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4-H News

River Valley District

**September &
October
2020**

On-going COVID-19 Guidelines for 4-H Clubs

We must remain vigilant to maintain the safety of our 4-H families as we transition back to face to face meetings.

Community leaders – please consider the following:

- * Can this meeting be offered using video conferencing? If not try to meet outside.
- * Maintain a 6-ft distance with others as much as possible
- * Clean and disinfect surfaces
- * Limit sharing of items
- * If meeting in person—Use cloth face coverings
- * Food – provide pre-packaged or bagged items instead of buffet or family style meal

Note: No participant should be asked to participate in any manner that makes them feel uncomfortable or is unsafe.

4-H Enrollment Begins Thursday October 1st

Enrollment for the 2020-2021 4-H year will begin on Thursday, October 1st using 4-H Online at <https://ks.4honline.com>. Returning 4-H families must log into their profile to re-enroll. New families will need to create a new family profile to start the enrollment process.

Resources to assist with the enrollment process for new and returning families can be found on our website at <https://www.rivervalley.k-state.edu/4-h/join.html>. If you have questions or need assistance with the enrollment process, please contact your local 4-H Program Manager. They are able to reset passwords and walk you through the process!

Please help us by getting a quick start to the next 4-H year! **We encourage all 4-H members to be enrolled by Monday, October 19th!**

Thank you for being a part of 4-H in the River Valley District! We are excited for the new 4-H year and are looking forward to some new and exciting opportunities for our youth.

If you know someone who might be interested in joining 4-H, please encourage them to contact any River Valley District 4-H Staff member to learn more about our wonderful youth organization.

Officer Training

Due to COVID-19, we are making changes to officer training for the year 2020. Please watch for an email and a post on our Facebook page with more information.

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National 4-H Week

How much do you love being a part of 4-H? Want to showcase all the fun you participate in and celebrate all the opportunities you have, all in one week? National 4-H Week takes place **October 4-10** and this year's theme is "Opportunity4All" In 4-H, we believe every child should have an equal opportunity to succeed. Make sure you check out what your club and local extension office has planned for this awesome week!



What are ways for you to help promote National 4-H Week?

- Be a part of a local Radio Spot
- Work with your Club to set up promotional material in local business fronts
- Invite non-4-H members to a club meeting
- Wear a 4-H shirt to school and other activities on Spirit Day- October 9th
- Showcase your Projects or Club in the local paper
- Plan and complete a Community Service Project

48 Hours of 4-H

Join us this fall in seeing just how much we can give back to our communities! The weekend after National 4-H Week, October 10th and 11th, is the perfect opportunity to setup a service project. Invite your friends, clubs, adult volunteers and 4-H Alums too! All information about this great event can be found at Kansas4-h.org under the *Conferences and Events* tab. 48 Hours of 4-H is the perfect complement to #Opportunity4All.

Please register your projects and then follow up with a report so we know about all the great things that happened across the state. In addition, be taking lots of photos and send them to your local 4-H Program Manager.

Remember our 4-H Pledge showcases how our hands are used for larger service, lets show what our District is made of in all service big or small!

4-H Sunday

One Sunday each year is set aside to call attention to and emphasize the spiritual "H" (heart) of 4-H.

4-H Sunday is typically the first Sunday in October and is the start of National 4-H Week. This year, 4-H Sunday is October 4, 2020. 4-H Clubs may choose to celebrate 4-H Sunday as it best suits their members and families.

Each club decides how they want to observe 4-H Sunday. Some clubs attend a member's church together, have a part in a church service, or conduct some other spiritual activity.

Bulletin inserts have been updated. Contact your local River Valley District Extension Office, if you need bulletin inserts for a church service.

Program fee

The 2020-2021 4-H year will be the fourth year for the 4-H Program Fee. The fee is \$15.00 per 4-Her. Here is a reminder of the options available for payment.

- Credit Card – paid through 4-H Online. Charges will go through after your enrollment has been accepted by your local 4-H Program Manager.
- Check – mailed directly to the State 4-H Office and made payable to “Kansas 4-H Youth Development.” Make sure to include a list of youth name(s), 4-H Club, and River Valley District, so the payment is applied to the correct account.
- Local Sponsor – 4-H Club, 4-H Council, etc. Check with club leaders to see if a local sponsor will be paying your program fee.
- Waiver – if families are unable to afford the program fee, they may request a waiver during the enrollment process to cover the cost.

If you ever have questions or need assistance with the enrollment process, please contact your local 4-H Program Manager.

Record Books

4-H Record Books are an ongoing documentation of everything a 4-Her has accomplished through their 4-H career. The Record Book is updated yearly by completing a new Personal Page, writing a general story of your current 4-H year’s projects and activities, and by adding to your Permanent Record.

Every 4-H member in the River Valley District is expected to complete a record book for the 2019-2020 4-H year. Your Record Book is turned in to your club leaders for review by the deadline date set by your club leaders. Record Books are not turned in to the Extension Office, but a list of youth who complete Record Books should be turned in by club leaders to the Extension Office. Completing a Record Book helps your club meet requirements to achieve the yearly Club Seal, and it may also help a member meet requirements for achievement pins.

As you prepare for college, Record Books are extremely helpful in completing college scholarship applications – as it is a record of your offices held, volunteer and community service activities, public presentations, and other leadership activities.

Record Book resources are located online at <https://www.rivervalley.k-state.edu/4-h/record-book-forms.html>

If you need any assistance with completing your Record Book, please contact any of the River Valley District 4-H Staff.

Spirit Day

Get Pumped! National 4-H Week’s Spirit Day will be held on Wednesday, October 7. There are so many ways to celebrate.

Be sure to wear green or a 4-H clover to school! Have a 4-H mask? Be sure to put it on.

You can also decorate an Opportunity4All sign that can be found on the National 4-H website. Share pictures of your sign with a caption of what opportunity means to you. Use #Opportunity4All on social media. You can also use National 4-H Week Zoom backgrounds.

It’s a great day to be 4-H proud!

Apply for Kansas 4-H Youth Leadership Council

Leadership Council (K4-HYLC) and Kansas 4-H'ers are looking for committed, enthusiastic members to serve on the 2021 Council, and we think that you might fit that description!

Through this application you can apply for National 4-H Conference Delegate and/or Kansas 4-H Youth Leadership Council Representative. Both groups serve on the State 4-H Youth Leadership Council. We are confident that, if selected (National Conference Delegate) or elected (Council Representative), you will acquire many valuable, life-building skills through your Youth Council experiences. There will be 12 Council members (3 from each Extension Region) elected, and up to 6 National Conference Delegates selected at the Virtual Kansas Youth Leadership Forum, November 21-22, 2020, to serve Kansas 4-H for the 2021 year. Any Kansas 4-H member between the ages of 14 and 18 before January 1, 2021 may apply as a Council Representative and those 15-18 before January 1, 2021 may apply for National Conference Delegate.

If interested contact your local 4-H Program Manager.

KYLF & KVF—Kansas 4-H Leadership Weekend

The 21st annual Kansas Youth Leadership Forum, November 21-22, 2020, **which will be held virtually** via Zoom this year.

The theme for the forum is "Let's Taco 'Bout Leadership." This event, designed for youth ages 14-18, and 4-H volunteers, will include speakers, workshops, and the election of the 2021 Kansas 4-H Youth Leadership Council. Be watching your emails for more information. We will be sending it out when it becomes available from the Kansas State 4-H office.

The RVD 4-H Staff would like to send a big thank you to everyone that helped make our fairs happen. We know that this year was challenging as we planned and adapted for many alternative changes for the 2020 fairs. We could not have done it without the help of each and every one of you. Special thank you to our fair boards, community members, local businesses, our 4-H families, and 4-Hers. We greatly appreciated your cooperation and understanding during this fair season. Thank you!

Officer Positions and Descriptions

4-H teaches skills youth will use for their lifetime. Leadership is one of these lifelong skills. Successful 4-H Club meetings depend on leadership from effective officers.

4-H Club officers are elected each year at the beginning of the 4-H program year. It is important to have elections completed in time for the new officers to attend officer trainings.

Through the election process and holding officer positions, members:

- Learn about and participate in elections;
- Learn to be responsible to their group, develop leadership skills, and practice basic parliamentary procedure;
- Establish ownership in their club meetings;
- And more!

Before elections take place, an advisor or Junior leader should do the following:

- Explain the duties of each office;
- Share any qualifications needed to run for the office, such as attendance, participation, etc.;
- Discuss the need to elect members for their ability, rather than for their popularity; and
- Discuss the election procedures to be followed, with written ballots used when voting.

4-H Clubs usually elect the following officers:

President – Prepares an agenda and presides at all meetings. Understands and follows basic parliamentary procedure. Appoints committees. Works with leaders to ensure each meeting runs effectively.

Vice President – Presides over the meeting in the absence of the president. Serves as chairman of the program planning committee and introduces the program at club meetings.

Secretary – Keeps complete and accurate minutes of each business meeting. Writes club correspondence. Records attendance of members and advisors.

Treasurer – Handles club money. Maintains accurate and current financial records. Completes the yearly financial review forms for the River Valley District board.

Council Representative – Attends the bi-monthly county 4-H Council meetings, represents the club's wishes and relays council decisions back to the club. Two adult leaders and two 4-H members are needed for council representatives. Clubs may consider electing alternate Council Representatives to attend the Council meetings, if a representative is unable to attend a meeting.

Parliamentarians – Assist club officers and leaders by enforcing the correct parliamentary procedures to make the meetings run smoothly.

Reporter – Writes interesting and accurate reports of club meetings and special activities. Sends reports of meetings and activities to local media. Photos are encouraged for events and community service activities for newspapers. Maintains the Club Reporter book.

Historian – Keeps items of historical significance to the club and arranges them in the Club Historian book.

Recreation Leader – Plans and leads recreation at each meeting. Plans special events and parties. Involves other members in leading recreational activities.

Song Leader – Plans and leads songs or music at each meeting.

The size of the 4-H Club and the age of the members may determine the number of kinds of officers to be elected.

In 4-H clubs with younger and older members, electing Junior Officers may be helpful. A Junior Officer should be a younger 4-H member who works with the regular Officer in the same position to learn the responsibility and duties of their particular office. This would also be helpful in the Recreation and Song Leader positions to meet the needs and interests of the different age groups. Junior Officer roles also help the younger members to gain confidence in front of a group. Junior Officers should run at least one meeting during the 4-H year.

Since one of the goals of 4-H is to develop leadership skills, it is a good idea to pass officer positions around, so members gain different experiences. This means, a member should not hold the same office in consecutive years. A variety of experiences will help the member grow in leadership and develop new skills.

If you have any questions regarding the role of any officer position, please call a member of the District 4-H Staff!

Kansas State Fair

The River Valley District staff would like to congratulate all the 4-H members that took the extra effort to send their Kansas State Fair virtual entries to the office.

We hope there were minimal challenges with the virtual showcase. Please do be patient as Kansas State 4-H staff work through this new process.

As staff, we are learning as much as our 4-H members.

We will share the results as soon as we get them.

Election Methods

2020-2021 elections for all Clubs across the District are coming soon! Before you select next year's officer team, let's take a look at some of the method options for elections and what might be the best way for your Club.

Nominations of officers can be done in different methods. Some Clubs may have chosen to combine several methods, but nominations should ALWAYS be allowed from the floor.

Method 1: Forming a **Nomination Committee**. This committee should consist of 3-5 members appointed by the president to create the slate of officers. The committee meets with a 4-H club leader prior to the club meeting of elections. If it's a small club, having only one candidate per position is acceptable but clubs are encouraged to select 2 or more. Each prospective officer must be asked if they would be willing to serve prior to reporting the slate of candidates. The slate of officer candidates is then presented at the election meeting as a committee report.

Method 2: **Candidate Sign-Up** for office positions. This allows club members to nominate themselves or fellow club members. A short questionnaire/application works very well with this method. Ballots are made based on who applied for each position. During the election meeting, those candidates are given the opportunity to give a short statement as to why "they are the best person for the position". Then the club will proceed to vote.

Method 3: **Nomination from the floor**. In this method, the outgoing president calls for nominations from the floor for each respective position. Example, president opens floor for nominations for president, nominations are given, outgoing president closes nominations, short statements are made by each of the candidates, ballots are cast from club members, secretary announces newly elected candidate to position.

If you have any questions regarding these methods and the election process, please call your local 4-H Program Manager for more information.

Member Achievement Plans

Member Achievement Plans (Pin Applications) are an opportunity to receive recognition for your participation and achievements in 4-H! Pin applications will get increasingly tougher as youth get older.

There are 9 pin applications to apply for throughout one's 4-H career. You may find the pin applications on our district 4-H page at https://www.rivervalley.k-state.edu/4-h/record_book_forms.html

You may hand-write your application or use the form-fillable versions from our website to complete the application. If you choose to do the form fillable version, keep in mind that you will need to save it to your computer first so it will save all the information.

Since this 4-H year (2019-2020) was different as there were less event opportunities, our 4-H team has made a few changes to the **optional requirement numbers** on a few of the pin applications.

Silver Guard from 8 – 7

Leadership from 11 – 10

Gold from 15 – 13

Gold Guard from 16 – 14

Key Award – use Alternate Form for 2019 – 2020

Here are a few guidelines for completing these applications:

- Make sure you are using the newest version! Pin applications should have a revision date of June 2015 listed on the back.
- It may take a couple of years to receive a pin, especially for the upper level pins. Make sure to take the opportunity at the beginning of the new 4-H year to look at what you need to accomplish during the next year! Set goals!!
- You may only receive one achievement pin a year. However, you may receive both a pin and the 4- H Key Award the same year as they are two separate award applications.
- If you skip ahead just remember you cannot go backwards
- An event/activity can only be used one time per application.

- Report ONLY 4-H participation! Do not include school, church, or other youth organization related events and/or activities.
- Activities and events should be from the current 4-H year only! Only the Gold & Gold Guard pins allow the use of prior 4-H years' work on select optional requirements.
- Check all the optional requirements you have completed, even if you have more than is required. One that you may think fulfilled a requirement may not be accepted.
- If there is a blank line for a requirement, you must fill in the details! Be as detailed as possible!
- On some pin apps, an optional requirement is to receive recognition at your county's Achievement Celebration. Only individual recognition counts. You are not able to use your club's overall recognition for this requirement. Most importantly, if you have a question on what application you are ready to apply for or have questions about what events may qualify for a certain requirement, please contact your local 4-H staff. We are here to help!
- Remember that the application needs to be signed by your 4-H Club leader so make sure to ask them what the deadline is for your club!

General Project Records/Animal Project Records and KAP's

"I completed my record book but what are these??" There has been some confusion in some 4-H households.

Animal Project Records and General Project Records consist of:

- Project Record Forms - which include your goals, learning experiences, expenses, how you demonstrated leadership and citizenship and photos pertaining to your project.
- Project Story – Get detailed about your specific project area. Tell about your project from beginning to end – why you chose it, what was challenging, share successes, what you've learned, and how you've helped others. This is your bragging rights so express yourself.

There are 3 different age appropriate versions to pick from, which can be found on the River Valley District website https://www.rivervalley.k-state.edu/4-h/project_records.html

Juniors are 4-H age 7-9, Intermediates are 4-H age 10-13, and Seniors are 4-H age 14-18.

We encourage every 4-H member to pick at least one of their favorite projects to complete a project record over. All Animal Project Records and General Project Records must be signed by club leaders, so turn it into your leader by their September deadline.

Project records are sent to another county within the River Valley District to be judged. If you are interested in helping judge, contact your local 4-H Program Manager. Judging is a great learning opportunity!

Project Record winners are announced at your Achievement Celebration this fall. Senior Division winners may be chosen to advance to the Northeast area screening in January, where they are eligible to be selected for the State Judging.

If you are a Senior and your Animal/ General Project Record is chosen, 4-H'ers will need to put that information into a Kansas 4-H Award Portfolio (KAP).

The KAP is the acronym for Kansas Award Portfolio. The Kansas 4-H Award Portfolio is an additional record keeping tool that is used for selecting Area Project Award Winners. Seniors will be able to find the KAP on the River Valley District website, https://www.rivervalley.k-state.edu/4-h/project_records.html

If you need help transferring Project Records to the KAP format, please contact your local 4-H Program Manager. Don't be discouraged and give it a shot! Fill out at least one Project Record. If you are needing help, please contact any River Valley District 4-H Staff Member!



RIVER VALLEY DISTRICT 4-H CALENDAR OF EVENTS



Highlight, circle, underline, etc. the important dates for your family to remember!

Then, use this calendar as a reminder – place it on your fridge, with your calendar, on your bulletin board, etc.!

Date	Time	Event	Location
September			
9/7		RVD Offices Closed – Labor Day	RVD Extension Offices
9/12		Virtual KSF Exhibits results	Online
Ask your Club Leader		4-H Record Books DUE	Turn into your 4-H Club Leader
9/28	7:00 p.m.	Cloud Co. 4-H Council Meeting	Commercial Building - Fairgrounds
October			
10/1		Pin Apps, Project Records, Club Seal Reports	Due to Extension Offices
10/1		Officer's books DUE in office	RVD Extension Offices
10/1		4-H Enrollment opens	https:// ks.4holine.com
10/4		4-H Sunday	
10/4 – 10/10		National 4-H Week	
10/5	6:30 p.m.	Clay Co Ambassadors Meeting	Clay Co Extension Office Meeting Room
10/5	7:00 p.m.	Clay Co Jr Leaders Meeting	Clay Co Extension Office Meeting Room
10/5	7:30 p.m.	Clay Co 4-H Council Meeting	Clay Co Extension Office Meeting Room
10/7		4-H Spirit Day – Wear your 4-H T-shirt	
10/9	9 am – 6:30 pm	Judging Project Records, Club Officer's Books	Clay Co Extension Office
10/10 – 10/11		48 Hours of 4-H	
10/12	11 am – 6:30	Judging Project Records, Club Officer's Books	Cloud Co Extension Office
10/12	8-4/4-7:30	Judging Project Records, Club Officer's Books	Republic Co Extension Office/4-H Building
10/12	4 pm	Judging Project Records, Club Officer's Books	FNB Basement
10/12	7:30 p.m.	Republic Co 4-H Council	4-H Building
10/12	7:30 p.m.	Washington Co 4-H Council	FNB Basement
November			
11/1	1:00 p.m.	Shooting Sports Safety Meeting & Shoot	Hosie Building – Cloud Co Fairgrounds
11/7	TBA	Cloud Co Achievement Celebration	Commercial Buildings – Fairgrounds
11/7	6:30 p.m.	Clay Co Achievement Celebration	CCUMC – Family Life Center
11/8	2:00 p.m.	Republic Co Achievement Celebration	Republic Co 4-H Building
11/21	TBA	Washington Co Achievement Celebrations	TBA
11/22	1:00 p.m.	Shooting Sports Safety Meeting & Shoot	Hosie Building – Cloud Co Fairgrounds
11/21 – 11/22		Virtual KYLF	
11/26 – 11/27		RVD Offices Closed – Thanksgiving	
December			
12/24 - 12/25		RVD Offices Closed - Christmas	
January			
1/1		RVD Offices Closed – New Year's Day	
1/17	1:00 p.m.	Shooting Sports Practice Shoot	Hosie Building – Cloud Co Fairgrounds
1/31	1:00 p.m.	Shooting Sports Practice Shoot	Hosie Building – Cloud Co Fairgrounds
February			
2/21	1:00 p.m.	Shooting Sports Practice Shoot	Hosie Building – Cloud Co Fairgrounds

RIVER VALLEY DISTRICT 4-H CALENDAR OF EVENTS

RIVER VALLEY DISTRICT 4-H STAFF CONTACT INFORMATION

	Diane Kussman 4-H Program Manager RVED – Belleville 785-527-5084 dkussman@ksu.edu	Rachel Footit 4-H Program Manager RVED – Clay Center 785-632-5335 rachelvalleyacres@ksu.edu	Melissa Swenson 4-H Program Manager RVED – Concordia 785-243-8185 mswenson19@ksu.edu	Macy Flory 4-H Program Manager RVED – Washington 785-325-2121 macy22@ksu.edu
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River Valley Extension District
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Address Service Requested

RVD Achievement Celebrations

Each year, we take the opportunity to celebrate the accomplishments of our 4-H members throughout River Valley District! Below are the Tentative Dates for Achievement Celebrations across the District:

Cloud	Saturday, November 7 th	TBA	Commercial Building- Fairgrounds
Republic	Saturday, November 8 th	2:00 p.m.	Republic County 4-H Building
Clay	Saturday, November 14 th	6:00 p.m.	CCUMC- Family Life Center
Washington	Saturday, November 21 st	TBD	TBD

Please save the following dates and attend your Achievement Celebration! **Please note all dates and locations are SUBJECT TO CHANGE in the event of COVID-19 restrictions.** We hope to continue to keep everyone safe and healthy during these uncertain times.

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