4-H Calendar of Events

August
4  Elk County 4-H Council Meeting -- 6:30 p.m.
15  Kansas Junior Livestock Show Entries Due
21 - 22  Livestock Sweepstakes -- KSU

September
8  Kansas State Fair Exhibits Due to Extension Office by 8:00 a.m.
10-19  Kansas State Fair -- Hutchinson
22  Record Books, Achievement Pin Applications, Excellence Award Applications, Club Summary Reports and Officer Notebooks Due

October
1  Beginning of New 4-H Year
1-3  Kansas Junior Livestock Show -- Hutchinson
3-9  National 4-H Week
9-10  48 Hours of 4-H

County Fair Wrap Up

A big thank you to everyone that helped out at the fair! Without everyone’s efforts, the fair would not be possible. Now that the fair is over, and school is starting, attention turns to record books. Included in this newsletter is all kinds of information about completing your records and applying for awards. We are utilizing a new records system this year, so make sure you are completing the correct forms. Try to put the 4-H fair in perspective. It is only one part of the total 4-H learning experience. Serving as an officer or on a committee, giving a talk or demonstration, going to a project meeting or workshop, completing record sheets and going to a camp or other 4-H event are few of the hundreds of experiences a 4-Her learns from throughout the year.

Kansas Junior Livestock Show Entries are due August 15. Here is the link to the online entry process: http://www.kjls.net/
4-H Council

4-H Council will meet on Wednesday, August 4, 6:30 p.m. at the Extension Meeting Room in Howard.

Livestock Buyer Thank You’s

For those of you in the market livestock projects, many of the sale folders will be available by the end of this week or next week. Folders will include buyer ribbons and a thank you list as well as a base bid check if you have one. Only donors that donated a set amount of money receive a buyer’s ribbon.

Once you turn in your record book, you will receive your premium sale check. Record book forms have changed this year so refer to the article about record books later in this newsletter. In order to receive your premium sale check, members must turn in at a minimum of the livestock record(s) for the animal(s) that they sold in the premium sale as well as a permanent record and personal information page.

Once again, we had a tremendously successful premium sale this year. We are very fortunate in Elk County to have such a good sale. It is essential that members thank the donors, buyers and supporters of the 4-H program.

Kansas State Fair

Earlier this week I emailed out a list of items that are eligible to be entered in the Kansas State Fair. If you want to enter, please let me know by August 6!!

Those that enter the Kansas State Fair will be mailed information about their exhibit(s). The schedule for the Kansas State Fair has changed some this year. Exhibits that I will be taking to the state fair must be at the Extension Office by 8:00 a.m. on WEDNESDAY, SEPTEMBER 8.

If you wish to take your own exhibit(s) to the fair, please let me know because there are entry cards that must be placed on each exhibit. These are only available at the Extension Office. They will be placed on the exhibit when you bring them to the Extension Office.

4-H Record Books

Starting this year, Elk County is using the state system to make record keeping a more consistent and uniform system between all counties/districts and for recognition at the area and state level. To help you through this process, please refer to the Guide to Kansas 4-H Project Recognition.

We will still have the Excellence in Project Achievement Award for members to try for. Members may choose to complete one or more project record report forms. Excellence awards may be awarded to Juniors (members age 7-9); Intermediates (members age 10-13); and Seniors (members 14 and older). Age is based on January 1 of the current year. County Champions will be selected in the Senior Age Division (14 and older) and in the Junior Age Division (Age 13 and under). Seniors are the only ones that are eligible to compete at the area level judging.

For Market Livestock exhibitors that went through the premium sale in order to receive your premium sale check, members must turn in at a minimum of the livestock record(s) for the animal(s) that they sold in the premium sale as well as a permanent record and personal information page. For example, if you sold a goat and a hog in the premium sale, at a minimum you must turn in a market hog record and market goat record as well as the personal information page and permanent record to receive your check.

All forms and other information are located on the website at:
When record books are handed in, they should be arranged in the following order:

1. **Achievement Pin Application** - (If you are applying for one.)

2. **Excellence in Project Achievement Award Check Sheet(s)** - (If you are applying for any.)

3. **Personal Information Page** -- Should be current year's Personal Information Page; be sure to include a picture of yourself.

4. **General 4-H Story** -- Not to exceed six pages, double-spaced on one side.

5. **Permanent Record** -- A well completed Permanent Record should reflect growth of the project. Size of the project does not mean exhibits at the fair, it means number of animals, articles made, pictures taken, books read, etc.

6. **Current year's project report forms** -- Complete per the instructions on the project report forms.

**DIVIDERS:** Use tab dividers to make projects easy to find.

**Things to Remember:**

- Your records are the only impression of you the judge has.
- Tell everything about your project--don’t take anything for granted.
- Be neat.
- Be accurate.
- Be sure to get all signatures. If you don’t have a project leader, your parents may sign as your leader.
- Fill in the blanks--even if it is with none or N/A.
- Add another page if you need more room on Permanent Record. Extra pages can be copied or picked up at the Extension Office.
- Be sure to always fill out your own book.
- Do not include newspaper clippings, ribbons, awards or things like this in your record book. These go in a scrapbook or shoebox.
- **Pencil, pen, or type?** Whatever the 4-H’er feels comfortable with as long as the 4-H’er completes their own records. Be consistent with whatever you do. If you print or write, use blue or black ink, or type, try to do the same for all of your records.
- **DO NOT ADD MORE PICTURES THAN WHAT IS ASKED FOR OR REQUIRED!!!**
- Follow directions on assembly order, number of picture pages and information requested on the records.
- On Project Report Forms, extra pages or pictures cannot be added. Only use the spaces that are allowed on each page.

**General 4-H Story:**

Your General 4-H story is an important part of your records. It should focus on how the total 4-H year impacted you and your family. Tell about experiences you have had this 4-H year; good and bad and what these experiences meant to you. Do not just tell what ribbons or awards you received. You can include these, but talk about your experiences, growth, and development.

The following outline may help you in developing your story. **Do not use** numbers or asterisks to outline your story when writing it.

- **Introduction:** Include your age, interests, parents, brother and sisters, where you live, where you go to school, and for first year members why you joined 4-H.
- **Project Information:** Tell about your projects -- things you learned, whether your project grew in size and scope, successes and failures, experiences and 4-H events participated in i.e. 4-H Club Days, Livestock Judging, Spring Livestock Shows, etc. Can also tell if you served as any officers on the club or county level, or other leadership roles, and other 4-H events participated in.
- **Future plans:** Tell how you have benefited from 4-H participation and what are some future plans you have.
I know this is a new system for everyone this year. If you have any questions, please ask!!

Summary of Achievement Awards Due 9-22-21

- 4-H Record Book
  - Achievement Pin Applications
  - Excellence in Project Achievement Awards
- Club Summary Reports
- Officer Notebooks
  - Secretary
    - Original Notes Taken
    - Minutes of Meeting
    - List of Members/Roll Call
    - List of Committees
    - List of Leaders
  - Treasurer
    - Monthly Record of Club Finances
    - Club Budget
    - Yearly Summary of Club Finances
    - Monthly Bank Statements
    - Receipts
  - Reporter
    - Monthly Meeting Reports
      - Include what you wrote for the paper
      - Include original article that appeared in paper.
    - Other stories written
  - Historian

Excellence in Project Achievement Awards

Community club leaders and the 4-H’er will determine if the Excellence in Project Achievement Award should be awarded. The record book should still be turned into the club leader by the 4-H’er. The form has been updated this year to a check sheet. Your record book should include the completed Personal Information Page, General 4-H Story, Permanent Record, and the age-appropriate Project Report Form for the project you are applying for to receive the Excellence Award. INFORMATION IN THE PROJECT REPORT FORM, GENERAL 4-H STORY, AND/OR PERMANENT RECORD should answer the questions.

Members basically decide how many projects they want to be recognized in by completing the requirements on however many projects they want to. Only members receiving the Excellence in Project Achievement Awards will be eligible for county project champion.

Excellence Award check sheets and record books are due in the Extension Office Wednesday, September 22. Also due September 22 are achievement pin applications, key award applications, club summary reports, and officer notebooks.

The Excellence forms are available at the Extension Office or on the website. Applications need to be completed according to the directions listed on them. Listed by each requirement is where the information should be found in your record book to verify you met that particular requirement.

From the Excellence in Project Achievement Award winners in a project, a county champion may be selected, if the quality merits.

The Excellence in Project Achievement Awards that may be awarded at 4-H Achievement Banquet are as follows:

- Beef
- Bucket Calf
- Buymanship
- Citizenship
- Clothing & Textiles
- Communications
- Dairy Cattle
- Dairy Goats
- Dog Care & Training
- Energy Management
- Entomology
- Exploring 4-H
- Fiber Arts
Club Officer Elections

The September club meeting is the time for clubs to elect officers for the new 4-H year. Electing officers can be a very educational process for both young and old members. Here are a few suggestions I have for your club in electing officers.

- Talk to members about the election process and why we use it in a democracy.
- I strongly suggest that clubs use a nominating committee and prepare a ballot. Allow write-ins and let the 4-H’ers vote by written ballot.
- Allow the group to see the total nominating committee’s report before taking nominations.
- New members probably should not be eligible to be elected to offices.
- Candidates should be introduced or allowed to introduce themselves with a very brief campaign “speech” before balloting.
- Numbering the candidates may allow very young members to vote without assistance.

Writing a number instead of a candidate’s name may be easier for younger members.
- A member does not have to be present to be elected. However, an effective officer must be someone that does have a good attendance and club participation record.
- Every leader, nominating committee member and current officer should review the club bylaws and be familiar with them before elections.
Record Book Check Sheet

Below is a list of items to consider when completing your record book. These are items that you may want to include somewhere in your record book.

**General Items**

- Personal Information Page complete with picture
- Personal Information Page signed
- Permanent Record up to date
- General 4-H Story completed
- Applied for achievement pin or other county awards
- Achievement Pin application signed
- Excellence in Project Achievement Awards completed and signed
- Record book assembled in correct order

**Activities**

- Held office in 4-H Club
- Held office in 4-H Council
- Participated in Elk County Teen Leaders
- Worked on a club committee
- Attended a majority of club meetings
- Gave a project talk, demonstration or other program to 4-H Club or project meeting
- Participated in model meeting and/or gavel games or other club presentation for county 4-H Club Day.
- Made individual presentation at county 4-H Club Day
- Made a presentation to a non 4-H group about 4-H
- Participated in club tour
- Attended 4-H Sunday with your club
- Participated with club exchange meeting
- Helped with club community service project
- Attended county 4-H Achievement Banquet
- Assisted with Fair cleanup
- Make presentation to non 4-H group
- Exhibited at county fair
- Assisted at the county fair
- Attended 4-H Camp, Leadership Forum, Discovery Days, Citizenship in Action and/or other similar events
- Participated in judging contest or school
- Participated in a Southeast District or Area Judging Contest or School
- Participated at Regional 4-H Club Day
- Exhibited at Kansas State Fair or National Jr Livestock Show
- Exhibited at Spring Livestock Shows
- Exhibited or plan to exhibit at Kansas Junior Livestock Show
- Receive recognition at 4-H Achievement Banquet
- Serve as a counselor at 4-H Camp
- Submit a KAP to area KAP screening