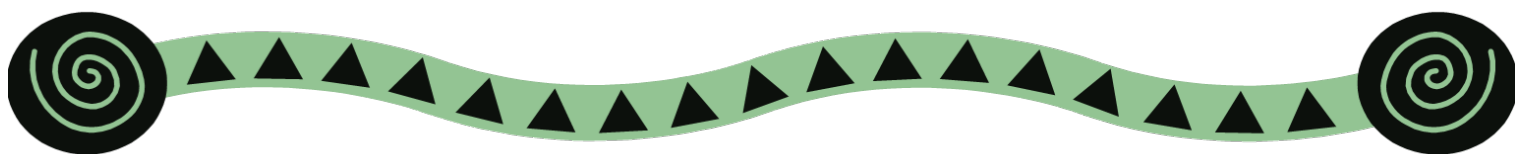




Leaders 4 Life Packet



MEMORANDUM

TO: District 10 County Extension Agents

FROM: Michael Haynes
District Extension Administrator

Megan Logan
Extension Program Specialist
4-H Youth Development

SUBJECT: 2020-2021 DISTRICT 10 4-H LEADERS 4 LIFE SKILLATHON CONTEST

Enclosed you will find the information for the 2020-2021 District 10 4-H Leaders 4 Life Skillathon Contest. There have been some changes made to the contest to more closely match the state contest format and maintain the safety of all participants, advisors, and committee members. Changes are noted in **red** and/or are highlighted in **yellow**.

Date: **Tuesday, April 20, 2021**

***Schedule:** 9:30 AM Virtual Orientation (via Zoom)
10:00 AM Contest Begins (first team enters prep room)
5:00 PM Results announced via social media

****Please note:** This is a tentative schedule and is subject to change; a specific contest schedule will be based upon the number of teams entered*

Contest Format Changes:

- Only one (1) team will be present at the contest location at any given time
 - Time slots will be assigned randomly and announced after contest registrations are completed and confirmed; the first time slot will be 10:00 AM
 - Facilities and utensils will be thoroughly disinfected between each team
 - Social distancing will be observed and masks are required
- A virtual orientation will be held via Zoom at 9:30 AM the morning of the contest
- Teams are encouraged to bring their own writing utensils and gavel to the contest

Location: **Guadalupe County Extension Office**

210 E Live Oak Street
Seguin, TX 78155

Deadlines: **Regular Registration:** March 9 - 23, 2021 at \$15 per participant.
Late Registration: March 24 - 25, 2021 with an additional late fee of \$25 making a total of \$40 per participant.

Additional Deadlines: Due to the District Office on March 27, 2021:

- **Senior Age Division** - Service Learning Information Page: a short paragraph explaining your project (3-4 sentences)
- **Junior/Intermediate Age Divisions** - Promotional Piece

Please contact the District 10 Office or contact a committee member (listed below) if you have any questions.

COMMITTEE:

- **Co-Chairs:** Mellanie Mickelson & Charla Bading
- **Members:** Alicia Ford, Victoria Grissom, Aaron McCoy, Lauren Strom, Chris Wiemers



DISTRICT 10 4-H LEADERS FOR LIFE SKILLATHON

General Rules

PLEASE READ ALL RULES CLOSELY & NOTE DEADLINES FOR ADDITIONAL ITEMS

OVERVIEW:

The Leaders 4 Life Skillathon contest focuses on leadership, parliamentary procedure, service learning, and/or 4-H promotion. Local 4-H clubs are encouraged to begin the process by creating a leadership project group or developing their officers into a team to learn basic leadership skills, parliamentary procedure, service learning, and the importance of promoting 4-H to recruit new members. Counties may also use their County 4-H Council members to create a team.

GENERAL RULES & GUIDELINES:

1. **Membership.** Participants must be 4-H members currently enrolled in a Texas 4-H & Youth Development county program and actively participating in a leadership project.

2. **Age Divisions.** There will be three (3) age divisions in this contest: Junior, Intermediate, and Senior.

Age divisions will follow Texas 4-H Guidelines and are as follows:
(Grade as of August 31, 2020)

<u>Division</u>	<u>Grades</u>
Junior	3 rd -5 th Grade
Intermediate	6 th -8 th Grade
Senior	9 th -12 th Grade

Please note that Juniors and Intermediates are **NOT** allowed to advance to the Senior Age Division

3. **Advancement to State Contest.** Three (3) Seniors team will advance to the state contest at Texas 4-H Roundup. Only Senior teams are eligible for advancement to Texas 4-H Roundup.

4. **Entries per County and Members per Team.** There is no limit to the number of teams a county may enter. Each team will consist of four (4) to six (6) members in the same age division.

5. **Contest Resources.** There are numerous resources for this contest. The Texas 4-H website has a Leaders 4 Life page with additional materials at the following link:

http://texas4-h.tamu.edu/project_leadership/leaders

The website has teaching materials for agents/volunteers, as well as study materials for 4-H members. Most of the study materials are available for download for free on the L4L website, there are also additional materials that are not available online, and those are listed below.

There is a complimentary copy at each County Extension Office of the following four (4) resources:

Dunbar's Parliamentary Procedure Made Easy *Dunbar's Meeting Procedure Guide*
Dunbar's Parliamentary Procedure Glossary *Dunbar's Guide For Making Motions*

Additional copies may be purchased by the 4-H member and/or county at the following website: <http://parlipro.northwest.net/>

The 4-H members and/or county will need to purchase at least one (1) resource:

Robert's Rules of Order, 10th edition

DISTRICT 10 4-H LEADERS FOR LIFE SKILLATHON

Contest Procedures

CONTEST COMPONENTS:

There are three (3) components to the Leaders 4 Life Skillathon for both the Junior/Intermediate Age Division and the Senior Age Division. The contest components are listed below.

Age Division		Contest Components	
Senior	Parliamentary Procedure Demonstration	Question & Answer Session	Service Learning Interpretation Portion Includes interview questions
Intermediate	Parliamentary Procedure Demonstration	Question & Answer Session	Promotional Piece & Interview (NEW REQUIREMENT)
Junior	Parliamentary Procedure Demonstration	NA – No Q&A	Promotional Piece

PARLIAMENTARY PROCEDURE DEMONSTRATION PROCEDURES:

- Each team will consist of four (4) to six (6) members, including at a minimum the president, vice president, secretary, and treasurer. Up to two (2) additional team members can be in any position—such as reporter or recreation leader—or just as members of the club. Officer positions are determined by the team in advance.
- The teams will present a simulated 4-H meeting no longer than the specified time for their age division. Five points will be deducted from the average score for every minute over the time limit. That is, if a senior age division meeting goes over 20 minutes, the team will receive a 5-point deduction; over 21 minutes a 10-point deduction, over 22 minutes a 15-point deduction, and so on. The deductions will be handled in tabulation. The timekeeper will keep track of the length of presentations and provide the information for tabulation.

Age Division	Parliamentary Procedure Demonstration Time Limit
Senior	20 minutes
Intermediate	15 minutes
Junior	10 minutes

- Two (2) examples of problems are provided to help teams prepare.
- The teams will be given problems to incorporate into the demonstration (Juniors will not have any problems to incorporate). A skeleton agenda will also be provided at the event. The teams must demonstrate all actions on the score sheet (required motions). They must incorporate the required motions into their demonstration, even if they are

not listed in the contest problem. The additional problems may incorporate any of the motions listed below for the respective age division.

Age Division	Number Of Problems To Incorporate Into Demonstration	Required Motions To Incorporate Into Demonstration	The Problems May Incorporate Any Of These Motions:
Senior	3 problems	Main motion Amend a motion Division of the assembly Lay on the table Take from the table Withdraw a motion	Put a motion before the assembly (main motion) Lay on the table Amend a motion Division of the assembly Take from the table Withdraw a motion Division of a question Refer a motion to a committee Rise to a point of order Appeal the decision of the chair Previous question Rescind a motion Reconsider a motion Postpone a motion definitely Postpone a motion indefinitely Object to the consideration of the question
Intermediate	1 problem	Main motion Amend a motion	Division of the assembly Lay on the table Take from the table Withdraw a motion
Junior	0 problems	Main motion Amend a motion	None

- Each team must provide the following items of their own:
 - Minutes
 - Treasurer's Report
 - Letter of Communication
 - Committee Report

Please note that prepared scripts are not allowed. Contest officials will check these materials before the team enters the planning room and collect them at the end of its presentation.

- Before the demonstration, each team will have time to discuss the order of business and the problems of new business with fellow teammates in the planning room. No coaches, parents, agents, or other 4-H members not part of the team will be allowed in the planning room.

- Contestants may make notes on their agendas during the planning time. Time breakdown is as follows:

Age Division	Time in Prep Room
Senior	15 minutes
Intermediate	10 minutes
Junior	5 minutes

- Use of the gavel: The gavel is a symbol of authority. It is used by the president to maintain order and keep the meeting running smoothly. To use the gavel properly, the president should stand squarely and firmly on both feet, grasp the handle of the gavel firmly, and rap the table or gavel block authoritatively, with well-spaced taps.

The gavel is used to:

- Call the meeting to order—two (2) taps
 - Tell members to be seated—one (1) tap
 - Ask all members to rise—three (3) taps
 - Maintain order—several taps
 - Follow the announcement of the result of a vote—one (1) tap (this is a special rule for 4-H and supersedes the rules in Robert's Rules of Order)
 - Adjourn or recess the meeting—one (1) tap (if desired)
- The maximum of number of points for this section of the contest is 100 points.

QUESTION & ANSWER SESSION ON PARLIAMENTARY PROCEDURE CONTEST PROCEDURES:

- Each Intermediate and Senior team will be asked **ten (10) questions**.
- Each member of the team must answer at least one (1) question and no more than three (3) questions.
- Team members will answer questions in this order: president, vice president, secretary, treasurer, member, and member.
- The team will choose who will answer the remaining questions before they are read.
- Each contestant must begin response within 10 seconds & complete the answer within 1 min.
- Each question is worth up to 10 points, for a maximum score of 100 points for this section.

Age Division	Questions Will Be Based On The Following Resources:
Senior	<i>Robert's Rules of Order, 10th edition</i> <i>Dunbar's Parliamentary Procedure Made Easy (blue workbook)</i> <i>Dunbar's Meeting Procedure Guide (blue)</i> <i>Dunbar's Guide For Making Motions (yellow)</i> <i>Dunbar's Parliamentary Procedure Glossary (green)</i>
Intermediate	<i>Dunbar's Meeting Procedure Guide (blue)</i> <i>Dunbar's Guide For Making Motions (yellow)</i> <i>Dunbar's Parliamentary Procedure Glossary (green)</i>

NEW: JUNIOR/INTERMEDIATE PROMOTIONAL PIECE PROCEDURES:

Teams will develop a tool to promote 4-H. The 4-H clover must be used on the showcase piece according to the guidelines in Use of the 4-H Name and Emblem. The Promote 4-H Showcase Piece may use any of these items:

- Tabletop or tri-fold exhibit (*please provide a picture of exhibit that is legible*)
- Brochure (*please provide a color copy*)

The team must also complete and turn in the Promote 4-H Showcase Piece and a Promote 4-H Showcase Form (available at the end of this packet) to explain when and how the piece was used to promote 4-H, the number of people reached, and the number of new 4-H members enrolled as a result of the 4-H promotion

NEW: INTERMEDIATE PROMOTE 4-H INTERVIEW – The Judging Panel will have 5 minutes to ask questions about the intermediate promotional piece. Sample Questions for practice are listed below, please note that judges do not have to adhere to the questions below.

- What role did each team member play?
- How many people were reached?
- Has this promotional piece been effective? How has it helped you? Was it able to help you recruit new 4-H members?
- How many events did you use this promotional piece at?
- What was your favorite event and why?
- What made you decide to develop this piece? What was your inspiration?

DEADLINE REMINDER: This document will be turned in before the Leaders 4 Life Skillathon for judging. **It will be due to the District Office on March 27, 2021.**

SENIOR SERVICE LEARNING INTERPRETATION PIECE CONTEST PROCEDURES:

Teams submit a very simple document (available at the end of this packet) that asks the name of the project they are interpreting with a short paragraph (3 to 4 sentences max.) that describes the project.

- This document is not judged but is to prepare the judging panel for an interview with the team.
- Judging Panel will ask interview questions of the team including, but not limited to, the project and how the 8 Steps of Service Learning (outlined on page 6 of “Use Your Hands... For Service” document) were utilized in their project.
- Interviews will last approximately 10 min. and be scored by a panel of judges (max 70 points)

DEADLINE REMINDER: This document will be turned in before the Leaders 4 Life Skillathon for judging. **It will be due to the District Office on March 27, 2021.**

Total points possible for entire contest: 270

DISTRICT 10 4-H LEADERS FOR LIFE SKILLATHON

Senior Service Learning Interview—Information Sheet

County Name:

Project name:

**Brief description of the Service Learning Project that your team conducted this year
(maximum of four sentences):**

Junior/Intermediate —Promote 4-H Showcase Form

County:	District:
Age Division (circle one):	Junior Intermediate
Team Member Name:	
1.	
2.	
3.	
4.	
5.	
6.	

Please answer the following questions about your Promote 4-H Showcase. When completed, please turn in this form and a color copy of brochure or color picture of tabletop display to mmlogan@aq.tamu.edu.

- 1. What was your Promote 4-H Showcase item and how was it used to promote 4-H in your county?**
- 2. What was the role of each team member in developing and/or using the Promote 4-H Showcase in your county?**
- 3. How many people were reached or viewed the Promote 4-H Showcase?**
- 4. Did you recruit any new members to 4-H in your county as a result of your Promote 4-H Showcase?**
- 5. Please provide any other information you want the judges to know!**

DISTRICT 10 4-H LEADERS FOR LIFE SKILLATHON

Agent Assignments

Items To Take Care Of:	Committee Member in Charge:
Secure Judges for Day Of Contest	All Committee Members
Facilities, Flags, Refreshments, Etc.	Committee Chairs
Secure Problems for Contest	All Committee Members
Questions & Answers	All Committee Members
Awards and Registration	Megan Logan