**BASTROP COUNTY**

**4-H Handbook**

Revised March 28, 2017

**Texas A&M AgriLife Extension Service**

**Bastrop County Office**



Persons with disabilities who plan to attend meetings or functions, who may need auxiliary aids or services are requested to contact the Extension Service of Bastrop County at (512) 581-7186 two days prior to the event so that appropriate arrangements can be made.

The members of Texas A&M Agrilife wil provide equal opportunities in programs and activities, education and employment to all persons regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity and will strive to achieve full and equal employment opportunity throughout Texas A&M Agrilife.

**Texas A&M AgriLife Extension Service- Bastrop County Staff**

County Extension Agent-4-H & Youth Development-April F. Kuck

County Extension Agent- Ag & Natural Resources-Rachel A. Bauer

County Extension Agent- Family & Consumer Sciences-Hillary Long

Support Staff-Amber Wittenborn and Gladys Y. Ward

**Mailing Address Physical Address:**

P.O. Box 650 901 Pecan Street

Bastrop, Texas 78602 Bastrop, Texas 78602

 Fax(512) 581-7187

**Bastrop County Commissioners Court**

County Judge....................Paul Pape

Commissioner, Precinct 1 ....Mel Hamner

Commissioner, Precinct 2 ....Clara Beckett

Commissioner, Precinct 3 ....Mark Meuth

Commissioner, Precinct 4 ....Bubba Snowden

**Helpful 4-H Web Sites**

Texas 4-H Home Page - <http://texas4-H.tamu.edu>

Connect to all state information, youth and leader enrollment, events, activities, publications, resources, 4-H Calendar, etc.

Texas 4-H Center Home Page - <http://texas4h-ctr.tamu.edu>

Information about the Center and programs offered, online T-shirt Shop, etc.

National 4-H Headquarters - <http://www.4h-usa.org>

National 4-H Supply - <http://www.4-Hmallorg>

Bastrop County Extension Home Page-<http://bastrop-tx.tamu.edu>

**4-H HISTORY**

4-H is the youth development program of Texas A&M AgriLife Extension Service, a part of the Texas A&M University System. 4-H's partners include the United States Department of Agriculture and local county governments. The purpose of the 4-H program is to provide opportunities for young people to become productive and contributing members of society through learn by doing projects. 4-H began in 1908 when Tom Marks of Jack County, Texas, organized the first Boy's Corn Club. Girls were enrolled in Tomato Clubs in 1912 in Milam County, Texas, with Mrs. Edna Trigg as the first home demonstration agent. The two clubs combined in 1914 with development of the Extension Service, and became 4-H. From its humble beginnings, 4-H has grown to become the largest youth organization in the nation.

**Bastrop County 4-H Policy Handbook**

**Revised 2017**

**Objective:** To outline the many opportunities open to youth and adults in the Bastrop County 4-H Program. Moreover, this policy handbook also reveals policies that govern the Bastrop County 4-H Program. Participation in Bastrop County 4-H is open to anyone regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity.

**4-H MEMBER ELIGIBILITY REQUIREMENTS**

In Texas, 4-H is classified as an extra-curricular activity by public schools. The State of Texas requires that all youth who wish to participate in extra-curricular activities be eligible in accordance with Texas Education Code - No pass No play guidelines.

Any youth who are between the ages of nine (9) or eight (8) and in the third grade and nineteen (19) or not have graduated high school on August 31 may participate in 4-H. Clover Kids are youth in kindergarten, first grade and second grade, and may not participate in competitive events, contests, livestock shows or leadership camps. Clover Kids must complete and turn in an enrollment form and pay for insurance. This will allow them to participate, but not compete in educational experiences.

4-H members must be enrolled in a 4-H club and complete one or more 4-H projects per year. “Membership cannot be held simultaneously in more than one county or state, but membership may change with residence, as long as the member competes in a given project in only one county or state.

*Exception*: If it is more convenient, desirable or logical for a 4-H member or Clover Kid to belong to 4-H in an adjacent county, he/she may do so if both agents involved agree. This agreement has to be in writing using the Texas 4-H Transfer form In addition, crossing county lines requires either changing all membership from the home to the host county or participating in the project in the host county but representing the home county in events and activities.” Texas 4-H and Youth Development Rules and Guidelines.

In order to participate in any 4-H activity or show, a child must become a 4-H member by completing 4-H Enrollment on 4-H Connect and attending ½ or fifty percent (50%) of the club meetings or show just reason for their inability to meet the requirement in the form of a letter from parents or guardian that is approved through the club manager. 4-H Club Managers have the responsibility to report to the Texas A&M AgriLife Extension Service staff those 4-H members that do not meet the requirements and provide agents with documentation. 4-H Project Leaders and Club Managers must be registered as official 4-H Leaders by completing the online Leader Enrollment on 4-H Connect. All volunteers working directly with youth will need to comply with Youth Protection Standards

**4-H Volunteer Screening:** Based on concerns for the safety of youth involved in all Extension programs and current societal expectations of volunteer management of youth programs, completing the entire online Texas 4-H Volunteer Leader Registration document **is required** for all volunteers working directly with 4-H and youth. Attendance records will be kept and reported to the Bastrop County Extension office by 4-H Club Managers or 4-H Project Group Leaders after each meeting.

**4-H members must adhere to all deadlines for 4-H events and activities**.  *Deadlines are a 4-H member’s and parent’s responsibility. This includes deadlines for the 4-H Connect System.* If a deadline is missed, the 4-H member or volunteer is subject to miss that event.

**ROLE OF 4-H VOLUNTEERS**

4-H is a non-formal educational program delivered by volunteers who are trained and supervised by county Extension agents. A 4-H volunteer leader is a person who is responsible for a group, activity or event, and the members and/or other volunteers involved. It is the responsibility of the 4-H volunteer to carry out the assigned position responsibilities that he or she has accepted. 4-H volunteers are expected to conduct themselves as good examples for youth in both public and private life. This includes appropriate dress, correct use of language and moral conduct in accordance with the generally recognized standards of our society. It should be understood by the volunteers that they are expected to participate in learning, training and teaching opportunities provided for them by the Extension Service.

**THE COUNTY 4-H COUNCIL**

The County 4-H Council is a committee elected by the 4-H clubs of the county and is responsible to them and to the County Extension Agents who serve as their advisors.

The County 4-H Council:

-offers an opportunity for the exchange of ideas between clubs.

-strengthens 4-H club work in the county through involving 4-H club members in helping plan county events and the club’s participation in them.

-demonstrates how to be a democratic representative and how to do specific jobs.

-provides an opportunity for young people to get to know and work with Extension Agents.

-provides an opportunity to introduce new ideas, projects, and proposals and explore club members’ interest in them.

-provides an opportunity for young people to work together on countywide community service projects.

Voting membership includes the president and two elected delegates from each club. Elected alternates may vote in the absence of delegates for each club. (A total of three votes per club). A voting delegate may only represent one club and have one vote at County Council meetings.

**4-H CLUB OFFICER POLICY**

The policy governing 4-H club officers will be set by each individual club in their by-laws. Officer responsibilities can be reviewed by requesting a copy of the club by-laws from either the 4-H club manager or the Bastrop County Extension Office.

**District/State Contest and Event Registration on 4-H Connect**

The Bastrop 4-H Council partially pays for some State Contests and events (please check policy handbook for those events). The Council will continue to pay their share of these events; however, the office has a reimbursement policy for bookkeeping purposes. After the participant has attended the activity or event, please bring the 4-H Connect or other 4-H system registration receipt and proof the member participated in the event to the office and you will be reimbursed for the amount 4-H Council pays for that specific event. Please call the office and allow one week for reimbursement. Registration deadlines are a 4 -H member’s and parent’s responsibility.

**MEETINGS**

The Council shall meet at least five times per year with the meetings scheduled on the First Tuesday of September, October, December, February, and April.

**COUNTY EQUIPMENT**

The equipment belonging to Bastrop County 4-H Council may only be **signed out** and used by 4-H club members, Texas Extension Education Association Clubs, Texas A&M AgriLife Extension staff and to whomever permission is granted by the Extension staff of Bastrop County. When checking out 4-H equipment**,** you are responsible for the care of the equipment and for returning it to the Extension Office on date specified on sign out sheet. Equipment is checked out on a first-come, first-served basis, so make your reservation early. A deposit is required when checking out equipment. The deposit will be returned to you if the equipment is returned undamaged after being checked by an Extension Agent.

**COUNTY AWARDS-Further criteria and applications for awards are available at the Bastrop County 4-H Website or from the Bastrop County Extension Office.**

YEAR PINS - A year pin checklist must be submitted to determine whether a Bronze, Silver, or Gold Pin will be awarded. To be eligible for a pin, members must attend fifty percent (50%) of their club meetings after they join or for the entire year. Club managers' signatures are required.

PROJECT PINS - To be eligible for a Pin, members must submit a completed record book and attend fifty percent (50%) of their club meetings. Upon request, a 4-H member may substitute a project pin in a secondary project, if properly documented in the 4-H Recordbook. (1 project pin per year)

DISTRICT & STATE WINNERS - All 4-H members winning 1st place at District Contests and 1st, 2nd or 3rd place at the State level in various 4-H contests will be given an award at the 4-H Awards Banquet. Animal related (livestock, rabbit and dog) shows are not eligible for this award.

4-H Jackets - 4-H members placing first at District or State level contest will have the opportunity to receive a County 4-H jacket. The Council will pay 100% of the cost of the 4-H Jacket. Each 4-H'er is allowed one jacket as a Junior or Intermediate 4-H member and one jacket as a senior 4-H member (for a maximum of two jackets in a 4-H member’s career). Jackets will be uniform consisting of the same color scheme and style.

**Bastrop County 4-H members who are elected to a District or State 4-H office or committee will receive an award for their leadership roles.** *It is the responsibility of the District and/or State winner to notify the Extension office of their award so that jackets or awards can be ordered.* Please notify the office on or before July 1.

GOLD STAR - The Gold Star Award is the highest county achievement award and intended to be received only once in a member’s 4-H career. The award will be presented to the most deserving young people without regard to sex. The following are minimum requirements that must be met.

**Criteria For Selection:**

-At least fifteen years of age as of August 31 of the current year.

-Completed at least three years in 4-H including the current year.

-Submit record book in the year to be considered for the Gold Star Award, and the previous year.

-The 4-H member must have completed projects in three different project areas, including submission of appropriate record forms, via record book.

**Participated in one or more activities in at least three of the following areas:** \*Method Demonstration \*Projects \*Project exhibits \*Camps \*Leadership Labs \*Citizenship \*Public Relations \*Community Service \*Other

Exhibited leadership skills by having served as a 4-H officer or committee chairman at some level of 4-H organization (club, county, district or state), and/or having served as a junior or teen leader in an activity or project with, or under the supervision of, an adult volunteer leader.

**Participated in one or more community service activities.**

SILVER STAR -This award will be presented to the senior age 4-H member that excels in their work, who is involved in at least three different project areas, but does not have as much leadership and community service experience as the Gold Star recipients. Winners’ scores will be determined by application, record book and interview. Application should be submitted with record book on the date announced by the Extension office in the newsletter.

BRONZE STAR AWARD- This award will be presented to the Intermediate age 4-H member that excels in their work, who is involved in at least two different project areas, and exhibits exemplary leadership and community service experience. Winners’ scores will be determined by application, record book and interview. Application should be submitted with record book on the date announced by the Extension office in the newsletter.

I DARE YOU – This award is offered as recognition of excellence in character, well balanced personal development, as well as demonstrated qualities of constructive leadership. To be eligible, the 4-H member must be at least 14 as of August 31st of the current year, complete three years in 4-H and submit completed 4-H record book with application on the date announced by the Extension office. Winner will be determined by application, record book and interview.

OUTSTANDING COUNTY JUNIOR AND INTERMEDIATE 4-H MEMBERS - The selection of these awards will be based on the completed 4-H Recordbook that is submitted. **Two Juniors and two Intermediates will be selected**. To be eligible, 4-H members must carry two or more projects and not have received the award in previous years. Applications are due as announced by Agent in the 4-H newsletter.

4-H SCHOLARSHIPS - As information is received regarding scholarships, it will be printed in the monthly 4-H newsletter and other 4-H media. These scholarships include the Bastrop County Texas Extension Education Association Club, Texas 4-H Foundation, Texas A&M University College of Agriculture, Pecan Auxiliary, L. F. McDonald, Bastrop County 4-H Memorial, Bastrop County Home and Community Council and Go Texan. County Scholarships - applications to be completed in FULL by due date. Applicant must submit a 4-H record book in order to be eligible to receive a scholarship.

LEADER RECOGNITION – In five year increments, leaders from the Active List will be presented with leader pins.

4-H ALUMNI AND FRIEND OF 4-H - Each Club is eligible to nominate one person for 4-H Alumni and one person for Friend of 4-H. These nominations are due in the Extension office on or before April 15.

4-H SWEETHEART**-**The 4-H Sweetheart will represent Bastrop County 4-H at several public events throughout the given year from September 1st through August 31st. The Sweetheart must attend these events to represent 4-H. QUALIFICATIONS

-Must be eleven and not over eighteen by August 31 of the current year.

-An active 4-H member for the past two years, prior to submitting Sweetheart application.

-Selected or nominated by their 4-H Club.

-Submitted a 4-H Recordbook on the county level the year of submitting the Sweetheart application and the previous year.

-Provide proof of an overall minimum seventy grade average with Sweetheart application. This may be done with a letter from your principal or with your current report card. If during her reign the Sweetheart has failing grades at report card time, the next candidate will assume Sweetheart duties.

-Complete an application and turn it in at the County Extension Office on the date of the current year as announced by the County Extension Agent. 4-H members cannot serve more than one term as 4-H Sweetheart during their 4-H career.

The 4-H Sweetheart will be awarded a 4-H Jacket, a crown and leather banner. The crown and leather banners will be passed down from year to year, and must be returned to the Extension office in August at the end of the reign.

**CONTESTS**: Bastrop County 4-H Contests will follow District and State 4-H Guidelines.

COUNTY ROUNDUP – Consists of State Roundup contests including: Public Speaking Demonstrations or Talks, Quiz Bowls and Share the Fun. Contest age groups are determined as of August 31st of current year. In these contests, the first place entry in the Junior, Intermediate and Senior Division in each category will advance to District Roundup. See Texas 4-H Roundup Guide for categories.

TEAM JUDGING EVENTS – A team is a group of members working together and sharing their knowledge. One may participate on an individual basis. Team members must attend fifty percent of their workshops to be on a judging team. If a team member has attended the workshops and finds out he/she will be unable to attend a contest, the adult leader or coach should immediately contact all team members so an alternate can fill the vacancy.

COUNTY FOOD SHOW – Enter a recipe and required paperwork by a designated date for judging .Exhibit recipe submitted at County Food Show. 4-H'er will be judged on food exhibited and nutrition knowledge.

COUNTY FASHION SHOW– Submit a short description of your garment and a Fashion Show worksheet by designated date. There are fashion show divisions for buying and construction.

**ACTIVITIES**

DISTRICT 10 LEADERSHIP LAB – 4-H members age thirteen (as of August 31) and older from Bastrop County may attend. 4-H Council will pay 75% of the lab costs for each participant. The Bastrop County Pecan Auxiliary offers a **one time** scholarship to pay for a portion of a 4-H members’ Leadership Lab registration fee. Applications for this scholarship are available in the Extension Office.

TEXAS 4-H CONGRESS - Congress is for older 4-H members who are at least fifteen years of age at the time Congress is held. Congress is held in Austin in even numbered years. 4-H Council will pay 75% of the cost of 4-H Congress.

COUNTY 4-H CAMP -Any 4-H member who is enrolled in a Bastrop County 4-H club is eligible to attend camp. Club managers and the Extension office will verify membership. The 4-H Council will pay the full registration cost for the required number of adult chaperones attending camp (1:8 ratio of adults to youth). Chaperones must be enrolled as a 4-H adult leader in the county, and have been approved through YPS screening. Fuel cost will not be reimbursed.

DISTRICT 4-H ROUNDUP - District Roundup competitive events are split into Fall and Spring contests. Check website for dates.

STATE ROUNDUP - The Council will pay for ½ of the cost of the registration fee for youth members attending State Roundup in College Station, Texas.

**ACADEMIC ELIGIBILITY/TEXAS EDUCATION CODE - "NO PASS - NO PLAY RULE"**

Senate Bill 1 is referred to as the "No Pass-No Play" rule. The State Board of Education also allows for public school students to be considered “in attendance” when participating in off-campus activities with an adjunct staff member of the school district. County Extension Agents are approved yearly as adjunct faculty members by each local school board.4-H members must abide by the provisions of the no pass-no play rule when participating in official 4-H sanctioned activities or where the 4-H member is participating because he or she is a 4-H member (such as stock shows, judging contests, round-up, food show, fashion show, etc.) This includes all competitive activities. 4-H members may participate in normal club meetings, non-competitive and non-recognition activities that do not require the student to miss school. These policies are subject to change at any time as policies of the Texas A&M AgriLife Extension Service and State 4-H guidelines are revised.

**4-H DRUG POLICY – LIVESTOCK SHOWS**

Any youth exhibiting an animal testing positive for an illegal drug at a livestock show shall be **disqualified** and **prohibited** from ever representing Bastrop County 4-H at **ANY livestock show.**

***Major Livestock Show Websites***:

State Fair of Texas (Dallas)- <http://www.bigtex.com>

Southwestern Exposition & Livestock Show (Fort Worth)- <http://www.fwssr.com>

San Antonio Livestock Show & Rodeo- <http://sarodeo.com>

San Angelo Stock Show & Rodeo- <http://sanangelorodeo.com>

Houston Livestock Show & Rodeo- <http://rodeohouston.com>

Star of Texas Fair & Rodeo- <http://www.rodeoaustin.com>

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| **Bastrop 4-H Club** |
| **Club Manager:** | Cindy Sharp | (512)304-0010 | Cindyjsharp@gmail.com |
| **Assistant** | Avery Chabot | (512)332-6900 | averyelizabeth13@hotmail.com |
|  | Cami Schaefer | (512)988-0608 | Camischaefer@hotmail.com |
| **Meeting Location & Day:** | Meetings are held on the second Monday at Wexford located at 278 Highway 304 in Bastrop. |
| **Meeting Time:** | 6:30 p.m. |

President -- Sarah Robertson

Vice-President -- Kallye Nutt

Treasurer -- Gene Brown

Secretary -- Kendall Bezner

Parliamentarian -- Kate Kibby

County Council Delegate -- Sarah Robertson

County Council Delegate -- Gene Brown

County Council Delegate -- Thomas Brown

September:

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November:

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March:

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May:

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| **Bastrop Bulls Eyes Shooting Sports 4-H Club**  |
| **Club Manager:** | Janice Dale  | (512) 905-2237 | Jdale1015@aol.com |
| **Archery Leader** | Stephanie Gonzalez | (512)905-4554 | sgonzo.sg@gmail.com |
| **Meeting Location, Day & Time:** | * Rifle/pistol Practice time and location to be announced. Contact Janice Dale if you have questions.
* Archery Team meetings are held on 2nd and 4th Tuesdays at the Bastrop Show Barn, 6:00 p.m. to 7:30 p.m
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President-Travis Alewine
Vice President- Rebecca Birrell
Secretary -Owen Thomas
Treasurer-Robert Havens
Parliamentarian
County Council Delegate-Ariana Gonzalez

County Council Delegate Delilah Lopez

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| **Brush Poppers 4-H Club**  |
| **Club Managers:** | Melissa Bullara | (512) 924-4814 | Madmoomoo30@yahoo.com |
| **Assistant:** |  |  |  |
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| **Meeting Location & Day:** | Meetings are held on the First Monday at Calvary Baptist Church, 3001 TX-150 Loop, in Bastrop. |
| **Meeting Time:** | 6:00 p.m. |

President- Michael Bullara

Vice President- Gabriel Bullara

Secretary- Julian Irizarry

Treasurer- Jacob Almendarez

Historian/reporter- Mckenzie Contreras

County Council Delegate-Michael Bullara

County Council Delegate-Thomas Brown

County Council Delegate-Sterling Brown

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| **Loblolly 4-H Club**  |
| **Club Managers:** | Jed Dube  | ( 512)626-5255  | Dubetwins@gmail.com  |
| **Assistant** | Debbie Barrington | (512) 629-7956 | debbiebarrington428@hotmail.com |
| **Meeting Location & Day:** | Meetings are held on the Second Sunday at New Hope Lutheran Church, 1970 Hwy 290 E, McDade. |
| **Meeting Time:** | 4:00 p.m.  |

President - Kelsey Dube

Vice President - Paige Barrington

Secretary - Josh Dube

Treasurer - Kaitlyn Barrington

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| **Lone Star 4-H Club**  |
| **Club Manager:****Assistant** | Tiffany Joy Sharp Michelle Taylor  | (512)293-0526 (512)924-5265  | Tiffany.sharp@gmail.comMtaylor@elginisd.com |
| **Meeting Location & Day:** | Meetings are held on the first Thursday at the First Baptist Church ,205 West 2nd Street, Elgin |
| **Meeting Time:** | 6:30 p.m.  |

President - Alyssa Sharp

VP- Haylee Reiley

Secretary - Selah

Treasurer - Kaylin Keeling

County Council Delegate - Bryson Carter

County Council Delegate - Garrett Keeling

September:

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| **Smithville 4-H Club** |
| **Club Manager:** | Kim Lowery | 512-663-3115  | SMITHVILLETX4.H@GMAIL.COM |
| **Meeting Location & Day:** | Meetings are held on the second Tuesday at the Smithville Recreation Center. |
| **Meeting Time:** | 6:30 p.m. |

President - Ashlyn Wilhelm

Vice President-Kolten Lowery

Secretary- Garret Wilhelm

County Council Delegate - Baylee White

September:

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| **Rockne 4-H Club** |
| **Club Managers:** | Misty Vasquez | (512)304-0773 after 5 p.m.  | mistydvasquez@gmail.com |
| **Assistant:** | Kim Morriss | (512)308-2759  | Morriss5k@gmail.com |
|  | Barbara Lang | (512)321-5832 | Bot712@yahoo.com |
|  | Susan Masur | (512)988-0977 after 3 p.m. | sfmasur@yahoo.com |
| **Meeting Location & Day:** | Meetings are held on the Second Wednesday at the Holtman Hall, Sacred Heart Catholic Church, located at 4045 FM 535 in Rockne. |
| **Meeting Time:** | 6:30 p.m.  |

September:

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May:

**IMPORTANT DATES TO KNOW**

SEPTEMBER

4 4-H Council

7 Tag Orders Due/Calf Scramble Entries

11 4-H Fun Night

15 Texas Rabbit Extravaganza

17 New Parent Orientation

18 Foods Project

24 Commissioners’ Court Presentation

27 Vet Science Project

27-Oct 27 State Fair of Texas

29 District 10 4-H Conference, Comfort

OCTOBER

2 4-H Council/Roundup

8 Foods Workshop

7-13 National 4-H Week

13 One Day 4-H

24 Major Show Sheep & Goat Validation

29 Youth Livestock Task Force

1. HCC Fair

NOVEMBER

1 District Food Show Paperwork Due

6-8 Major Livestock Show Entries Due

5 County Food Challenge Contest, Elgin

7 District Fall Roundup Entries due on 4-H Connect

27 Major Show Hog Validation

DECEMBER

1 BALS Validation/ County Showmanship Clinic and Show

4 Decorate Courthouse tree/4-H Council

6-8 District 10 4-H Roundup, Kerrville

14 Pecan Bake Show

JANUARY

4-5 Elgin Youth Fair and Livestock Show

Fort Worth Stock Show

Consumer Decision Making practices

Leaders 4 Life starts

Texas 4-H Opportunity Scholarships Due

FEBRUARY

6 4-H Council

San Antonio Livestock Exposition

16 District 10 Consumer Decision Making Contest

MARCH

1-2 Bastrop Area Livestock Show

Houston Livestock Show and Rodeo

Rodeo Austin

Duds to Dazzle/Fashion/Interior Design projects start

22 County Council Officer Applications Due

APRIL

2 4-H Council/Election of Officers

12 District 10 Spring Roundup Entries Due

27 Smithville Livestock Show

MAY

2-4 District 10 Spring Roundup, TBA

JUNE
10 Recordbook, Award Applications and Scholarships Due

10-13 Texas 4-H Roundup, College Station

19-20 District Horse Show, Dripping Springs

24-26 District Leadership Lab, Texas 4-H Center

JULY

County Camp

16-17 Prestige Leadership Conference