child. All county-wide meetings are open and parents are encouraged to attend.

Purposes of 4-H meeting

The purpose of 4-H meetings is to help member: 1) acquire new information, 2) learn creative use of leisure time, 3) develop social skills, and 4) acquire desirable 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 encouraged to attend meetings with their 4-Hers. 4-H is a family affair.**

What is a club meeting like?

The 4-H meeting is balanced between business, educational program, and recreation.

What is the educational program?

This part of the program is designed to help members learn more about the 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. Generally, the educational program will include talks and demonstrations by the 4-H members. Outside speakers may present programs for 4-H meetings.

- **Demonstrations** are "show and tell" type presentations where the 4-Hers share some of the fun things they've learned in their 4-H projects. Actual articles are used to **show the steps** necessary for a finished product.
- **Informative talks** differ from the demonstration in that they **tell how** rather than show how. Charts, models, and other visual aids are important for informative talks.
- **Project talks** are given by younger members. It is a short talk about the member's projects. The project talk can tell about things experienced in the project or give information relating to the project.



Who is responsible for conducting the club meetings?

Each club normally elects the following officers each fall at the start of the 4-H year: President, Vice President, Secretary, Treasurer, Reporter, Parliamentarian, Historian, Song Leaders and Recreation leaders. Some clubs may also elect Jr. Officers to fill in for the regular officers if they are unable to attend a meeting.

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-Hers, retired people, and young adults are often willing to help the 4-Hers. Leadership for monthly club meetings is provided by the community leaders. Most clubs will also have a Parent's Meeting where the parent of the officers and members conduct the meeting, present the program and recreation.

PROJECTS

Why projects?

The project is a teaching tool that can be used to develop many desirable traits in addition to the more evident project skills. Project work is important in developing boys and girls to their maximum potential so long as we view project work as a “means to an end” and not the “end in itself”. This means that the basic objective of 4-H is the development of the member. This is the most important purpose, not the garment the member makes or the calf he/she raises. *The personal growth of the individual and the development or enhancement of positive self-esteem is the ultimate goal.*



What are projects?

Projects are real-life experiences that help 4-Hers learn to make sound decisions. Projects put the hands and mind to work. 4-H projects take on a wide variety of interests and activities that are designed to attract boys and girls regardless of their background.

What are some guides to selecting projects?

Parents and the member should know and fully understand what is expected of the 4-Her before he or she enrolls in a project. Projects are selected in the fall when enrollment cards are filled out. Usually, younger members should limit their projects to one or two. Older, experienced members may be able to do several, including those that are more difficult.

Factors that parents and leaders should consider in helping a member to select a project are:

1. Does it meet the needs and interests of the member?
2. Project is keeping with age and ability (physical and mental) 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 is most of the activity in the project?
4. Is the project acceptable to you as parents and does it fit into the family needs and situations?
5. How much will the project cost?
6. Is there adequate space and equipment available?
7. Is there an opportunity for ownership and management responsibilities?
8. Are there leaders to help with the project in the club or are the parents willing to help the member with the project?

How are projects conducted?

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

1. Project meetings (in club or county-wide)
2. Regular club meetings (demonstrations, project talks, etc.)
3. Tours and field trips
4. Family activity at home
5. Exhibiting product at shows, fairs, etc.
6. Record keeping



Project Completion means:

- Setting goals and striving to reach those goals
- Have learning experiences related to project area
- Participating in project meetings
- Completing the designated record sheet for the project area
- Exhibiting at the county fair

- Project completion is **NOT**:
 - Winning a county award
 - Winning purple ribbons

What are project leaders and what do they do?

4-H project leaders are people just like you and me who have an interest in one particular project area. They are willing to share their time, talent, and effort with a small group of 4-Hers.

YOU could be a project leader. It doesn't take an expert in photography to be a photography leader. The one most important ingredient for project leaders is that they are sincerely interested in working with 4-H members. If you would consider being a project leader, visit your club's community leaders.

4-H RECORDS

Each 4-H member must keep a record of his 4-H work. Records are not an extra task, but are a part of 4-H work. Many families have found that keeping a notebook or calendar listing events attended or activities participated in works very well. The key is keeping it up-to-date.

Why encourage 4-Hers to keep good records?

A Good 4-H Record is...

- A **measuring stick** - Members and leaders are kept informed of the members' progress and will usually stimulate self-improvement by the member.
- A **mirror** - It will reflect accomplishments and therefore serve as the basis for 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.

PERSONAL PAGE - It contains space for a picture of the member, listing of projects carried and signatures. A new annual record sheet is issued each year.

KANSAS AWARD PORTFOLIO (KAP) – This is a form which allows you to keep records while also applying for awards at the end of the year. There are 3 levels of KAP; all ages are as of January 1 of the current year.

PERMANENT RECORD SHEET- The summary of all projects, exhibits made, offices held, events attended and other participation for the entire year is made on the permanent record. Only one packet of permanent record sheets is necessary for all the years that a youngster may be a member. It is not part of the KAP, but is a great tool to utilize.

When should 4-H records and KAPs be completed?

4-H members are strongly encouraged to work on the records throughout the year as they do their project work. Project goals should be set in each project at the beginning of the year. Records should include all activities regarding the 4-Her and his/her project(s) that occurred during the 4-H year. Younger members can complete their records in pencil. Older members should do their records in ink or computer. All forms are available on-line and many are form-fillable.

AWARDS

The award is 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/her look further up the road of achievements. Means of recognition and awards offered in the county as incentives to members are:

4-H Ribbons

The Danish system of awarding 4-Hers is used in the county. Every 4-H member will receive a ribbon when participating in a county event. Ribbon placings are defined as follows:

- White - below the average
- Red - average
- Blue - above the average
- Purple - outstanding, extra effort has been given

4-H Achievement Awards

Membership, Bronze, Clover, Silver, Silver Guard, Junior Leadership, Gold, and Gold Guard are all honors 4-H members can earn. Members need to complete the application form for these awards; the Achievement Pins are based on years of involvement. Forms are available from the Extension Office or the website.

Key Award

The Key Award is the highest award given to 4-H members. Special attention is given to leadership and achievement in all project areas. Members must be at least 16 years old and have been a 4-H member for four years while involved in the leadership project.

County project winners

County champion medals are presented for accomplishment in each individual project based on the KAP. County winners may be selected to participate in the Area screening.

Kansas 4-H Scholarships

Various 4-H Kansas Scholarships are available to older 4-Hers pursuing a college education. There are National 4-H Scholarships also available. Watch newsletter for details,



Trips

As members get older and expand their leadership and citizenship skills there are trips available to qualified 4-H members. National 4-H Conference, Citizenship Washington Focus, and National 4-H Congress are a few. Members may also earn trips to the American Royal, National Western Stock Show and the North American International Livestock Exposition by being successful in state judging events.

DEFINITION OF EVENTS

Achievement Night

4-H Achievement Night is held each year to recognize the 4-Hers for their accomplishments during the past year. Clubs and 4-H leaders are also recognized at Achievement Night. All 4-H members, leaders and parents are encouraged to attend this event. This event is normally in October or November.

Club Day

A day full of 4-Hers showing off their talents!! The talent can consist of informative talks, demonstrations, dances, plays, dramatic, readings, model meetings and vocal and instrumental music. Those 4-Hers obtaining a purple ribbon may proceed onto the next level – Regional Club Day.

County Camp

This is held at Rock Springs Ranch which is located south of Junction City, Kansas. It has a wide range of activities such as horseback riding, rifle range, arts and crafts and swimming plus many others. Sunny Hills 4-H Camp is for campers who have completed the 3rd grade but not entered their freshman year by the first day of camp and is held in June.



County Fair

The county fair is usually the biggest 4-H event of the year. This week allows members to bring samples of their projects to be evaluated by a judge, who visits with members about that they did well and how they can improve. Top projects are eligible to be entered into the Kansas State Fair.

Discovery Days

This is held in Manhattan, Kansas on the Kansas State University campus and is run by the State 4-H Department. Discovery Days is a mini college experience and is open to any member 13 years and older wishing to attend. Each participant chooses to attend classes over the three day period. This is a good opportunity to meet other youth throughout the state and experience college life on a small scale.

Judging contests and schools

This is just one more way of learning through 4-H. Judging can be found in almost all areas of 4-H work, from home economics to agriculture. 4-Hers can attend this on local, district, state, and national levels. There are judging teams for photography, Family and Consumer Science, horticulture, horse, livestock and others.

Kansas State Fair

The Kansas State Fair begins the Friday after Labor Day in Hutchinson. 4-Hers must be 9 years of age or older as of January 1 of the current 4-H year and earn a purple ribbon at the county fair to participate. There are some exceptions to these rules in special noted areas.

Officer Training

Each year elected officers are strongly encouraged to attend officer's training where newly elected officer will be instructed as to what is expected of them during the coming year. The necessary materials for that office will be handed out and ideas and tips will be shared.

WHO'S WHO AND WHAT'S WHAT IN 4-H



LOCAL CLUB LEVEL

4-H Member: Any child 7-19 years of age who fills out an enrollment card and meets the club requirements.

Community Leader: A volunteer who is responsible for the organization part of the club.

Project Leader: A volunteer who helps teach 4-H members in a specific project.

Project: A learning experience for the member. Each member must take at least one project. There are many project activities including project meetings, education trips, exhibiting at Fair, and completing the project records.

Junior Leader: A 4-H member who is over 13 years of age and is enrolled in the Leadership project. They take an active part in helping the younger members which improves their leadership skills.

Parents Committee: This group is made up of 3-5 parents of club members. Duties vary by club.

Parents: They are very important to the success a child will have in the 4-H program. Parents are encouraged to attend monthly meetings and project activities with their child. All county-wide events are open and parents are encouraged to attend!

COUNTY LEVEL

4-H Council: 4-H Clubs each have youth and leader representatives in this group. The group plans 4-H activities and events that take place on a county-wide basis. They organize fund raising for countywide events.

4-H Program Development Committee (PDC): This is an appointed body of 6 people from each county in the District. They are responsible for the program direction on a district basis. They implement and help carry out new programs and suggest improvements.

Extension Agents: They are professionals who help carry out the 4-H PDC objectives. The Southwind Extension District has 6 agents housed in 3 county courthouses.

AREA LEVEL

Area 4-H Specialist: An Area 4-H Specialist is located in each area to assist agents in developing and carrying our 4-H and youth programs.

Area Office: This office is located in Chanute. There is an Area Director and several subject matter specialists housed there.

STATE LEVEL

State 4-H Specialists: These people have responsibility for the 4-H program on a state wide basis. Each specialist is responsible for a specific part of the total 4-H program. They are based on the campus of Kansas State University.

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

Rock Springs Ranch: This is the location of 4-H camp; it is near Junction City, Kansas.

Leadership is cooperation

The secret of community leadership lies not so much in finding a few outstanding people who have the knack of making things happen as in the development of a pattern of cooperative effort in which the talents of every person find opportunity for expression.

4-H ACTIVITIES

Here is an outline of most of the activities that take place and the month in which it happens. Do not follow this strictly as some dates may change and will vary slightly by county. ***Check the monthly 4-H newsletter to see the correct dates of all events.***

January

4-H Enrollment Deadline – January 1
Area KAP Judging
Club Day

February

Regional Club Day

March

Livestock Quality Assurance
Beef weigh in and tagging

April

Tractor Safety training for youth ages 14-15

May

May 1st- last day to add or drop a project.
May 1st- Horse ID papers due
Sheep/Swine/Meat Goat tagging and weigh-in

June

County 4-H camp at Rock Springs Ranch.
Discovery Days
Area Judging Contests
One Day Camp
Fair entries due to Extension Office

July

District 4-H Horse Show
County Fair
Entries due for State fair

August

Record books due to community leaders
Entries due for Kansas Junior Livestock Show

September

Kansas State Fair in Hutchinson
Kansas Junior Livestock Show in Wichita
KAPs and Achievement Pin apps due

October

Turn in enrollment cards
Election of club officers
National 4-H Week - the first week in October
4-H Sunday

November

Turn in enrollment cards
Achievement Banquet
Officer's training
Kansas Youth Leadership Forum

December

Turn in enrollment cards
Clubs and 4-Hers start planning for 4-H Club Day
District Skating Party



Helpful Websites:

Southwind Extension District

www.southwind.ksu.edu

Kansas 4-H

www.kansas4h.org

Kansas State University is committed to making its services, activities and programs accessible to all participants. If you have special requirements due to a physical, vision, or hearing disability, contact Carla Nemecek at 620-365-2242.

Kansas State University Agricultural Experiment Station and Cooperative Extension Service

K-State Research and Extension is an equal opportunity provider and employer.

- What 4-H Club does my family belong to?

- When does the Club meet?

(date)

(location)

- Our club leader's names and numbers

(Leader name, phone and email)

(Leader name, phone and email)

(Leader name, phone and email)

- Local Extension Office contacts

(Location and Office Hours)

(Phone and fax)

(Agent name and email)

(Agent name and email)

(Office Professional name and email)

- The District 4-H Newsletter comes out near the beginning of the month. My family receives this

(In the mail or Online)

Updated 2/15/2012