

Jackson County 4-H

Family Handbook



This 4-H Handbook belongs to the
_____ family.

Our club is the
_____ 4-H Club.

Table of Contents

<u>Welcome</u>	3
<u>Facts About 4-H</u>	4
<u>Your Local Club Information</u>	5
<u>4-H Parent/Guardian Role Description</u>	6
<u>Expectations & Projects</u>	7
<u>Cloverbuds</u>	8
<u>4-H Activities and Events</u>	9
<u>Record Books</u>	10
<u>County Fair Information</u>	11
<u>Jackson County Clubs and Leaders</u>	12
<u>Jackson County Extension Office</u>	13
<u>Wisconsin 4-H Glossary</u>	14
<u>Resources for 4-H Families</u>	17

Welcome to 4-H!

Dear New 4-H Family,

Welcome to the largest youth organization in the world. We are pleased to have you as part of our family.

4-H is a program for the entire family. It offers educational experiences for youth, parents, adult volunteers and community leaders.

The purpose of this handbook is to help you learn more about 4-H and how to help your child have a positive experience in 4-H. Use this handbook as a tool to familiarize yourself with the 4-H youth development program. It is our goal to keep youth interested, encourage participation beyond the club level and increase parental involvement for all 4-H youth.

Please allow us to take an active role in your family's life. As your family goes through the 4-H year, you may find you have questions about specific activities, events, or expectations of your family. Please be sure to keep the lines of communication open with your 4-H club/group volunteer leader(s) and/or contact the Jackson County UWEX office. Become involved and use 4-H for yourself, your family, your community and your world.

Sincerely,

Jackson County 4-H Parents & Leaders Association
Executive Board



Facts About 4-H

Our Mission:

To help youth learn skills for living.

Our Symbol:



The official 4-H emblem is a clover with four leaves and an "H" on each leaf. The H's stand for Head, Heart, Hands, and Health. The clover's stem **must** point to the right. The 4-H emblem should appear in specific colors and in its entirety. No text or graphics may be superimposed over the top of one of the leaves nor may it appear as a watermark behind other information.

Fact:

The 4-H emblem is federally protected under Section 18 US Code 707 and belongs to the Congress of the United States. The official emblem is green with white H's—the 4-H colors.

The 4-H Name and Emblem is a highly valued mark within our country's history. It is in a category similar to the Presidential Seal and the Olympic Emblem. It has federal protection deemed higher than a trademark or copyright. The United States Secretary of Agriculture oversees usage of the 4-H Name and Emblem.

4-H colors are green and white. Green symbolizes nature's most common color. White symbolizes purity.

The 4-H Motto is:

"To Make The Best Better"

This motto challenges everyone involved in 4-H to do the very best job they can.

The National 4-H Pledge:

I Pledge:

My Head to clearer thinking

(Right hand over heart)



(Right hand point to forehead)

My Heart to Greater loyalty

My Hands to larger service, and

(Arms at side)



(Arms slightly bent with palms up)

My Health to better living for my club, my community, my country, and my world.

Jackson County 4-H was officially established in 1936.

4-H was started nationwide in 1902.

4-H is the largest youth organization in the world.

4-H started as corn clubs for boys and canning clubs for girls.

Local Club Information

My Child's 4-H Club/Group Name:

Location of Meetings:

Meeting Time/Date:

Club/Group Volunteer Leader(s):

Name: _____

Phone: _____ Cell Phone: _____

E-mail: _____

Name: _____

Phone: _____ Cell Phone: _____

E-mail: _____

Name: _____

Phone: _____ Cell Phone: _____

E-mail: _____



4-H Parent/Guardian Role Description

Purpose: To assist and support your child and other children in the 4-H club or group.

Success Criteria: Through the experiential learning (hands-on learning) process, the children in the 4-H club or group will gain knowledge and skills to positively and successfully respond to life's varying situations.

Responsibilities: To assist or encourage your child and other children in the club or group to:

- Set realistic project and achievement goals
- Accomplish those goals, where appropriate
- Participate in club, unit, regional, state, national, and international programs
- Use positive reinforcement of each child's part in the group
- Provide transportation to and from meetings and special activities
- Attend meetings and special events of the club or group

To complete a parent volunteer survey and/or discuss with the organizational leader, the areas where you could assist the club. Depending on the time that you have available, you may:

- Plan and facilitate special events for the club or group
- Learn about the developmental needs of the different ages of children in the club or group
- Make phone calls
- Serve as a project leader or helper in one or more project areas
- Assist with meetings or special events (tours, fund raisers, fairs, etc.)
- Serve as an adult adviser to one or more committees.

Time Required: Approximately 1-5 hours per month (providing transportation, attending meetings, helping child with projects or activity work; varies according to task)

Target Dates: September through August

Resources Available: see [page 16](#) of handbook

Training Opportunities: contact UWEX office for Adult Volunteers in Preparation (VIP) Training. This training is required for any adult who would like to be a project leader, activity leader, club leader, or chaperone.

Report to: 4-H Club Organizational Leader or 4-H Club Project Leader

For Questions, contact: 4-H Club Organizational Leader or UW-Extension Unit 4-H Youth Development Staff

Roles & Expectations

You Can Expect Your Club/Group Leaders To:

- Find answers to 4-H questions
- Distribute 4-H materials in a timely fashion
- Be courteous, helpful, and respectful
- Provide an organized structure for club meetings and activities
- Help officers plan creative, fun meetings
- Assist members to learn leadership skills
- Encourage all members to set realistic goals and work toward completing them
- Be a positive role model
- Create an awareness of resources and opportunities available to 4-H members
- Reflect and celebrate successes, even small ones

What's Expected of Your Child in 4-H:

- Select at least one 4-H project to participate in
- Set goals for member's project(s) and make report on project to leader
- Attend at least 1/2 of available club meetings (or number established by club)
- Share project experiences by giving a presentation or making an exhibit

4-H Projects

A 4-H project is the topic or interest area members explore through hands-on activities, sequential learning experiences, goal setting, and evaluation. Necessary life skills, as well as project skills, are emphasized in the project resource books. Project resource books may be approved and available statewide or at the county level.

More than 100 4-H projects are available to Wisconsin 4-H members. A complete list of Wisconsin 4-H projects may be found at the UWEX office or in 4HOnline. Your local University of Wisconsin Extension office may also offer projects available only to your county, based upon interest of members and availability of project resources.

New 4-H members are encouraged to limit their project choices to best maximize their first year experience and not become overwhelmed with completing them. Members select new projects each year or may re-enroll in the same projects for multiple years.

Setting Project Goals:

A goal-centered learning system is used by the 4-H program to help 4-H members get the most from their 4-H projects. An adult (club volunteer leader, project leader, or supportive adult) should assist the member in developing their plans for project learning. This system will allow the member to match their interests to what they want to learn and help them set their own pace for learning. As a result, they are likely to learn more than if an adult just tells them what they should do.

Project goals are like having a road map. They help the members decide how to get from where they are to where they want to go. Goals can prepare the member to win awards by learning more about the project, talking to people who can help, or trying something new. But, the member has no control to win them, so do not include awards in project goals.

Jackson County Cloverbuds

The Cloverbud program is non-competitive and involves children in grades K-2 in a fun, informal group setting. Cloverbud programs allow families to explore new subjects, develop new friendships, help others, and most importantly, spend time together.

Jackson County 4-H Cloverbuds will...

- Discover new strengths and talents
- Learn cooperation
- Practice making good choices
- Strengthen the family unit
- Gain confidence and self-reliance

The purpose of the Jackson County 4-H Cloverbud program is to provide opportunities to:

- Develop self understanding, social skills, decision-making skills, learning skills and physical skills;
- Gain knowledge in the sciences, literature and the arts through the more experiential (hands-on) learning process;
- Develop positive attitudes about learning;
- Develop on-going relationships with caring adults and older youth who serve as positive role models;
- Explore family and community relationships;
- Develop understanding of and appreciation for social and cultural diversity.

Activities available to Cloverbuds:

- Fun Days
- Festival of Arts
- Fair
- Club activities
- Cloverbud Record Books

Cloverbud Committee—parents/guardians can be involved in the planning and development of Cloverbud activities.



4-H Activities and Events

4-H activities and events are planned to support the learning of 4-H members. They provide a hands-on opportunity for youth to learn new skills and evaluate their progress towards achieving established goals. Many activities allow 4-H members to showcase their knowledge and skills to the public and provide recognition to the 4-H member and to the 4-H program.

County 4-H Events:

- Judging contests
- 4-H Club Officer Training
- Project Workshops
- Leaders' Training Workshops
- National 4-H Week Promotion
- Recognition Events— Leader's Banquet
- 4-H shows, Fairs and other 4-H Exhibitions
- Summer Camp
- Cloverbud Fun Days
- Festival of Arts (County and Area)
- Small Animal Auctions
- And more!



Key Dates to Remember

October 1-September 30—4-H Year

October-November—Re-enrollment with [4HOnline](#)

Late October—Early November—4-H Banquet and Annual Meeting (date set annually)

April 1—Project Registration Deadline. You must be enrolled in a project by this date to be able to show in that project area at the county fair.

April 30—Horse paperwork due to UWEX office

May 1—Dog project paperwork due to UWEX.

June—Fair entries due. The date is announced when fair books come out in April or May.

Early September—record books deadline

Record Books

Basically, all people, young and old, must keep records of one thing or another. Think of the things you must record—the meeting next week, your appointment with the doctor, exams at school, and money you spend on clothes and school supplies. Record keeping is simply a way of remembering something for the future. 4-H record keeping prepares you for remembering in the future.

Records also help you benefit in ways that are harder to see, yet are very important.

- Learn how to identify your goals and set priorities.
- Establish good organizational and planning skills.
- Develop responsibility in record keeping.
- Learn if money is made or lost.
- Explore careers and jobs.
- Learn to compare and evaluate success or failure.
- Experience personal satisfaction and growth through completion of a worthwhile task.
- You will then have a complete story telling what projects you took, leadership positions you held, and activities you participated in.

Requirements

- Ask your club leader about specific club requirements
- Cloverbuds who choose to complete a record book should use the Cloverbud record book form
- Record books must be completed by following the record book guidelines.

Where Can I get Record Book Pages?

- Hard copies are available at the UWEX office.
- Record book pages can be downloaded from the website at <http://jacksoncounty4h.wordpress.com/member-resources/record-book-info/>
- Electronic record books are also an option—a way for youth to use technology to create a record book. More information can be found at: <https://jacksoncounty4h.wordpress.com/member-resources/record-book-info/erecord-books/>



County Fair Information

The Jackson County Fair is held annually during the 4 days prior to and including the first Sunday of August. The Fair provides an opportunity for 4-Hers to display/exhibit the things they have worked on over the year. This is the major event where many people see what 4-Hers can do.

The 4-H fair exhibits are evaluated by state certified judges. The process is designed to extend the learning the member has done on their project. The judges are more than willing to spend time with members providing valuable feedback on how to improve their project.

PLEASE NOTE: A member can only exhibit projects at the County Fair that he/she has enrolled in on their 4-H enrollment form and entered on the fair registration form. It is very important to make sure that the fair entry form submitted in June matches the 4-H enrollment form submitted the preceding fall.

Project registration deadline is *April 1st*. Members must be enrolled in a project by this date to be able to show in that project at the fair.

Judging Systems Used at the County Fair

Danish Judging: Traditional system whereby all exhibits of the same class are presented simultaneously to the judge. The judge evaluates each project by itself and is permitted to give a maximum of 25% blue, red, white and pink ribbons within each group in the class of projects. Exhibitors do not need to be present for this type of judging.

Face-to-Face Judging or Conference: This form of judging allows for more flexibility on the part of the judge and the exhibitor. Exhibitors bring their projects to the judges at their convenience within the time allotted and talk to the judge about their project. The entire class does not need to be present at the same time. The judge then, based on all discussions, may award the ribbon and premium which he/she believes is appropriate without regard to percentages.

Examples of questions that might be asked:

- What kind of things did you do in your projects this year?
- How did you make it...grow it...build it...paint it...?
- Where did you learn how to...?
- What was the hardest part for you?
- What did you like doing best?





4-H Club Leaders

2016-2017



Club Name	Club Leader	Phone #	Email	Meeting Date
BRF Trailblazers	Natalie Cogswell	715.284.9704	natcogswell@yahoo.com	1 st Monday, Methodist Church BRF, 6:00 pm
Country Crystals	Karen Kling	715.662.2600	k2write@hotmail.com	3 rd Sunday, Village of Taylor Municipal Building, 7 pm
Hixton Lucky Clovers	Stacy Shramek	715.896.0304	slscls@centurytel.net	2 nd Monday, Hixton Legion Hall, 7:00pm
Humbird Honeybees	Janice McFarlane Tracy Sonnheim	715.333.2344 608.518.5436	jmnd44@yahoo.com msonnheim@centurytel.net	2 nd Sunday, Mentor Town Hall, 3:30pm
Irving Sticktight's II	Kara Wensel	715.284.9642	kara.wensel@gmail.com	2 nd Sunday, Irving Town Hall, 6:30pm
Melrose Satellites	Peggy Stetzer	715.299.0943	syevzperpeggy@yahoo.com	2 nd Sunday, L&M Caf�, 6:00pm
Milk Duds	Mary Giese Alisha Johnson	715.896.1039 715.896.3108	michaelmarygiese@gmail.com	2 nd Sunday, Garden Valley Town Hall, 6:00 pm
Mound View Happy Workers	Todd Erickson Linda Moseley	715.984.2327 715.597.3949	todderickson@icc.coop lmoseley000@centurytel.net	3 rd Wed May-Sept-Ball Park; 3 rd Sun Oct-Apr Northfield Town Hall, 6 pm
Northfield Go-Getters	Carolyn Mann Steve Smith	715.797.1517 715.984.2267	cmann1949@yahoo.com rfarm@irivest.net	3 rd Wednesday, Northfield Town Hall, 7:00pm
Osseo Wild Mustangs	Cathy Franck David Franck, Sr	715.597.1809	davidfranck@centurytel.net	1 st Tuesday, Garfield Town Hall, 6:30 pm
Rose Hill Ramblers	June Johnson	715.284.7427 715.299.0873	tagmama@hotmail.com	2 nd Sunday, UW-Extension, 11:00 am
Sharing Pioneers	Deb Johnson Sharon Ernst	715.284.7598 715.284.9231	cte38894@centurytel.net ernstsh@centurytel.net	2 nd Sunday, UW-Extension, 4:00pm
Whispering Hills	Ellie Hurlburt Melissa Schaub	715.284-4917 608.486.4012	douglashurlburt@centurytel.net tschaub@centurytel.net	2 nd Saturday, Manchester Town Hall, 2:00 pm

Jackson County UW-Extension Staff

Phone 715.284.4257

4-H Youth Development Agent

Monica Lobenstein monica.lobenstein@ces.uwex.edu Ext. 502
Provides educational programs for youth, and youth development leadership for communities.

4-H Youth Development Program Advisor

Monica Lobenstein monica.lobenstein@ces.uwex.edu Ext. 501
Provides educational programs for youth, and youth development leadership for communities.

Agriculture Agent

Trisha Wagner trisha.wagner@ces.uwex.edu Ext. 504
Provides research-based information to farmers, agri-business people, home gardeners and rural landowners.

Family Living Agent

Luane Meyer luane.meyer@ces.uwex.edu Ext. 505
Responds to community needs with research-based education and partnerships that support families and communities.

FOODWise Program Coordinator (Jackson & Trempealeau Counties)

April Duval april.duval@ces.uwex.edu Ext. 506
Coordinates WNEP grant programming in two counties and provides practical, reliable foods, nutrition and budgeting information to eligible low-income families and individuals.

Support Staff

Tammy Blom tammy.blom@ces.uwex.edu Ext. 501

Wisconsin 4-H Glossary

4-H: Youth, parents and other adults providing an educational and recreational experience for the youth of their community.

4-H Member: Anyone in kindergarten up to grade 13 (as of October 1 of enrolling year) who participates in a local 4-H group.

4-H Club: A local organization made up of a group of youth, parents and certified leaders who have fun together learning and sharing.

4-H Club/General Leader: Volunteer adult who serves as organizational leader for the 4-H club. They coordinate programs and activities as planned by the group. They work with club officers in helping them conduct monthly meetings. They help members as well as parents follow through with responsibilities they have accepted. The Club/General Leaders are the main resource between the club, the Parents & Leaders Association, and the Extension office.

Activity Leader: A volunteer who is responsible for organizing and conducting special activities.

Adult Volunteer: Unpaid support for the 4-H program by a trained and certified individual 18 years of age or older.

Banquet: An annual event in which 4-H youth, clubs/groups, leaders, community partners, and alumni are recognized for their achievements. Awards are distributed for levels of 4-H participation and accomplishment. This is also when the Annual Leaders meeting is held.

Camp: An overnight outdoor living experience that is offered to 4-H youth during the summer months. Camp is an excellent opportunity for youth to learn more about the environment, themselves, and working together in a "community."

Camp Counselor: An adult or older teen who volunteers to assist with 4-H Camp. Counselors are trained and supervise campers throughout the daily 4-H activities, including cabin supervision, project activities, recreational activities, campfire and evening activities.

Camp Counselor in Training (CIT): Youth who play an active leadership role at 4-H camp who have completed sixth grade and have not finished eighth grade.

Cloverbud: Youth that are grades K-2 that are enrolled in 4-H and are members of a 4-H club.

Community Partner Advisory Group (CPAG): A partnership between the Extension office and community members who work to ensure local effectiveness with Extension programs.

Executive Board: The board is elected from the county's 4-H membership. It includes both adults and youth. They develop policy and give direction to the countywide program.

Experiential Learning: The process by which an individual or group participates in a learning experience, responds to the experience, discusses and processes the experience in terms of past and present, generalizes the experience in terms of future, and applies the experience to future situations.

Extension Education Committee (EEC): county elected officials that are responsible for overseeing the County Extension education program.

Jackson County Newsletter: A bi-monthly newsletter that each 4-H family receives. This newsletter includes information on upcoming events, workshop and educational opportunities, and information specific to the county's 4-H programs.

Life Skills: Life skills are abilities individuals can learn that will help them to be successful in living a productive life. The goal of youth programming is to provide developmentally appropriate opportunities for young people to experience life skills, to practice them until they are learned, and be able to use them as necessary throughout a lifetime. Through the experiential learning process, youth internalize the knowledge and gain the ability to apply the life skills appropriately.

National 4-H Week: The first full week in October. This event recognizes 4-H youth and leaders nationally. Often, this event is used as an opportunity to promote 4-H in local communities and recruit new members.

Organizational Leader: A volunteer who is recognized as the key contact for the 4-H club/project. They are generally responsible for enrolling members, securing 4-H project resource books, maintaining communications with the UWEX office, and ensuring 4-H meetings run smoothly. Some clubs/projects have more than one organizational leader.

Parents & Leaders Association: The adult volunteers and leaders who are part of Jackson County 4-H. These members are trained and certified. Their annual meeting is in October at the Banquet.

Project: Areas of interest for learning and skill development, which you can choose from the Project Guide.

Project Discs: Awarded to 4-H youth at the county level based on their accomplishments in their projects and activities. Record Books are used to select award winners. Recipients of the Record Book awards are announced at the Banquet held in October.

Project Leader: Volunteer (Youth or Certified Adult) who teaches a particular project/skill to youth or a volunteer who may wish to learn about an unknown project as they teach it to youth. The volunteer helps 4-H members learn and master skills related to that project.

Project Literature: 4-H member and Leader Guides, written by University Specialists, that serves as suggestions for areas of study in 4-H projects. There is literature and a great variety of projects at the UWEX office that can be checked out. Members may purchase their own project literature.

Project Meetings: Project leaders hold meetings for members to come and learn about the project area they have signed up for. This is also when events and clinics are discussed and planned.

Record Book: The record book is a report of 4-H accomplishments in projects and activities during the current year. Members who complete a record book must submit it to their Club/General Leader. General Leaders turn in the record books to the UWEX office in early September. Outstanding record books that meet the requirements of the Jackson County Record Books policy are selected from the club level and sent to the county for consideration for achievement at the county level.

University of Wisconsin: The land grant university in Wisconsin designated by Congress to receive the benefits of the Morrill Acts of 1862 and 1890, which provided for college education for the working classes. The University of Wisconsin has campuses throughout Wisconsin and in each county through the UW Extension System.

University of Wisconsin Extension (UWEX): The University of Wisconsin (Cooperative) Extension (System) is responsible for the administration of the 4-H program in Wisconsin. UWEX applies university research, knowledge, and resources to meet the educational needs of Wisconsin people wherever they live and work. 4-H is the youth education program of UWEX. The UWEX is also responsible for the administration of Family Living Education, Community Resource Development, and Agriculture Management.

Volunteer Screening Process: A process adopted by UWEX to prevent child abuse and neglect and to protect youth within the 4-H program. Volunteers must sign a list of volunteer behavior guidelines as well as completing a training on youth protection.

Youth Protection/Leader Orientation: All first year adults wishing to serve as volunteers (organizational, project and activity leaders, etc.) are required to attend a two hour orientation/training session, sign a list of volunteer behavior guidelines, and authorize a confidential records check through the Department of Justice.

Youth Volunteer: 4-H members, in cooperation with certified adult leaders, who help younger members with project areas and/or activities.

Resources to Help 4-H Families

Jackson County 4-H:

<http://jacksoncounty4h.wordpress.com>

Jackson County University of Wisconsin Extension:

<http://jackson.uwex.edu/>

University of Wisconsin Extension:

<http://www.uwex.edu>

University of Wisconsin Extension-Cooperative Extension:

<http://www.uwex.edu/ces/>

Wisconsin 4-H:

<http://www.uwex.edu/ces/4h/>

Club Community Central:

<http://www.uwex.edu/ces/4h/clubs/index.cfm>

National 4-H Volunteer:

<http://4-h.org/getinvolved/volunteer.html>

National 4-H Mall:

<http://www.4-hmall.org>

National 4-H:

<http://www.4-H.org>



Jackson County 4-H New Family Handbook was prepared by:

Monica Lobenstein
4-H Youth Development Agent
&
Brittany Johnson
former AmeriCorps, 4-H Outreach Coordinator

with input from:
Jackson County 4-H Cloverbud Committee

Information for this handbook was adapted from:

- “Cleveland County 4-H Cloverbud Yearbook, state of Oklahoma.” Brenda Hill & Justin McConaghy, 4-H Youth Development Educators; 2009.
- “Dunn County 1st Year Member Guide.” Chris Viau, 4-H Youth Development Educator, 2007.
- “Lewis County 4-H Cloverbud Program.” Cornell Cooperative Extension.
- “Waupaca County 4-H Family Guide.” Connie Abert, 4-H Youth Development Educator; 1999.
- “Winnebago County 4-H New Family Handbook.” Rene L. Mehlberg, 4-H Youth Development Educator; Spring 2005.

All entry dates, age, and grade requirements are current as of October 2014. Requirements may change slightly from year to year. The Jackson County 4-H Cloverbud Handbook will be updated periodically.



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