

# BURNET COUNTY 4-H FAMILY HANDBOOK



<http://burnet-tx.tamu.edu>

---

Agriculture and Natural Resources \* Family and Consumer Sciences \* 4-H and Youth Development \* Community Development

Educational programs of the Texas A&M AgriLife Extension Service are open to all people without regard to race, color, religion, sex, national origin, age, disability, genetic information or veteran status. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

April 2019

Special Note: Provisions from the American Disability Act will be considered when planning educational programs and activities. Please notify the Burnet County Extension Office if you plan on attending an Extension Education Program and need specialized services. Notification of at least two weeks in advance is needed, so that we may have ample time to acquire resources needed to meet your needs.

Dear 4-H Family,

Welcome to the Burnet County 4-H Program. 4-H is the youth development program of the Texas A&M AgriLife Extension. Our purpose is that boys and girls receive the opportunity to learn, develop life skills and form attitudes that will enable them to become self-directing, productive and contributing members of society. There are now 1 million 4-H members in the State of Texas. Each Burnet County 4-H member is “One in a Million”.

The object of this handbook is to outline the many opportunities open to youth and adults in the Burnet County 4-H Program. Moreover, this policy handbook also reveals policies that govern the Burnet County 4-H Program. Participation in the Burnet County 4-H Program is open to anyone interested regardless of race, color, religion, sex, national origin, age, disability, genetic information or veteran status. We look forward to your participation in the Burnet County 4-H Program.

Burnet County Extension Office  
607 N. Vandevener Suite 100  
Burnet, TX 78611  
512-756-5463  
512-715-5220 fax  
e-mail: [burnet-tx@tamu.edu](mailto:burnet-tx@tamu.edu)  
web page: <http://burnet-tx.tamu.edu>

**Office Hours:** Monday-Friday, 8:00am to 12:00pm and 1:00pm to 5:00pm.

**Extension Staff:**     **Kelly Tarla**  
County Extension Agent  
Agricultural  
E-mail: [kelly.tarla@ag.tamu.edu](mailto:kelly.tarla@ag.tamu.edu)

**London Jones**  
County Extension Agent  
Family and Community Health  
4-H Coordinator  
E-mail: [London.jones@ag.tamu.edu](mailto:London.jones@ag.tamu.edu)

**Stacy Barnett**  
Office Manager  
E-mail: [stacy.barnett@ag.tamu.edu](mailto:stacy.barnett@ag.tamu.edu)

---

Burnet County Commissioners Court

County Judge.....	James Oakley
Commissioner, Precinct 1.....	Jim Luther
Commissioner, Precinct 2.....	Damon Bierle
Commissioner, Precinct 3.....	Billy Wall
Commissioner, Precinct 4.....	Joe Don Dockery

## TABLE OF CONTENTS

### Contents

Overview of 4-H.....	5
Code of Conduct.....	7
Consequences of Misbehavior.....	8
Burnet County Clubs .....	9
Burnet County 4-H Organizational Structure .....	<b>Error! Bookmark not defined.</b>
Burnet County 4-H Program Development Committee.....	<b>Error! Bookmark not defined.</b>
4-H Council Standing Rules.....	11
Texas 4-H Rules and Guidelines .....	15
Burnet County 4-H Awards.....	18
Gold Star.....	<b>Error! Bookmark not defined.</b>
Scholarships.....	21
Ray Cagle 4-H Lifetime Achievement Award and Scholarship .....	21
Burnet County 4-H Ag & Natural Resources Achievement Scholarship in Honor of Wade Hibler .....	21
TEEA Scholarship .....	21

Award applications and newsletters can be obtained at the County Extension Office or:

<http://burnet-tx.tamu.edu>



# Overview of 4-H

---

## Introduction

Preparing youth to be positive, contributing members of society is certainly one of the most important tasks facing our society today. The 4-H & Youth Development Program of the Texas AgriLife Extension Service has been a key player in the field of youth development since its modest start in 1908. In recent years, between ten and fifteen percent of all Texas youth between the ages of five and nineteen have been enrolling as 4-H members or 4-H Clover Kids each year. Annually, approximately 50,000 adults volunteer their time, talents, and resources in support of the 4-H & Youth Development Program. Providing leadership to an educational program of this size and scope is a challenging task. The revised and updated 4-H Program Management Series has been prepared to serve as a resource for Extension faculty and volunteer staff who have responsibility for leading this exciting 100-year-old program.

### Basic Facts

#### 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, springtime and youth. White symbolizes purity.

#### Prayer

“Help me, Oh Lord, to live so that the world may be a little better, because Thou didst made me”

#### Creed

I believe in 4-H for the opportunity it will give me to become a useful citizen.

I believe in the training of my Head for the power it will give me to think, to plan and to reason.

I believe in the training of my Heart for the nobleness it will give me to become kind, sympathetic and true.

I believe in the training of my Hands for the dignity it will give me to become useful, helpful and skillful.

I believe in the training of my Health for the strength it will give me to enjoy life, resist disease and make for efficiency.

I believe in my country, my state and my community and in my responsibility for their development.

In all these things I believe, and I am willing to dedicate my service to their fulfillment.

#### 4-H Year

September 1 to August 31

### Age of 4-H Members

Minimum: At least 9 years old or 8 years old and in the third grade (August 31<sup>st</sup>)

Maximum: Through December 31 of the calendar year the youth turns 19

4-H Clover Kids Members: Kindergarten through Second Grade (Ages 5-8 years)

Kindergarten – 2<sup>nd</sup> Grade – Clover Kids

At least 9 or 8 and in the third grade – 5<sup>th</sup> Grade – Junior

6<sup>th</sup> 8<sup>th</sup> Grade – Intermediate

9<sup>th</sup> – 12<sup>th</sup> Grade - Senior

### Pledge

I Pledge

My head to clearer thinking,

My heart to greater loyalty,

My hands to larger service,

My health to better living,

for my club, my community,

my country and my world.



### **Historical Perspective**

The following “Brief History of 4-H in Texas”, provides a background of the origins of the 4-H Program and specific events and changes that have shaped 4-H since its inception, with the first “Boys’ Corn Club” in Jack County Texas in 1908. For additional information, consult the book referenced.

## **A BRIEF HISTORY OF 4-H IN TEXAS**

### **INTRODUCTION**

The 4-H Story: A History of 4-H Club Work, by Franklin M. Reck and 4-H: An American Idea, 1900-1980, by Thomas Wessel and Marilyn Wessel document the origin of the 4-H Youth Development Program throughout the United States. In summary, the rapid changes taking place in rural America at the turn of the century led educators to seek for ways to link learning to the needs of rural families. Youth were leaving farms to seek jobs in towns and cities. Adult farmers were reluctant to try new techniques of crop production. Agricultural leaders began seeking ways to teach agricultural producers improved methods of crop production.

### **THE BEGINNING**

The first county Extension Agent in Texas was appointed in 1906, eight years prior to the organization of the Texas Cooperative Extension. Two years later, T.M. (Tom) Marks, County Agricultural Agent, organized the first boys’ “corn club” in Jack County. Marks found that he was successful teaching new production technology to the youth than to the adults. With a matter of years, “pig clubs,” “beef calf clubs” (Coleman County, 1910) and girls’ “tomato clubs” (Milam County, 1912) were also initiated. The stage was set for the rapid expansion of educational programs directed to rural youth. Within a span of 90 years, 4-H enrollment in Texas has grown from the original 25 corn club members in Jack County in 1908 to more than one-half million in the 1990s! The Texas 4-H Museum is located in Jacksboro (Jack County), the birth place of 4-H in Texas.

## Code of Conduct

During my 4-H involvement:

1. I am expected to attend all sessions that are part of the planned programmed for all activities. I will inform staff if I am not feeling well or have a schedule conflict.
2. I will dress appropriately to the occasion and adhere to any attire requirements stipulated for the event I am attending. 4-H members should be courteous and clean, and possess good manners.
3. Language must be controlled and appropriate for a 4-H member – no swearing.
4. Except for planned tours and outings, I will not leave an activity facility any time without permission of the chaperone and/or staff responsible for the event.
5. I will not smoke or use tobacco products at any 4-H program event.
6. I will not use alcohol or drugs (except those directed by a doctor), or be associated with or remain in the presence of others when they are being used.
7. I will not carry a weapon or threaten another person with a weapon, bodily force or language.
8. I will respect the rights of privacy of those attending an activity and those with whom I may be rooming.
9. I will observe hours established by the staff and be in my room. No boys in girls' rooms, no girls in boys' rooms.
10. I will avoid unnecessary roughness to room furnishings, furniture, equipment, etc. Towels, ashtrays, etc., are not to be taken as souvenirs. Occupants of a room or conveyance are financially responsible for any damage or results of misconduct.
11. Any participant at an official 4-H activity who observes a breach of the code of conduct has the responsibility and obligation o\to report the misbehavior to appropriate chaperones.

---

Date

---

4-H Member Signature

# Consequences of Misbehavior

Violators May Expect:

To have the opportunity to explain actions to the Extension staff in charge.

Behavior that is disruptive to the will be documented and a letter describing such will be sent to the District 4-H Leadership Team, County Extension Agent(s), and parents/guardians of those involved. Examples of offenses are as listed below, but not limited to:

### Minor Offenses

1. *Habitually late to program activities*
2. *Not in room at designated time*
3. *Not possessing good manners and using language that is offensive to others*
4. *Not respecting the rights and privacy of those rooming with or attending an activity*
5. *Lying or untruthfulness to chaperones, leaders, event organizers or others in attendance*

### Intermediate Offenses

1. *Inappropriate visitation*
2. *Leaving a 4-H activity without the permission of staff member(s) in charge*
3. *Intentional damage to meeting site, sleeping quarters, person, or other person's property*
4. *Bullying*

### Major Offenses

1. *Smoking or using tobacco products*
2. *The use of alcohol or drugs*
3. *Carrying an unauthorized weapon*
4. *Threatening another person with a weapon or bodily harm*
5. *Cheating*
6. *Sexual activities*
7. *Theft of any kind*
8. *Acting in a manner considered by 4-H leadership to be harmful or potentially harmful to the health or well-being of themselves or others, whether such act occurred within, or outside of the 4-H program.*

### Consequences

- For every offense 4-H member will receive a verbal reprimand.
- For every offense the violator shall write letters of apology to the appropriate people.

### Major Offenses

- Automatic removal from even/activity and/or sending a participant home at the parent's /guardian's expense.
- One major offense during any 4-H year may lead to suspension of membership in all Texas 4-H and Youth Development programs for the remainder of the 4-H year, along with the possibilities of facing criminal charges, pending offense. In addition, 4-H member may be asked to resign from all 4-H offices or leadership roles held or give up monetary awards or scholarships from the Texas 4-H program.

### Intermediate Offenses

- One or two violations is grounds for removal from the event/activity and/or sending a participant home at the parent's/guardian's expense.
- Three violations during one calendar year are grounds for the 4-H member to not be allowed in any county, district, or state activities for the remainder of the 4-H year. In addition, 4-H member may be asked to resign from all 4-H offices or leadership roles held or to give up monetary awards or scholarships from the Texas 4-H program.

### Minor Offenses

- Consistent discipline problems requiring more than two reprimands are grounds for sending a 4-H member home at the parent's/guardian's expense.
- Habitual discipline problems requiring more than four reprimands during one calendar year is grounds for the 4-H member to not be allowed

### Course of Action

Event managers responsible for 4-H events and activities are encouraged to communicate to 4-H participants and adult chaperones prior to the event a standard acceptable behavior, via the Commitment to Excellence. Standards of behavior and consequences should be reviewed with participants as part of the initial orientation.

1. Event Manager obtains all the relevant facts.
2. Brief the on-site adult responsible for the youth delegate (Extension faculty member or 4-H volunteer).
3. If not on-site, but available via phone, brief the county Extension faculty member and District Extension Administrator responsible.
4. Review consequences of misbehavior. The following steps should be taken when sending a 4-H member home:  
Extension faculty member contacts parents.  
Parents advised that child is being sent home by safest, most direct means, and that parents are responsible for cost.  
Event manager decides if parents should be given the option of picking up the child.  
County Extension faculty member collects money from parent to pay transportation charges.  
Follow-up correspondence from event's manager to appropriate county Extension faculty member, District 4-H Leadership Team, child and parent for documentation.
5. For all reprimands a Summary Letter and Accident/Incident Report Form will be completed and mailed to the 4-H member, parent, County Extension Agents, District Extension Administrator, County Extension Directors (if applicable). District 4-H Specialist and the Associate Directors for 4-H and Youth and County Programs. Additionally, notification will be made to District 4-H Leadership Team prior to letter and form being mailed.

I have read the Texas 4-H Commitment to Excellence and understand what violators may expect. I agree with the Code of Conduct and do intend to abide by it throughout my 4-H activities. I have reviewed and understand the Consequences of Misbehavior.

\_\_\_\_\_  
4-H Member Signature

\_\_\_\_\_  
County

\_\_\_\_\_  
District

\_\_\_\_\_  
Date

As the parent or guardian of \_\_\_\_\_, I have read the commitment and do support all points. I give permission to the professional Extension faculty in charge to carry out the Code of Conduct as described including inspection of rooms.

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

## Burnet County Clubs

**Bertram 4-H : Meets 2<sup>nd</sup> Monday 7:00 p.m. at Cumberland Presbyterian Church  
Club Managers: Brian and Teresa Klosterhoff, Zuri and Shannon Linzer**

**Burnet Horse 4-H: Meets 1<sup>st</sup> Monday at 6:30 at Burnet County Fair Barn  
Club Manager: Kelly Haydon, Whitney Claiborne, Jenny Dean**

**Marble Falls 4-H: Meets 4<sup>th</sup> Monday 6:00 p.m. at Marble Falls First Baptist  
Club Manager: Michelle Radford**

**Spicewood 4-H: Meets 1<sup>st</sup> Tuesday 6:30 p.m. at the Spicewood Community Center  
Club Managers: Shelly Lewis, Michelle Radford, Janice Eppler**

**Burnet 4-H: Meets TBA  
Club Managers: Kevin and Angela Schwausch**

**Stonehill 4-H: Meets at Copperhead Creek – Tuesdays 6:00 p.m.  
Club Manager: Guy Taylor**

**Highland Lakes 4-H: Meets 2<sup>nd</sup> Monday 6:30 at the Burnet County Fair Barn  
Club Manager: Chelci Lew**



## Burnet County 4-H Program Development Committee

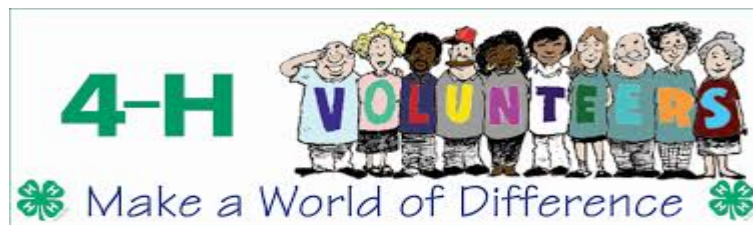
### **4-H Council Officers:**

Kelly Linzer  
Elizabeth Lilly  
Ava Lea  
Bethany Butler  
Elijah Butler  
Savanna Dean

### **Members-at-Large:**

### **4-H & FFA Livestock Show**

Brandon Evans-Chair



## 4-H Council Standing Rules

### 1. NAME

The name of this organization shall be the *Burnet 4-H Council*.

### 2. PURPOSE

The purpose shall be to forward and extend 4-H Club work through county-wide cooperation with all 4-H'ers. The 4-H clubs should provide learning experiences through project work, club meetings, demonstrations, judging, community service and 4-H activities and events, to aid in the personal development of its members.

### 3. MEMBERSHIP

Executive Committee membership shall consist of *Program Development Council Officers, Adult officers, and Appointments deemed necessary by the president*. The PDC officers are club representatives (President and Elected Council Delegate), council officers, and task force/committee members and adult advisors regardless of race, color, age, sex, religion, national origin or disability, genetic information or veteran status. Club membership is open to all boys and girls in Burnet County who are eight years of age and in the third grade or 9 years old and not more than 19 years of age, who agree to enroll and participate in a 4-H project under the direction of a volunteer leader. The 4-H year is September 1 through August 31.

### 4. OFFICERS/EXECUTIVE COMMITTEE

The elected officers of council shall be president, vice-president, secretary, treasurer, reporter and district council delegate. After the officer election, the president will appoint at least 2 members-at-large to an executive committee to insure equal representation of all clubs. First consideration will be given to those seeking offices, but not elected, then 4-H club officers.

The executive committee shall consist of the elected officers, president, vice-president, secretary, treasurer, district council delegate and reporter, plus a minimum of two appointed members-at-large (8 members minimum).

### 5. MEETINGS

The 4-H Council will meet on a regular basis to be determined by County Extension Agents and/or Burnet 4-H Council.

6. **ELECTION OF OFFICERS**

The officers shall be elected annually and shall not be eligible for the same office for two consecutive full terms. The term of office for all officers shall be September 1<sup>st</sup> to August 31<sup>st</sup> of the next year. Officers must be fourteen (14) by August 31<sup>st</sup> of the year they are elected. Officers must have had at least two years of club membership including the current year. No officer should hold more than one office on the council, with the exception of district delegates. President and Vice-President cannot be from the same club or in the same family. Those wanting to run for office must have submitted a record book the previous year and must submit one for the current year. (Summer is when record books are due.) Record book is defined by the Texas 4-H Program. Two (2) unexcused absences are all that will be allowed without the officer being replaced. An excused absence does not count against you and is defined as; a death in the family, illness, conflicting school functions or if you are participating in another 4-H function. Bring proof of an excused absence to the next meeting and present it to the Extension Agents.

7. **DUTIES OF OFFICERS**

**PRESIDENT** - The president shall preside at all meetings as required, appoint committees, approve the reports of the officers and committee chairman, attend regular meetings of the District 4-H Council to represent the Burnet County 4-H Council, and perform such other duties as may be the responsibility of the presiding officer.

**VICE-PRESIDENT** - The vice-president shall perform the duties of the president in absence of that officer.

**SECRETARY** - The secretary shall record minutes of all regular meetings and shall keep an up-to-date record of attendance of members.

**TREASURER** - Treasurer Officer shall keep and accurate record of receipts and expenditures and shall be prepared upon request to give a treasurer's report at each meeting.

**REPORTER** - The reporter will be responsible for reporting monthly meeting activities to the media (newspaper, radio, etc.) County wide events may also be reported, i.e. Camp, Roundup, etc. Other duties might include the following: developing and maintaining WEB page; formatting and writing 4-H newsletter.

**DISTRICT COUNCIL DELEGATE** - The district council delegate shall attend regular meetings of the District 4-H Council to represent the Burnet County 4-H Council and report those proceedings to the county council.

Note: A Vice President position may be added as necessary to ensure the proper function of the Burnet County 4-H Council as determined by 4-H and Youth Development Program Area Committee.

8. **COMMITTEES/TASK FORCES**

Committees/Task Forces shall be as listed below. Membership shall be appointed first, from the elected club representatives and second, from the general 4-H enrollment by the president as follows:

**Education/Community Service:**

The Education Task Force will work to complete the following jobs:

- Plan and manage county-wide leadership training opportunities
- Plan for educational/community service involvement
- Plan for county-wide 4-H promotion

**Budget and Finance:**

The Budget and Finance Task Force will work to complete the following jobs:

- Develop a budget for 4-H Council
- Project income and expenses
- Plan and manage all county 4-H fund-raising activities

**Awards and Recognition:**

The Awards and Recognition Task Force will work to complete the following jobs:

- Update and revise Achievement Point List
- Plan County-wide Awards Program
- Plan for volunteer recognition
- Project/Activity Management
- Club Manager

Membership for committees shall be appointed first from the club representatives and second from the general county 4-H enrollment.

\*\*Any committee may be added as needed

9. **QUORUM**

50% of the voting membership of the council constitutes a quorum for the proper transaction of business. Voting membership includes council officers and voting delegates from each club.

**The Annual Proposed budget is as follows:**

Awards	\$1,500
Leadership Development	\$2,500
Community Service/Education	\$1,000
Scholarship (Wade Hibler/Ray Cagle)	\$2,000
Supplies/Materials	<u>\$1,000</u>
Total Expenses	\$8,000

**4-H ACTIVITIES FINANCIALLY SUPPORTED BY BURNET COUNTY 4-H COUNCIL**

District 7 Leadership Lab – Any Council Officer is highly encouraged to participate. Any Club officer aged 13 (as of August) and older may attend. 4-H members age 13 (as of August) and older from Burnet County 4-H may attend. 4-H Council will pay a portion (depending on the current budget) of the lab cost for each participant.

**FISCAL ACCOUNTABILITY**

The 4-H club/group shall adhere to all guidelines related to financial accountability as outlined in the Texas 4-H Youth Development 4-H Club Financial Management Rules and Guidelines.

**CLUB DISBANDMENT**

Upon the disbandment of the club, all real property, including money, equipment and land shall become the property of the County 4-H Program for care and disposition and authorizes the Texas A&M Agrilife Extension Service and county extension agent(s) full rights to access bank records, bank funds, and all other banking authority. This also applies to all inventory and assets acquired by and or owed by this organization.

The last official duty of the club’s manager shall be to affect the transfer of club property and to turn over club records to the county Extension Agent or other extension designees.

**AMENDMENTS**

These standing rules may be amended at any regular meeting of the club by a two-thirds vote of the members present, provided that the proposed amendments have been presented to the club in writing and filed with the secretary at the previous meeting of the club. Amendments must not conflict with the basic 4-H philosophy or the Texas 4-H Club/Group Charter Agreement. These amendments are effective upon the affirmative vote of the members present.

# Texas 4-H Rules and Guidelines

## **OBJECTIVE**

To outline the many opportunities, open to youth and adults in the Burnet County 4-H program. Moreover, this policy handbook also reveals policies that govern the Burnet County 4-H Program. Participation in the Burnet County 4-H Program is open to anyone regardless of socioeconomic level, race, color, sex, religion disability or national origin.

## **4-H MEMBERSHIP**

A 4-H member in good standing is:

- Enrolled in an organized Chartered Burnet County 4-H Club
- Actively participating in the 4-H Club meetings on a regular basis
- Completed one 4-H project and attended at least 50% of the project meetings for that project.

## **4-H 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. It is the 4-H member's responsibility to turn in the eligibility form to the school. The school will then fax the eligibility form to the Extension office. Please note that it is the school's determination if a 4-H member is eligible.

## **4-H PROJECT**

The project is the heart of the 4-H program. A wide variety of projects are available for members. The projects are listed with objectives in the 4-H Clover Handbook given to club managers. Each member chooses a project that fits his or her interest, home situation and ability. Projects vary depending upon the club. They also vary in difficulty. "Learn-by-doing" is the most important aspect of a project. Making, growing, caring for, observing and participating - - these entire active learning process are involved in 4-H projects.

The requirements and definitions for an official 4-H project are listed in the record book Guidelines as follows:

- Decide on a project area and write it down on your 4-H enrollment form.
- Complete at least six learning experiences related to your project.
- Make a set of project goals.
- Each month you should complete at least one of your project goals.
- Exhibit your project work.
- Attend workshops that are available in your community or county on your particular project.
- Attend 4-H meetings or project meetings regularly.
- Complete 4-H project records each year.
- Develop leadership by teaching others something about your project.
- Conduct citizenship activities related to your 4-H project.
- Find new and fun things to do in your project area.

## **4-H METHOD DEMONSTRATIONS/ILLUSTRATED TALKS**

Method demonstrations and illustrated talks are planned presentations by one or more 4-H member(s) to help teach information related to a project or activity. Put simply, demonstrations are ways of showing and telling others how to make or do something, as well as ways or sharing useful information.

Major differences between method demonstrations and illustrated talks include:

### **METHOD DEMONSTRATIONS**

- A demonstration is doing.
- A demonstration is showing how. As you show how, you tell how.
- In a demonstration you make something or do something. There is a finished product.
- The key to a good demonstration is “go and do likewise.”

### **ILLUSTRATED TALKS**

- An illustrated talk is talking.
- An illustrated talk is telling how, with the aid of visuals.
- In an illustrated talk, you use charts, slides, pictures, models, cutouts, etc.
- The key to an illustrated talk is information.

## **AWARDS CONTESTS AND COMPETITIVE EVENTS**

1. Individual contest rules and guidelines will be printed for each contest in compliance with District and State Guidelines.
2. In order to participate in any county, district, or state level 4-H contest and competition, 4-H members must be in good standing with the Burnet County 4-H Program (as defined above). The 4-H member must be certified by the club manager on the official Burnet County 4-H contest entry form.
3. 4-H is recognized by the Texas Education Agency and each local school district as an extra-curricular activity. All 4-H members participating in any 4-H competitive event must be passing all classes in order to compete, whether or not the competitive event is during school time. Prior to each competitive event, you will need to submit an eligibility form to your school registrar for eligibility to be verified prior to the activity. If 4-H members are not passing, they will be notified by the Extension Agent.
4. 4-H members participating in an activity which is approved by the local school board, under the direction of the Extension Agent(s) may be considered in attendance and will be reported present. Students are responsible and **MUST** stay within the limits of the number of days allowed by their school. The students must fill out the Burnet County 4-H Eligibility form, obtaining signatures from their principal and returning to the Extension office prior to the event.

5. Burnet County 4-H and FFA Livestock Show – A copy of your thank-you notes to buyer(s) are due to your respective club manager ASAP or 30 days after list is submitted following the livestock show. This will allow the release of premium checks.
6. Pre 4-H Involvement - The Burnet County 4-H Program will adopt the State 4-H Policy concerning the involvement of pre 4-H members as follows:

### ***Pre-4-H***

#### ***E.3.1.3 Clover Kids***

*The Texas AgriLife Extension Service extends the 4-H experience to youth in grades K-2 as "4-H Clover Kids." This age category is further defined as youth who are eligible to enroll in Kindergarten on September 1 and have not entered (started classes) in the third grade on September 1.*

*In support of the Vision, Mission, Values and Program Outcomes of 4-H, the purpose of the 4-H Clover Kids Program is to help youth learn social skills, reinforce formal school programs through informal, noncompetitive experiential educational projects and activities, develop self-esteem and build family strengths.*

*4-H Clover Kids is an affiliated program, serving youth in grades K-2, while the 4-H & Youth Development Program serves youth 9 years of age (or 8 years of age and in the third grade) to 19. As an affiliated group, youth enrolled as 4-H Clover Kids have activities and programs suitable for their age group. Clover Kids are not eligible to serve as club officers, nor are they eligible to participate in activities, recognition programs, and competitive events reserved for older youth. Competitive events and competitive judging are inappropriate for Clover Kids.*

*These policies are supported by youth development research conducted with the K-2 age group.*

#### ***E.3.2 Enrollment***

*Any chartered 4-H club may organize a "4-H Clover Kids" group within the club.*

*A school, day care center, community center, neighborhood, or group may sponsor and organize a 4-H Clover Kids group, with the aid of volunteers trained by the county Extension faculty or their designees.*

*Each 4-H Clover Kids member may participate only through organized learning groups under the guidance of qualified and trained volunteer 4-H leaders.*

*Members can be enrolled using individual or group enrollment forms.*

*Clover Kids volunteers must be registered in the county Extension office.*

### **4-H CLUB CHARTER COMPLIANCE**

Club Chartering takes place in June of each year and includes a financial review of current bank statements, check book (including register), current bylaws (including correct disbandment clause), and proposed budget, this must be turned in to the Extension Office by July 1<sup>st</sup>. The financial review will be performed by a panel of 3 non-affiliated persons in time to meet the July 15<sup>th</sup> deadline to upload all paperwork into 4-H Connect.



## Burnet County 4-H Awards

**CERTIFICATES:** 4-Hers who have completed and turned in record books will receive recognition for completion.

**YEAR PINS:** An Achievement Application must be submitted to determine whether a Bronze, Silver, or Gold Pin will be awarded.

**I DARE YOU:** The I Dare You award is offered as recognition of excellence in character, well balanced personal development as well as demonstrated qualities of constructive leadership. The Burnet County Extension Staff will select qualified members for the award.

**OUTSTANDING CLUB AWARD:** This award will be applied for by the club managers and will be awarded to the most outstanding club after all applications have been reviewed by a panel of judges from out of the county.

**4-H SCHOLARSHIPS:** As word is received regarding scholarships, information is printed in the 4-H newsletter, sent by e-mail or by personal letter from Extension Staff. Scholarships include those provided by the Texas Extension Education Association, Texas 4-H Opportunity, Ray Cagle, Wade Hibler, others as announced.

**FRIEND OF 4-H AWARD:** This award will be presented annually, and selection is based on written nominations from 4-H club members or leaders. The person or persons contributing outstanding support to the 4-H program on a local or county level will be selected to receive the Friend of 4-H Award.

**SILVER STAR :** This award will be presented to intermediate age 4-H members who have completed 2 years of 4-H project work. Members must have completed a 4-H Record book, completed an application, completed project in at least 2 project areas, participated in community service and have some leadership or committee work and participated in two (2) of the following: 4-H contests, Educational Presentations, Camps, Leadership Lab, Civic/Citizenship Activities or Public Relation Activities.

**BRONZE STAR:** This award will be presented to junior age 4-H members who have completed 1 year of 4-H project work. Members must have completed a 4-H Record book, completed an application, completed project in at least 1 project areas, participated in community service and participated in two (2) of the following: 4-H contests, Educational Presentations, Camps, Leadership Lab, Civic/Citizenship Activities or Public Relation Activities.

**BRONZE STAR:** *Application will be given out to Club Managers* The Gold Star Award is the highest attainable 4-H award at the county level. A Gold Star quota will be determined by the number of Senior 4-Hers enrolled. **The award recipient will be expected to attend the District Gold Star Banquet.**

### **SELECTION CRITERIA FOR GOLD STAR:**

- The 4-H members must be at least fifteen years of age as of August 31 of the current 4-H year.
- The 4-H member must have completed at least three years in 4-H including the current 4-H year.
- The 4-H member must submit a record book and an application.
- The 4-H member must have completed projects in three different project areas.
- The 4-H member must have exhibited leadership skills by having served as a 4-H officer or committee chair as some level of 4-H organization (club, county, district, state), and /or having served as an Intermediate or teen leader in an activity or project with, or under supervision of an adult volunteer leader.
- The 4-H member must have participated in one or more community service or fundraising activities. Examples include: County Fair BBQ, One Day 4-H, Kids Day Out, Back to School Activities, Concession Stand at Livestock Show.
- The 4-H member must have participated in one or more activities in at least three of the following areas:
  - ✓ Method Demonstration/4-H Presentation
  - ✓ Contests
  - ✓ Projects
  - ✓ Project Exhibits
  - ✓ Camps
  - ✓ Leadership Labs
  - ✓ Citizenship Activities
  - ✓ Public Relations (demonstrations, speeches, poster displays, radio, TV, newspapers, etc.)
  - ✓ Other (includes exchange programs, fund-raising, State and National Congress)

### **NOTE:**

It is not expected that the above requirements for projects and activities all be completed in the current year. They may have been accomplished over the entire period of time that 4-Her has been in the program.

During his/her years in 4-H, the member must have exhibited leadership skills by serving as a 4-H officer (club, county, district, or state), and/or as a junior or teen leader in an activity or project with or under the supervision of an adult volunteer leader.

The 4-H member must have participated in one or more community service activities. Examples are working or counseling with junior 4-H members; participating in community service projects (individual, group or club-type); and motivating other 4-H members through participation in demonstrations, projects and/or exhibits.

The 4-H member must apply with the Burnet County Extension Office, asking to be considered for the award. He or she may be asked to then go through an interview with out-of-county judges and be able to answer questions related to their participation in 4-H as it relates to

the above criteria. The complete, current, up-to-date record-book is submitted as part of the application process.

## Scholarships

### Ray Cagle 4-H Lifetime Achievement Award and Scholarship

The purpose of the *Ray Cagle 4-H Lifetime Achievement Award and Scholarship* is to recognize those 4-H members, who over a lifetime of 4-H involvement have attained premier standards of excellence through the highest level of 4-H involvement in project development, leadership, community service and promotion. The award/scholarship may be given to all qualified applicants without regard to race, color, religion, sex, national origin, disability or genetic information.

### Burnet County 4-H Ag & Natural Resources Achievement Scholarship in Honor of Wade Hibler

The purpose of the *Burnet County 4-H Ag & Natural Resources Achievement Scholarship in Honor of Wade Hibler* is to recognize 4-H members who have held themselves to a high level of standard through leadership, community service, 4-H promotion and project development. The scholarship may be given to all qualified applicants without regard to race, color, religion, sex, national origin, disability or genetic information.

Applications can be found at: <http://burnet-tx.tamu.edu>

### TEEA Scholarship

**Deadline: February 1**

#### **Application Requirements:**

Applicants must meet the following minimum requirements:

An active 4-H club member for the past 5 years - at least 2 years of which must be in Burnet County.

Be an active member of any of the following:

- County 4-H Council
- County 4-H Ambassadors

Accepted to an institute of higher education i.e.: 2 or 4 year college or university, technical school or community college.

Must have maintained a 2.5 average or higher during high school.

Application for the award/scholarship consists of the following:

- ✓ Completed **4-H Record Book** including the current year's work
- ✓ Completed application form
- ✓ Current High School Transcript
- ✓ Interview

Selection of award/scholarship recipients will be made after an interview with out of county judges.

**Project Development Requirements:**

- Maintain at least 3 different project areas throughout 4-H career, including the senior year in high school.
- Completed and turned in 4-H Record Book for county competition at least one year.
- Participated in at least 2 different 4-H contest areas: (L, C, D, S) i.e.:
  - Consumer Decision-Making
  - Food Show
  - Fashion Show
  - Horse Show
  - Livestock Show
  - Share-the-Fun
  - Judging Contest
  - Method Demonstrations/Illustrated
  - Small Bore Rifle
  - Trap and Skeet
  - Applied and interviewed for the County 4-H Gold Star Award.

**Community Service/Citizenship Requirements:**

- ✓ Participated in 4 different community service citizenship activities on local or county level

**Promotion Requirements:**

- ✓ Promoted and/or marketed 4-H programs 4 different times using any of the following:
  - Newspaper
  - Television
  - Speeches/Talks
  - Radio
  - Exhibits

**Leadership Requirements:**

- ✓ Have 4 different elected and/or appointed examples of leadership- i.e. Committee involvement or offices held.
- ✓ Shown leadership other than elected/appointed through 4 different activities: i.e. teaching lessons to younger 4-H members or others or by planning and/or conducting workshops and events.
- ✓ Sought a 4-H office (not necessarily elected) at the county or district level.



Adopted June 2000

**COMMITTEE:**

Ray & Gene Cagle  
Sharon Ryan  
Travis Holfman

Randi Jacoby Blaiszen  
Scott O'Connor  
Julie Zimmerman

Lynette O'Quinn  
Michele Darling  
Jane Parker, CEA-FCS

Louise Lary  
Wade Hibler, CEA-Ag & NR

**Revised: August 2015**

**COMMITTEE:**

Russell Haydon  
Betty Newman  
Debbie Trevino

Guy Taylor  
Esther McMillan  
Lisa Zinz

Linda Wells, CEA-FCS  
Kelly Tarla, CEA, Ag & NR

Revised: October 2016  
Committee:

Russell Haydon  
Michelle Radford  
Shelly Lewis

Kelly Haydon  
Sharon Ables

Linda Wells, CEA-FCS  
Kelly Tarla, CEA, ANR

Revised: March 2019  
Committee: 4-H PAC