

2010
Butte County
4-H Handbook



Butte County Extension Office

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<http://butte.sdcounties.org/>

SD 4-H Web Site: <http://4h.sdstate.edu/>

4-H Source Book: <http://www.4-hmall.org/>

4-H Curriculum Site: <http://www.4-hcurriculum.org/>

SD 4-H Rodeo Site: <http://www.sd4hrodeo.org/>

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By Amy Hauck, Butte County Extension Administrative Assistant

ADMINISTRATIVE LEADERS

4-H Hired Hands

Robbi Longbrake, 605 Dartmouth, Newell, SD 57760-----210-6000
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Butte Badgers

Marilyn Hespe, 11030 SD Hwy 34, Belle Fourche, SD 57717-----892-2156
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Handy Helpers

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Horse Creek Sheep

Kim Jackson, 221 Elmira Ave, Newell, SD 57760-----456-1426
jjackson@sdplains.com

Lucky Ten

Betsy Burtzlaff, 19134 Whitewood Valley Rd, Whitewood, SD 57793-----257-2324
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Prairie Pals

Karen Swan, 18629 SDH Hwy 79, Newell, SD 57760-----456-2175
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Valley View

Ree Reich, 1007 Kingsbury, Belle Fourche, SD 57717-----892-4366 and
Holly Main, 4633 State Hwy 24, Aladdin, WY 82710 -----(307) 896-6153
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Young Riders

Deb Kukuchka, 11591 US Hwy 212, Belle Fourche, SD 57717-----892-2875 and
Wendy Garman, 18665 Rehorst Rd., Belle Fourche, SD 57717 -----892-4730
Bar69angus@dishmail.net, dwgarman@msn.com

SPECIAL PROJECT 4-H LEADERS – PRIMARY CONTACTS

Butte County 4-H Range Club

Dave Ollila, 18838 Ollila Rd., Newell, SD 57760-----456-2235
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Butte 4-H Rodeo

Rich Kokesh, 18772 Kokesh Ln., Belle Fourche, SD 57717-----892-3542

Butte County 4-H Shooting Sports

Dean Hauck, 10709 Sourdough Rd., Belle Fourche, SD 57717-----892-2103
Sdcowboy1@msn.com

BUTTE/LAWRENCE COUNTY 4-H JUNIOR LEADERS

This group is for 4-H members 13 – 18 years of age by January 1, 2010.

President – Kay Marrs Vice-President – Callie Sleep

Secretary – Samantha Sleep

Treasurer – Molly O’Connell

Advisor Contacts: Amy Frerichs - 642-6200, Shirley Provandra - 722-2575

BUTTE COUNTY LEADER’S ASSOCIATION

The Butte County Leaders Association is made up of only Butte County leaders. The discussions focus on issues and events that pertain only to Butte County including recognition, scholarships, dues, club and volunteer recruitment, etc. This association operates its own treasury .

President – Marilyn Hespe

Vice President – Eve Vavra

Secretary – (vacant)

Treasurer – Karen Swan

BUTTE/LAWRENCE COUNTY LEADER’S ASSOCIATION

The B/L Leaders Association is made up of both Butte and Lawrence County 4-H leaders.

The discussions are focused on issues that pertain to both counties together including County Fair, Youth-in-Action Events, workshops, project days, etc. This association does not have a treasury.

President – Marilyn Hespe

Vice President – Eve Vavra

Secretary – (vacant)

BUTTE COUNTY EXTENSION ADVISORY BOARD

This group is made up of community leaders that advise the Extension Service from a local level. They are partners in the development, implementation, and evaluation of educational programs.

Chairman – Jim Doolittle

Other Members – Ken Hansen, Marilyn Hespe, Gwen Kitzan and Tom Seaman.

BUTTE/LAWRENCE COUNTY FAIR BOARD

This group organizes and produces the annual Butte/Lawrence County Fair. They are the governing body that determines the rules and regulations for the Fair.

President – Jim Kokesh

Vice President – Dan Holben

Secretary – Rea Weyrich

Treasurer – Jim Kokesh

Butte County Directors – Vern Ward, Linda Velder, Ken Hansen – Commissioner

Lawrence County Directors – Rea Weyrich, Sheryl Pittman, Tommy Thompson -

Commissioner

ORGANIZATIONS & FEES

Butte County 4-H Leaders Association - Dues \$5.00 if paid by 12/31/09, \$6.00 if paid later - All Administrative, Assistant and Project Leaders pay dues.

4-H Membership Fee - All 4-H members pay \$5.00 or the club pays a sum of \$5.00 per member. (Membership fee includes \$1.50 for regular insurance, and \$3.50 for the Butte County Leaders Association to support 4-H recognition awards.) Cloverbuds, (age 5-7) pay only \$1.50 for insurance. Horse project members pay an additional \$1.00 for horse insurance.

WHAT IS 4-H?

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

*4-H is an informal educational program for all boys and girls 8 to 18 years of age whether they live in town, the country or on a farm.

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

WHAT IS THE PRIMARY OBJECTIVE OF 4-H?

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 the school, church and home.

WHY & 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 installed 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. According to 4-H Charter data, 4-H clubs began in Butte County in the 1940's.

HAVE 4-H OBJECTIVES CHANGED SINCE ITS EARLY DAYS?

Yes! Following the "teach improved practices to farmers and homemakers through their children" idea, came 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 today is for all kids, whether they live in the country or in the city.

WHO IS RESPONSIBLE FOR THE ADMINISTRATION OF THE 4-H PROGRAM?

The South Dakota Cooperative Extension Service (SDCES) is a cooperative undertaking by the United States Department of Agriculture, the land-grant colleges (in our case South Dakota State University) and the County Extension Board.

The purpose of the county extension service is to provide instruction and practical demonstrations in agriculture, marketing, family and consumer sciences, 4-H and youth development, range, livestock, horticulture and community resource development to all persons in the county.

WHAT IS A 4-H CLUB?

A 4-H club is a group of 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 neighborhood, a school, a church, a business or social unit. The size of the club should be suitable to the age of the members, meeting place and leadership available. This type of club is called a community 4-H club.

Also, youth are 4-H members by taking part in project clubs (one subject), special interest groups, and school enrichment programs.

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, spring-time and youth. White symbolizes purity.

4-H PLEDGE

I pledge

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

4-H YEAR

A new 4-H year starts October 1 each year and ends September 30 of the following year.

AGE FOR MEMBERSHIP

4-H membership is open to all boys and girls who are 8 years of age by January 1 and have not turned 19 years old as of January 1 of the current year. 4-H age is determined as of January 1 of the current year. Beginners are 8-10, Juniors are 11-13, and Seniors are 14 and older as of January 1, current year.

The 4-H Cloverbud program is a non-formal education program designed specifically for children in kindergarten through second grade (K-2). It provides opportunities for exploration and active learning in a non-competitive environment. Children who are age 5 – 7 by January 1 of the current year may join 4-H as a cloverbud.

WHO'S WHO IN 4-H

4-H Member - Any child 8-18 years of age that fills out an enrollment form and meets the club requirements.

Cloverbud - Any child 5 – 7 years of age that fills out an enrollment form and meets the club requirements.

Organizational (Administrative) Leader - A volunteer who is responsible for the organizational part of the club and handles the program development, dates, assigns leadership responsibilities.

Project Leader - A volunteer who helps to teach kids a project. This person is often a 4-H parent who agrees to help with a project. It may also be a Jr. Leader or a person from the community who has knowledge in a particular subject matter area.

Junior Leader - A 4-H member who is 13 years of age or older. They take an active part in helping the younger members in the club. By doing this, they grow, mature, and learn leadership skills.

Parent's Committee – Some clubs form a parent's committee. Duties will vary from club to club, but their basic responsibilities are to give parental input into the 4-H club program in the planning stages, recruit and orient project leaders and/or community club leaders, and assist the club leader at his or her request.

Leader's Organization - All 4-H leaders are members. They meet four times a year. The group plans 4-H activities and events that take place in a county- wide basis.

Extension Educators, 4-H/Youth Development Coordinator - They are the professionals who help to carry out the 4-H objectives. Together they work with the county 4-H program.

Extension Office - The Extension Office is located at 849 5th Ave., Belle Fourche, SD 57717 --- phone 892-3371---fax 892-9064 --- e-mail: butte.county@sdstate.edu

State Specialists - These people have specific subject matter responsibility for the 4-H program on a statewide basis. They are located at SDSU.

LEADERS

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

WHAT ARE THE PURPOSES OF 4-H CLUB MEETINGS?

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

1. Acquire new information.
2. Learn to use leisure time creatively.
3. Develop social skills.
4. Acquire leadership & 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. PARENTS ARE ENCOURAGED TO ATTEND MEETINGS WITH THEIR 4-H'ers. 4-H is a family affair.

HOW OFTEN DOES THE CLUB MEET?

Most clubs hold monthly meetings. A member is required to attend at least 4 meetings per 4-H year to complete their records and be eligible for awards.

WHAT IS A CLUB MEETING LIKE?

The 4-H meeting includes business, educational program, and recreation. 4-H meetings normally last 1- 1 ½ 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. Generally, the educational program will include talks and demonstrations by the members. Outside speakers may also present programs for 4-H meetings.

A 4-H MEETING MAY HAVE:

PUBLIC PRESENTATIONS

There are four types of public presentations. Most presentations consist of three parts:

- A. INTRODUCTION - explains the purpose of the demonstration.
- B. BODY - outlines subject step-by-step.
- C. SUMMARY - reviews important points and gives opportunity for questions.

DEMONSTRATIONS

Demonstrations are a step-by-step process of actions and explanations resulting in a finished product that can be shown to an audience. The audience learns by watching and listening. It may include charts, illustrations, posters and other types of visual aids.

ILLUSTRATED TALKS

Illustrated Talks differ from demonstrations in that they tell how rather than show how. There is not a finished product. Charts, models and other visuals are important for illustrated talks.

PUBLIC SPEAKING

Public Speaking is telling about your experiences or what you have learned. It is what you say and how you say it that informs the audience and communicates your ideas to them. Public speaking may or may not use visual aids and is more formal than other oral presentations and must deliver a platform-speaking presentation.

PROJECT WHY

A Project Why teaches the "why" about a principle. A 3X3 foot exhibit is prepared and the member explains "why" and answers questions.

BUSINESS SESSIONS

The business portion of the meeting should be short and snappy. It is a small democracy in action. Good parliamentary procedure is encouraged at all club meetings.

Basic Parliamentary Procedure

To Address the Chair – When a club member wishes to speak in a club meeting, he or she should stand and address the chair as Mister or Madam President. Remarks should be addressed to the president and there should be no talking among members when business is being conducted.

To Make A Motion - Most of the business that club members conduct is done through the form of motions. To make a motion after obtaining the floor, the member says, "Madam or Mister President, I move that"

After the motion has been seconded, the president calls for discussion. Each person who wishes to discuss the motion addresses the chair and is recognized before making comments. When the discussion is finished, the president says, "Are you ready for the question?" The club members respond, "Question," if they are ready to vote. The president calls for the vote by saying, "All those in favor say 'Aye'" (pronounced "I"). "All those opposed, 'No'".

If the president cannot tell which side has won, a hand count vote may be taken. After hearing the vote, the president states, "The ayes (or nos) have it and the motion is (or is not) carried." In the case of a tie, the president or presiding officer casts the deciding vote.

Amendments to Motions - Amendments may be made to a motion. An amendment must be made in the form of a motion, seconded and voted on before the motion as amended can be voted on.

REFRESHMENTS

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

RECREATION

A balanced program of recreation activities will increase the interest of members in the club. Good recreation develops good leisure time practices of 4-H'ers. The type of activities depends on the interest and abilities of the club members, the leadership provided, and the type of meeting place.

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. The exact program planning committee varies from club to club.

WHO CONDUCTS THE CLUB MEETINGS?

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

WHO PROVIDES LEADERSHIP?

Parents are usually the best source of adult leaders--but not the only source. Other friends of 4-H, such as parents of former 4-H'ers, retired persons, and young adults are often willing to help the 4-H'ers. Leadership for monthly club meetings is provided by the organization and project leaders. Leadership that is shared by several makes the responsibility not so great for any one person.

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 4-H boys and girls if they understand 4-H objectives and principals.

- * The 4-H'ers 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 touched by school or church. 4-H music, dramatics, etc., may give additional opportunities for participation.
- * 4-H'ers should be their own best exhibit. This means in manners, attitudes and courtesy, as well as appropriate dress and personal hygiene.
- * 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 purple ribbon 4-H'er with a red ribbon exhibit is more desirable than a red ribbon 4-H'er with a purple ribbon exhibit.
- * 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.

PROJECTS

Other than age, the only requirement for 4-H membership is that 4-H'ers enroll in at least one project. There are more than 60 project areas from which to choose. Members are expected to complete the projects in which they enroll and meet the minimum requirements to complete their 4-H year.

The State Fair Book is a great resource for project descriptions and any specific requirements that apply to a project area. Posters and displays, photography, clothing and home environment are an example of some projects that have specific details or forms that apply to that project. Some projects also have additional requirements for participants. These include Horse, Rodeo, and Shooting Sports.

Horse and Pony – In order to participate in this project with a live animal, members must complete horse safety training annually and a parent must attend once every three years. This training must be completed by May 31st of each year, or the member will not be allowed to show at the State or County Horse Show or the County Fair Horse Show in the 4-H Division.

In addition, each horse or pony used must be documented on a Horse ID Form that is held at the County Extension Office. These also must be completed by May 31st of each year.

Rodeo – Members wishing to participate in 4-H rodeo are required to have insurance coverage. Each member must either purchase 4-H Rodeo insurance or sign an insurance waiver form. Rodeo insurance is available for \$35.00 per 4-H'er involved. If you decide not to purchase rodeo insurance, the rodeo insurance waiver form must be completed. By signing the rodeo insurance waiver form, you are indicating that your family insurance will cover participation in 4-H rodeo. Either the insurance must be purchase or the waiver completed and be on file at the Extension Office by April 1st each year in order for members to participate. Rodeo entry forms require the signature of your Extension Educator to verify you have met the above requirements and are a 4-H member in good standing.

Shooting Sports – Mandatory safety training is provided in the fall of the year for members wishing to participate in shooting sports. Weekly shooting practices typically start in January and run through March. The disciplines currently offered in Butte County include BB Gun, air rifle, .22 rimfire rifle, air pistol and archery.

Livestock -

What is Country of Origin Labeling (COOL)?

This newly mandated law requires many, though not all, retailers to ensure that country of origin information is provided for covered commodities (ground and whole muscle cuts of beef, lamb, pork, poultry, and goat). Packers and processors that supply covered commodities to their retail customers must provide COOL information.

Though 4-Hers are not directly regulated by COOL, the first-hand knowledge of their project's country of origin requires them to provide documentation for the retail claim. Because covered commodities are required to be country of origin labeled, definitive origin information must be provided to slaughter facilities.

The process for 4-Hers is relatively simple. Animals owned by the 4-Her prior to July 15, 2008, will be “grandfathered” into the program (documented by July 15, 2008 inventory). However, any animals changing ownership and born after that date will need to be accompanied by COOL affidavit.

What 4-H and FFA Youth Need to Do?

A simple affidavit was developed that can work for all species of livestock (beef, sheep, swine, poultry, goat). This affidavit is located at the South Dakota 4-H Publications through SDSU Ag/Bio Communications under “COOL Youth Livestock Affidavit”. The document explains the steps needed to be taken as well as example documents that can be used for an audit trail. An actual affidavit is included.

4-H and FFA Youth who raise their own livestock for their projects need to fill this affidavit out and keep it on file for a minimum of two years. In the case of an audit, the youth can provide authorities with this affidavit along with other documents listed at the bottom of page 1 of the affidavit document (health papers, sales receipts, feeding records or other similar documents)

4-H and FFA Youth who purchase their livestock from others **MUST** have the producer fill out the affidavit, give it to the youth, and the youth should keep the affidavit on file for a minimum of two years. For example, a 4-H'er goes to buy his steer from a producer. The 4-H'er needs the producer (seller) to fill out and sign the affidavit.

Ownership Verification Forms – NEED ONLY FROM FAMILIES WHO HAVE INTENTIONS OF COMPETING AT THE STATE LEVEL!!!!

All animals in the 4-H division that will ***potentially be shown at a state sponsored livestock event such as the South Dakota State Fair*** must complete the 4-H Livestock Ownership Affidavits for each species. In addition, livestock must be tagged with a green tag and market animals must be weighed prior to the dates below. If you are leasing the animal, a Lease Form also needs to be completed along with the Ownership Affidavits. All forms mentioned above and tags are available at the Extension Office or online at <http://4h.sdstate.edu>. Anyone who might show market swine at the SD State Fair must be Youth Pork Quality Assurance Certified (YPQA). The SD State Fair is a terminal show, as all hogs are sent to John Morrell, who requires PQA certification. All sheep and dairy goats need to have scrapie identification tag and that must also be listed on the affidavit.

All livestock exhibitors MUST abide by the ownership deadlines:

- **March 31, 2009** - Market Beef
- **May 31, 2009** - Market Sheep, Breeding Sheep, Breeding Beef, Dairy Goats, Dairy Cattle, Meat Goats and Market Swine
- **July 1, 2009** - Rabbits and Poultry
 - Green tags and weighing not required
 - Poultry need Leg Bands (one per bird)
 - Rabbits need to be tattooed (one per rabbit)

PROJECT SELECTION

In choosing a project, a member will consult with his/her parents and 4-H leader(s). After considering all the projects available and the requirements of each, he/she should select one based on:

1. His/her interests, needs, and capabilities.
2. His/her family situation.
3. Suitability of the area in which he/she lives.

4-H PROJECTS AND PROGRAMS

<i>Aerospace & Rocketry</i>	<i>Automotive, Small & Tractor Engines</i>	<i>Beef</i>	<i>Bicycle</i>
<i>Career Exploration & Workforce Preparation</i>	<i>Cats</i>	<i>Character Education</i>	<i>Child Development & Family Life</i>
<i>Citizenship</i>	<i>Clothing & Textiles</i>	<i>Community Service & Service Learning</i>	<i>Computers & Technology</i>
<i>Conservation & Stewardship</i>	<i>Consumer Education</i>	<i>Cultural Education & International Study</i>	<i>Dairy Cattle</i>
<i>Dairy Goats</i>	<i>Dog</i>	<i>Drama & Theatre Arts</i>	<i>Economics, Business & Marketing</i>
<i>Electricity</i>	<i>Embryology</i>	<i>Energy for the Farm, Home & Transportation</i>	<i>Engineering</i>
<i>Entomology & Bees</i>	<i>Entrepreneurship</i>	<i>Expressive Arts</i>	<i>Fitness & Sports</i>
<i>Food Preservation</i>	<i>Food Safety</i>	<i>Foods & Nutrition</i>	<i>Forestry</i>
<i>GPS/GIS</i>	<i>Geology & Minerals</i>	<i>Graphic Design</i>	<i>Health & First Aid</i>
<i>Hobbies & Collections</i>	<i>Home Environment</i>	<i>Horse & Pony</i>	<i>Horticulture, Gardening & Landscaping</i>
<i>Leadership</i>	<i>Learning About Ag</i>	<i>Leisure Education & Recreation</i>	<i>Meat Goats</i>
<i>Music & Dance</i>	<i>Oral History Project</i>	<i>Photography & Video</i>	<i>Plant Science, Crops & Weeds</i>
<i>Poultry & Eggs</i>	<i>Rabbits</i>	<i>Range & Pasture Management</i>	<i>Robotics</i>
<i>Rodeo</i>	<i>Safety</i>	<i>Self Determined</i>	<i>Sheep & Wool</i>
<i>Shooting Sports</i>	<i>Small Pets</i>	<i>Soils/Soil Conservation</i>	<i>Swine</i>
<i>Veterinary Science</i>	<i>Visual Arts</i>	<i>Water & Water Conservation</i>	<i>Welding</i>
<i>Wildlife & Fisheries</i>	<i>Wood Science</i>	<i>Writing & Public Speaking</i>	

4-H PROJECTS

4-H members should take at least 1 project each year & complete the records for that project.

The project leader in clubs may conduct project meetings during the year.

To fulfill project requirements, members are encouraged to exhibit at Achievement Days, but exhibiting at local club meetings, open houses, parents events, Western Junior 4-H Family Consumer Science and Livestock Show, County Horse Show and such will satisfy the requirement to the leader's discretion.

RIBBONS

4-H uses the Danish system of ribbon awards. In this system, the ribbon placings are:

Purple: outstanding, eligible for State Fair.

Blue: meets standards, high quality, well done.

Red: average quality.

White: improvement is needed & exhibit does not meet all standards

4-H JOURNAL/RECORD BOOKS

At the time a new member joins 4-H, record book covers are available at the Extension Office for \$3.00 each. This cover will be kept as long as the member is in 4-H. Members will receive the project record sheets from their club leader.

The record book should be assembled in the following order:

1. Cover - use a standard 4-H Record Book Cover.
2. I Made It, Page 9! – This page is to be paper clipped to the inside cover of the 4-H Record Book. This page will be removed by your leader and turned into the Extension Office as part of your permanent record.
3. 4-H Journal
4. Additional Documentation – Photos, newspaper clippings, pins, medals, ribbons, certificates, letters and any other documents from this 4-H year.

Parents may oversee the child's work, but the 4-H record book should be completed by the 4-H'er. Record books should be completed and turned in to the club leader in mid September. Independent members must turn in their complete record books to the Extension Office in order to complete their 4-H year and be considered for awards. Books of those applying for awards/trips are due in the Extension Office (usually end of Sept. or first of Oct.).

4-H YEAR COMPLETION

To get credit for the year, a member must do the following:

- * Give a public presentation (demonstration, illustrated talk, public speaking, or project why) at the club level or higher.
- * Attend at least four meetings.
- * Complete current year's Journal and turn in the "I Made It" page by the deadline.
- * Independent members must turn in their completed journal/record book, in addition to the "I Made It" page.

PLEASE REFER TO THE BUTTE COUNTY 4-H RECOGNITION HANDBOOK FOR DETAILS ON MEMBER RECOGNITION AND AWARDS

SPECIAL TRIP AWARDS OR CONTESTS

Citizenship Washington Focus – 6-day leadership development opportunity held in Washington, D.C.

* Submit request/proposal with completed record book in September/October

* Scholarships may be available from the Butte County Leader's Association and/or the Butte/Lawrence County Jr. Leader's. Please contact the Extension Office for details.

National 4-H Congress – 5-day event held in Atlanta, GA in late November. Youth attend workshops, speakers, tours and perform community service projects.

*Submit a cover letter and 4-H resume to State 4-H office in November

National 4-H Conference – 5-day working conference held in late March in Washington D.C. at the National 4-H Conference Center. Youth work to develop a proposal to be presented to the US Secretary of Agriculture. Youth also attend workshops, speakers, roundtables and tours throughout D.C.

*Submit a cover letter and 4-H resume to State 4-H office in November

STATE SCHOLARSHIPS

All applications for state scholarships are due in Brookings, April 1 of each year. These applications require considerable time in preparing and there are some changes each year. Contact the Extension Office for more information on them.

4-H CAMPS

Youth Camp - Open to all youth (4-H and non) ages 8-12. Held at Camp Bob Marshall, near Custer.

SET Camp – Open to all youth (4-H and non) ages 11-13 interested in Science, Engineering and Technology. Held at Camp Bob Marshall, near Custer.

Teen Camp/Camp Counselor Training - Open to all youth (4-H and non) age 13-18. Held at Camp Bob Marshall, near Custer.

Teen Leadership Conference (TLC) – All youth (4-H and non) age 14 & over. Held in June in Brookings at South Dakota State University.

Performing Arts Camp – Open to all youth (4-H and non) age 14 and older interested in technical arts. Camp involves youth learning numerous songs and dances as well as some theatre aspects to put together a show. At the end of camp, the show is performed for the general public. Multiple shows are also performed at the SD State Fair in Huron. Camp is held in Aberdeen at Northern State University.

Cloverbud Guidelines

Age: 5 – 7 (as of Jan 1st of Current 4-H year)

Club: The Cloverbuds should have the opportunity to be contributing members of the club and work with the older members. Cloverbud members may not be ready for the organized club agenda (Parliamentary Procedure). Some club activities may be inappropriate for this age and a simpler activity should be provided. Cloverbuds should not hold official positions in the club (President, VP, Secretary, Treasurer, and Reporter). Cloverbuds do count towards the 5 member requirement.

County: The focus for the Cloverbuds is participation and not achievement on all levels. Cloverbuds may participate at the County Fair with non-livestock projects only. Cloverbuds are not permitted to exhibit animals. A special Cloverbud 'judge' will be available and Cloverbuds will give a "show and tell" session on their projects to the judge. There will be no ribbon placing and the Cloverbud is not in competition. The Cloverbud will get to choose a ribbon of their color choice and the Cloverbud's project will be displayed, along with the other club exhibits, at the fair.

State: Because the emphasis of the Cloverbud program is participation and not achievement, there are currently no provisions for Cloverbud participation at state events.

Registration & Insurance: Cloverbuds must fill out an enrollment form and pay \$1.50 for insurance. They do not pay the member fees.

Projects: Cloverbud members do not sign up for the traditional projects. The emphasis should be on topic areas. Cloverbuds are not allowed to participate in any animal projects or sell in the livestock sale. They may be allowed in open (non 4-H) classes but because of State Guidelines and insurance purposes they are not permitted to show animals.

Medal Eligibility: Because Cloverbuds are not enrolled in traditional project areas they do not qualify for medals, awards and trips. The time spent as a Cloverbud does not count towards the 'years enrolled'. When the Cloverbud turns 8 as of Jan 1st they may be a 4-H member and must follow all of the regular requirements as a 4-H member.

Code of Conduct and Behavior Expectations

The South Dakota 4-H Program expects youth members and participants to behave in an acceptable manner at all events and activities in accordance with the South Dakota 4-H Behavioral Expectations and the Code of Conduct Policy.

Behavioral Expectations: The South Dakota 4-H Program is designed to provide youth of all ages with a positive environment in which to learn and grow. It also provides opportunities for children and youth to build positive traits of character. The SD 4-H Program supports the CHARACTER COUNTS! program and the six pillars of character: Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship. To assure that all youth have equal access to positive learning environments, SD 4-H members, staff, and volunteers agree to abide by these expectations of behavior:

- **I will be trustworthy.** I will be worthy of trust, honor, and confidence. I will be a good role model by doing the right thing at all times. I will be honest in all of my activities. I will be on time for all scheduled events and will attend all of the planned activities. If I am not feeling well or have a schedule conflict, I will inform my chaperone or a person in charge of the event before the activity starts. I will be in the assigned area (e.g., club meeting room, building, dorm, etc.) at all times. The South Dakota 4-H Program will not permit dishonesty such as lying or cheating.

- **I will be respectful.** I will show respect, courtesy, and consideration to everyone, including myself, other participants, and those in authority. I will act and speak respectfully. I will treat meeting rooms, lodging areas, personal property, and transportation vehicles with respect. I will follow all published dress code guidelines for the event and/or activity. I will respect the personal space and choices of other participants and will not participate in inappropriate displays of affection or physical contact. I will not use vulgar or abusive language, cause physical or emotional harm, or create a feeling of fear amongst other participants.

- **I will be responsible.** I will be responsible and accountable for my choices and my actions towards myself and other people. I will follow all rules and guidelines established for the activity or event. I will follow the verbal instructions issued by Extension staff, chaperones, and/or adult volunteers. I will abide by the established program curfew. I will be responsible for any damage, theft, or misconduct that I am involved in or cause.

- **I will be fair.** I will participate in events fairly by following the rules, not taking advantage of others, and not asking for special help or favors.

- **I will be caring.** I will be caring in my relationship with others. I will be kind and show compassion for others. I will treat others the way I want to be treated. I will show appreciation for the efforts of others. I will include all participants in activities and will try to help everyone be involved in the scheduled activities.

- **I will be a good citizen.** I will be a contributing and law-abiding citizen. I will be respectful to the environment. I will not use illegal substances such as tobacco, alcohol, or drugs or be involved in the use or possession of weapons or fireworks. If I am found to have any of these items with me or if I have taken any illegal substances, notification of law enforcement will be conducted by adult staff/volunteers.

Code of Conduct Policy: If I do not abide by the items named in the Behavioral Expectations, I will experience the following consequences in the order listed:

1. The loss of rights and privileges at the event.
2. Being dismissed from the event or activity. Notification of my parents/guardians will occur and I will be sent home at my own expense prior to the conclusion of the activity.
3. The possible forfeiture of future participation in statewide and out-of-state events as well as forfeiture of future awards and premiums at the county level for a period of time up to one year. If this step is considered, input and determination will be made by event staff, county staff, state staff, and the parents/guardians of the involved 4-H member(s).

Ten Commandments for 4-H Parents

Doing the right thing as parents isn't always easy, however, the following list can act as a guide when it comes to teaching youngsters about responsibilities of preparing for and exhibiting at 4-H Achievement Days.

- 1. Parents shall not feed, train and care for animals nor complete exhibits, for we are trying to teach the child responsibility.*
- 2. Parents shall forgive a child for making mistakes, for we have also made mistakes.*
- 3. Parents shall not get mad when a child forgets things, for one day we may forget more important things.*
- 4. Parents shall support the staff and volunteers, for they are doing a job you wouldn't want to do.*
- 5. Parents shall see that their child is on time for all events for you would not want to wait on others.*
- 6. Parents shall teach the child that winning a ribbon is a desirable goal, but making friends and learning new things are more worthy goals.*
- 7. Parents shall not complain about the judge, for it is their opinion that has been sought.*
- 8. Parents shall remember 4-H projects are teaching projects, not necessarily money making projects.*
- 9. Parents shall remember 4-H projects are family projects to be enjoyed and supported by the entire family.*
- 10. Parents shall remember, we help all children by setting the best example we can.*

W1 FEU Newsletter – August 2009