

Chautauqua County 4-H News

September 2025

Rolling Prairie Extension District - Sedan Office
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K-STATE
Research and Extension



4-H Calendar of Events

September

1	Labor Day -- Extension Offices Closed
3	Static Exhibits for Kansas State Fair Due to Extension Office
4	Kansas State Fair Exhibits to Hutchinson
5-14	Kansas State Fair -- Hutchinson
19	Record Books and Pin Applications Due

October

1	Beginning of New 4-H Year
3-5	Kansas Junior Livestock Show
5-11	National 4-H Week
8	4-H Council and Club Officers Training
11-12	48 Hours of 4-H

November

1	Annual Financial Review Reports Due
8	4-H Achievement Banquet -- 12 NOON

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## State Fair Exhibits Due to Office

Members are to have all static exhibits and the completed paperwork and forms to the Extension Office **by 4:00 p.m. on Wednesday, September 3!** Richard will be taking them to the State Fair on Thursday, September 4.

If you have questions about preparing your exhibits or forms and paperwork needed, contact the Extension Office.

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Changes in the Sedan Office

Best Wishes, Jenny! We'll Miss You!

I think most of you know that Jenny McDaniel has stepped over the line (county line, that is) to be a 4-H Agent in the Wildcat District at Montgomery County. Jenny was in Chautauqua County for twelve years. During that time, she gave her all in every capacity. She became a Family and Community Wellness Agent to help those in communities within the Rolling Prairie Extension District; a 4-H Agent to help our county 4-H programs; and District Director, which oversaw programs in both Elk and Chautauqua Counties. Jenny's first love is her family, second is 4-H. As the girls, Tiffany and Alissa, get older, it made sense to work smarter, not harder (as we all learn in 4-H) and move to a district where she could focus on just 4-H and have more time with her family. Best of luck, Jenny. You will be greatly missed!

A new Office Professional was hired in Sedan. Zoe Smylie is the person that will answer the phone when you call and greet you when you come to the office. Zoe is quickly getting up to speed and will be a great asset to the Rolling Prairie Extension District.

Linda will be a program assistant in the Extension District effective September 1. So you may see her around teaching Stay Strong, Stay Healthy classes and a few other things in the District.

4-H Record Books

4-H Record Books and Achievement Pin Applications are due FRIDAY, September 19!

All forms and other information are located on the website at:

<https://www.rollingprairie.k-state.edu/cq4-h/awards/>

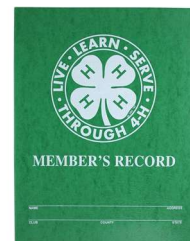
When record books are handed in, they should be arranged in the following order:

1. **Achievement Pin Application** - (If you are applying for one). If not sure which pin you are eligible to apply for, contact the Extension Office.
2. **Check Sheet** - Used to verify that all information is included and complete.
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.
- ✓ Add another page if you need more room on Permanent Record.
- ✓ 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!!!**
- ✓ 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.

Other General Comments about Project Record Forms:

- Read the requirements for Achievement Pin applications and make sure what you are checking actually applies!!
- Spelling, spelling, check it!!
- Achievement Pin applications are for 4-H activities completed during the current 4-H years. (Exceptions are marked with **; these may have been completed in previous years. Date must be noted.) ***You cannot use events or activities more than one time on pin applications.***
- Signatures on pin applications and others. Don't wait until last minute to get signatures.
- If requirements are checked and no information is provided to verify it in the particular section of the project form or record book, credit WILL NOT be given.

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.

If you have any questions, please ask!!

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## ZBooks Online 4-H Record Keeping

Record keeping and Project Reporting are valuable skills taught to members of the Kansas 4-H program. Members are encouraged to keep a permanent record of all 4-H and non-4-H experience and are encouraged to summarize their project experiences on the Kansas 4-H Project Report Form for project recognition.

To help you through this process, please refer to the [Guide to Kansas 4-H Project Recognition](#). A couple of items to make note of:

- Youth may choose to use either record keeping option: a.) the fillable PDF Project report forms or b.) the online ZBooks software
- The Permanent Record is included in ZBooks. If you choose to keep records with ZBooks, do not feel like you have to transfer over all of your previous years' activities into the online Permanent Record. Start with this year and attach it to your previous document.

## ZBOOK RESOURCES

To access the online record books, please visit [ZBooks here](#)

These help links will get you started, as will the video tutorials below:

- [Account Registration Instructions](#)
  - [Creating Member Profiles](#)
  - [Creating a New Project Report](#)
  - [How to Download/Submit a Project Report Form and/or Permanent Record](#)
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## Achievement Pins

The Achievement Pins are based on activities participated in during the 4-H year and leadership activities the members had. The focus of achievement pins for each year moves from local club work for beginning awards to county, regional and state activities for more experienced members. Once again, members must apply and meet requirements in order to receive these pins.



Refer to the enclosed page with more information about Achievement Pin applications. Contact the Extension Office if you are not sure which pin you should be applying for.

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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.

Election of officers should not be a popularity contest. Members need to be reminded to elect the individual(s) that will do the best job for each office.

- ✓ 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.
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4HOnline Enrollment

4HOnline will be closed starting September 19 to complete end of the year reporting. It will re-open October 1 at 8:00 a.m.

Enrollment fees will be paid for members that sell mums as the 4-H Council fundraiser and help setup for the Achievement Banquet.

Members must be 7 years of age by January 1, 2026 to enroll in 4-H!

Enrollment deadline for exhibiting at the 2026 Chautauqua County Fair is February 1, 2026 and the project drop/add deadline is May 1, 2026.

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## National 4-H Week

October 5 - 11 is National 4-H Week. This is a time to promote 4-H, encourage membership, celebrate the completion of a successful 4-H year and make plans and set goals for the new 4-H year.

It is recommended that all clubs do something to promote 4-H during this week. Let us know what you are doing and where. If we can provide assistance, let us know.

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48 Hours of 4-H

October 11 - 12 has been designated this year for the 48 Hours of 4-H. The weekend after National 4-H Week is the perfect opportunity to setup a service project to give back to our communities that have been so supportive.

For more information and to report your activities go to: <http://www.kansas4-h.org/events-activities/conferences-events/48-hours-of-4-h/index.html>.

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## Kansas Youth Leadership Forum

**What:** Build your leadership skills and potential through workshops, consulting groups, inspirational speakers and more. In addition, the 2024 State 4-H Youth Leadership Council will be elected and up to six National 4-H Conference delegates will be selected through an interview process at KYLF.

**When:** November 22 - 23, 2025

**Where:** Rock Springs 4-H Center

**Who:** Youth 14-18 years of age before January 1, 2025

**Registration Deadline - October 15.**

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4-H Council and Club Officers Training

4-H Council will meet **Wednesday, October 8 at the Courthouse in Sedan at 6:30 p.m.** This will be the new 4-H year organizational meeting for 4-H Council. Clubs should have their new council representatives attend this meeting.

The agenda items include:

- ✓ Election of Officers
- ✓ Meeting Dates -- months and days
- ✓ Achievement Banquet
- ✓ Other New Business

Following the 4-H Council meeting, a club officers training will be held. All club officers are encouraged to attend!

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## 4-H Council Fundraiser

This year for a fundraiser, the Chautauqua County 4-H Council at the August meeting decided to sell mums. The BINGO fundraiser will not be done this year.

Watch the Chautauqua County 4-H Facebook page for more information later in September!

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2025 Fair Superintendents

A huge **THANK YOU** to everyone who was a Fair Superintendent at the Chautauqua County Fair! Also, a special thanks to those who pitched in and helped when we were short handed. Thanks to you we had a smooth running fair that was fun for everyone! Be sure to thank those that helped.

Beef

Sonny Williams
Chad Carter
Clara Stone, Junior
Kendal Long, Junior

Bucket Calf

Chelsea Dickens
Cheyenne Stone
Adalyn Leonard, Junior
Lakyn Sutton, Junior

Goats

Samantha Ferencik
Lindsey Carter
Payton Carter, Junior
Jourdyn Mashburn, Junior

Sheep

Lana Williams
Franny McCoy
Levi Goode, Junior
Reece Willhite, Junior

Swine

Tammy Smith
Brock McCoy
Lexi Williams, Junior
Paisley Carter, Junior

Rabbits & Poultry

Crystal Wade
Raquel Smith, Junior
Clara Buthe, Junior

Horses

Dani Riggs
Robyn Sutton
Johnny Sproul, Junior
Haidyn Leonard, Junior

Environmental & Plant Sciences

Kayla Stong
Nathan Newberry, Junior

Foods & Nutrition

Rachel Newberry
Rebecca Kunath
Tiffany McDaniel, Junior
Rebel Smith, Junior

Color Guard

Mallory Darnell, Junior
Hailey Kunath, Junior

Photography

Stacy Cornstubble
Oakley Linden, Junior
Hunter Brown, Junior

Sewing & Textile Design

Amanda Bierle
Georgia Wade, Junior

Visual Arts

Freda Speer
Kendra Leonard
Addeson Stong, Junior

Barnyard Olympics

Rory Walker
Ashley Kunath
Oakley Carter, Junior
Kaden McCoy, Junior

Cloverbud Adventure

Robyn Sutton
Tripp Williams, Junior
Landree Alcorn, Junior



Kansas 4-H Member Recognition

Guidelines to Member Achievement Pins

Kansas 4-H Member Achievement pins are designed to recognize 4-H members as they reach milestones throughout their 4-H journey. The pins are awarded in a series. As a member's 4-H journey progresses, the achievement pin requirements expand to challenge individuals to explore and engage in more opportunities to develop life skills. The following guidelines are to be used statewide in all local Extension Units. This ensures consistency and maintains the integrity of the recognition.

1. 4-H members are allowed to receive only 1 Member Achievement Pin per year.
2. 4-H members may not earn the same pin more than once throughout their 4-H career.
3. 4-H members may start with any pin but may not move backwards. Pins are intended to be completed in sequential order. For example, if a young person joins 4-H for the first time as a 15-year-old, they may choose which pin to start with, and must advance from that point. 4-H'ers may choose to skip a pin but are not allowed to move backwards.
4. The application will represent the 4-H experience of the current 4-H year, unless specifically noted on the application.
5. 4-H members may engage through in-person, hybrid, virtual, and distance learning opportunities to meet the requirements listed on each award application.
6. 4-H members needing an accommodation should make a request as outlined in Kansas 4-H Policy.
7. Pin applications must be signed by:
 - a. 4-H member
 - b. Parent/Guardian
 - c. 4-H Club Leader

*Independent Members will have their Mentor sign in place of a Club Leader.
8. Written feedback is an important part of educational experience. A sample template is provided to maximize encouraging feedback with a growth mindset.
9. Local Units may choose to provide additional recognition opportunities but may not modify the Member Achievement Pin system as outlined.
10. Each local Extension Unit should develop a method to track and record Member Achievement Pins awarded. Kansas 4-H recommends utilizing 4HOnline for this purpose.
11. Local Units should have a standing Awards & Recognition committee to review, select, and award Member Achievement Pins.