

TEXAS A&M  
**AGRI**LIFE  
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PRAIRIE VIEW  
A&M UNIVERSITY  
Cooperative Extension Program

# Bexar County 4-H Newcomer's Handbook



# Bexar County 4-H Newcomer's Handbook

## **Purpose:**

This Handbook was designed to provide 4-H newcomers (adults and youths) with general information about 4-H. This Handbook will help support, expand, and strengthen your knowledge about the Bexar County 4-H Program. 4-H extends equal opportunity for membership and participation in 4-H activities to all Texas youth without regard to socioeconomic level, race, color, sex, religion, national origin, disability or veteran status.

Some of the materials contained in this publication were adapted from the Tarrant County and Waller County Handbooks for the use by Bexar County 4-H.

This Handbook was prepared by Patrice Hertzock-Barnes, Extension Agent (4-H), March, 1996. Special thanks to Iris Kalich, County Extension Agent-4-H, Bexar County, for editing this publication.

*Revised: August 2022 by Kevin Knapick*





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# Bexar County 4-H



## Our Mission

The mission of 4-H is to provide opportunities for youth to acquire knowledge, develop life skills, form positive attitudes, and practice constructive behavior that will enable them to become self directing, productive, and contributing members of society. The Bexar County 4-H program provides the opportunity for youth directed involvement (with adult volunteer supervision) in developing leadership, citizenship, teamwork, and career goals in a positive educational environment.

## Vision of Bexar County 4-H

Bexar County 4-H is a diverse organization where youths and adults from city, suburbs, and rural areas unite and provide knowledgeable leaders to benefit youth in life skills to positively impact the future of our world.

## Bexar County 4-H Values

Developing project skills  
First-hand experience  
Effective interpersonal communication  
Learning to work together  
Volunteerism  
Personal growth  
Honesty  
Sportsmanship  
Goal setting

Building self esteem  
Leadership and citizenship  
Community service  
Environmental stewardship  
Individual initiative  
Fun  
Integrity  
Loyalty

Source: Bexar County 4-H Strategic Planning  
August, 1991

## Bexar County 4-H

3355 Cherry Ridge Dr. S-212 · San Antonio, Texas 78230 · Phone: (210) 467-6575

### ***Congratulations!***

Your family has decided to join the fun and exciting 4-H Program. We want to welcome you and let you know that 4-H is not "all cows and plows"! 4-H members will have many opportunities to experience a wide variety of 4-H activities.

Leadership training is one of the main goals of 4-H. It can start with a new member leading the Pledge of Allegiance at their local club meeting. It can go on to Club and County offices or even District or State. Our goal is to encourage every young person in our program to try just a little more than they think they can do.

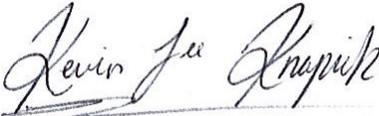
One of the best things about 4-H is that members participate in their own age group. There are opportunities for the older 4-H members to go to State in different events, but County and District events are open to younger 4-H members. In many activities, a 4-H member's work is judged on its own merit—not in direct competition with anyone else's.

4-H Club Managers, adult leaders, and adult volunteers meet three to four times per year on the County level, and all parents and leaders are encouraged to attend.

If you have any questions about 4-H, you can always ask at your 4-H Club meeting which is held once a month. You can also call your 4-H Leaders or the County Extension Agents. We are glad to help.

Take time to review this handbook and make notes of the things you don't understand. Many things will be explained as they come up in the 4-H year. It's never too early to ask questions. Once again, welcome to 4-H!

Sincerely,



Kevin Knapick  
County Extension Agent – 4-H and Youth Development  
Texas A&M AgriLife Extension Service  
Bexar County

# Welcome to 4-H!

As a new 4-H family, you probably have several questions about 4-H. We hope this New Member's Handbook will answer many of those questions.

## What is 4-H?

4-H is the youth development program of the Texas A&M AgriLife Extension Service and Prairie View A&M Cooperative Extension Service. 4-H partners include the United States Department of Agriculture and local county governments. The purpose of 4-H is to provide opportunities for young people to become productive, self-directing, and contributing members of society.

The four "H"s are explained in the organization's pledge (below) which every 4-H member should know:

I pledge

My **Head** to clearer thinking,  
My **Heart** to greater loyalty,  
My **Hands** to larger service, and  
My **Health** to better living for  
my club, my community, my country, and my world.



The 4-H motto is ***"To Make the Best Better"***.

The emblem of 4-H is a green, four-leaf clover with a white "H" in each leaf of the clover.

## **Colors**

The 4-H colors are green and white. Green symbolizes nature's most common color and is symbolic of youth, life, and growth. White symbolizes purity.

## **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 work efficiently.

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 efforts to their fulfillment.

## 4-H Year

Begins September 1 of the current year to August 31.

## What Do You Do in 4-H?

The 4-H method is **Learn by Doing**. Members complete learning experiences called 4-H projects. A **project** is a subject or area of interest that the 4-H member wants to learn more about and **consists of 6 project meetings or learning experiences**. There are more than 40 projects that are supported by project materials, but a member may also choose from other areas. To learn more about what projects are offered in the 4-H program please visit: <http://bexar-tx.tamu.edu/4h-youth-development/4h-projects/>

Youth participate through local 4-H clubs. Clubs are located in schools, military bases, communities, or neighborhoods. 4-H clubs meet in member's homes, churches, schools, community centers, etc. Clubs participate in community service projects, tour interesting places, and take trips to fascinating places. 4-H'ers learn leadership skills by planning club activities and by being officers in their clubs. Older 4-H members act as teen leaders, assisting adult volunteers with projects and activities for younger members.

4-H members also attend camps, contests, and conferences at the County, District, and State levels.

## Types of 4-H Clubs

Boys and girls become 4-H members in Texas by enrolling and participating in any of the following 4-H clubs.

### 4-H Clubs

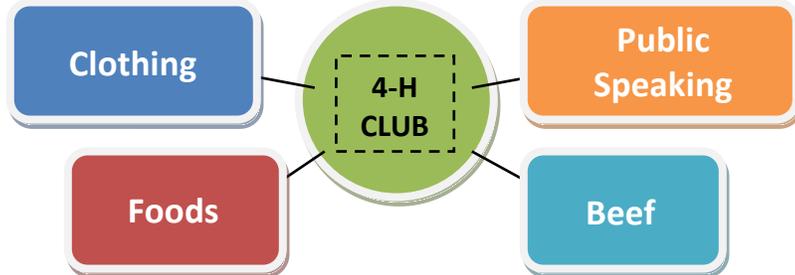
A **4-H club** is an educational/learning unit with **5 or more youth managed by one or more club manager** (We recommend at least 2 managers per club). Each member is enrolled in at least one 4-H project. Projects are taught by project leaders and/or teen/junior leaders and provide at least six project meetings or learning experiences in order to complete the requirements of a project. New 4-H clubs must complete a charter when it is organized, which allows the club the full benefits of the 4-H organization. This includes the use of the 4-H name and emblem and the tax-exempt status of 4-H.



**There are five basic types of 4-H clubs:**

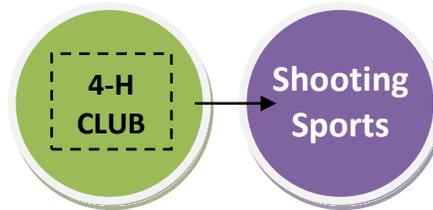
**1. Traditional Club**

Consists of members in a community or neighborhood. Traditional clubs participate in a wide variety of 4-H projects and may contain several projects groups. Traditional clubs are long-term clubs and meet regularly over a period of 9-12 months with one or more club meetings each month.



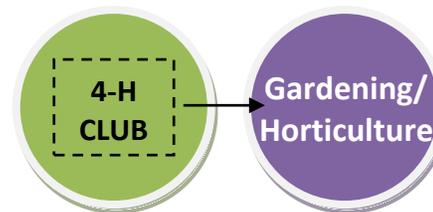
**2. Project Club**

Consists of members in a community or neighborhood conducting the *same project*. Project clubs have one main project area and may conduct other related projects. Project clubs are long-term clubs and meet regularly over a period of 9-12 months with one or more club meetings each month.



**2. Special Interest Club or "SPIN" Club**

Consists of members in a community or neighborhood conducting the *same project*. SPIN clubs differ from Project Clubs in that they are short-term clubs and may be active for only a few months out of the year. SPIN clubs do not require club officers.



**3. School Club**

Consists of members who attend the *same school*. Members attend 4-H club meetings within a school and are managed by teachers or other volunteers. Schools can participate in different projects or the same project.

**4. Military Club**

Consists of members whose parents who are in the military. Members attend 4-H club meetings on the military bases.

# Who's in a 4-H Club?

## 4-H Member

- Any child, age 8 and in the 3<sup>rd</sup> grade to the 12<sup>th</sup> grade
- Attends 4-H Club meetings
- Enrolls online on 4-H Connect and has an ACTIVE status
- Enrolls and completes at least one 4-H project during the year

## Club Manager

- Provides guidance, leadership, and management for a 4-H Club.
- Manages & coordinates executive committee meetings, monthly club meetings, club activities, & club organization.
- Plans yearly club program/activities with officers and club members.
- Promotes cooperation, coordination, and communication between youth & adults.
- Recruits new leaders/members and informs parents about upcoming events in 4-H.
- Provides recognition for members and leaders.
- Publicizes 4-H in community.
- Keeps records and supplies.
- Enrolls online on 4-H Connect and has an ACTIVE status

## 4-H Club Officers

- 4-H youth elected by 4-H Club members each year.
- Plan and conduct all Club meetings and activities.
- Work with club manager to form an executive committee to give overall guidance to the club.
- Enrolls online on 4-H Connect and has an ACTIVE status

## Project Leaders

- Organize and conduct project group meetings and activities.
- Help members select and manage projects.
- Assist members with record keeping.
- Enrolls online on 4-H Connect and has an ACTIVE status

## **Activity Leaders**

- Responsible for organizing and teaching in areas that are not considered projects, such as record books, Share the Fun activities, or method demonstrations.
- Help members and club managers organize and conduct special activities such as special community service projects, club events or activities, National 4-H Week activities, and/or 4-H field trips.
- Enrolls online on 4-H Connect and has an ACTIVE status

## **Junior Leaders/Teen Leaders**

- Junior leaders, age 10 years or older who has been a 4-H member for at least 1 year and who assists adult 4-H volunteers in any aspect of the 4-H program.
- A teen leader is a youth of age 13 to 19 who has 1 year of project experience and who takes responsibility for a project, activity or event.
- Enrolls online on 4-H Connect and has an ACTIVE status

## **Parents**

- Provide support and guidance to 4-H member(s).
- Attend as many activities and club meetings as possible.
- Help member(s) select and conduct project.
- Help member(s) secure finances for project.
- Responsible for member(s) getting to and from meetings and activities.
- Help member(s) keep records.

## **Executive Committee**

- Your Club Executive committee should be comprised of all: Club Managers, Club Officers, Project Leaders, Activity Leaders, and Junior/Teen Leaders. This group should sit down prior to the beginning of the 4-H year and plan the year's activities.

## **County Extension Agents/Support Staff**

- Plan and coordinate educational programs within the County.
- Assist all local 4-H clubs and its members with any questions they may have.



# 4-H Club Meetings

## What Does a 4-H Club Do?

4-H members join together in an organization called a 4-H club. It elects its own officers and conducts its own business. The club has a president, vice president(s), secretary, treasurer, reporter, council delegate, and may have other positions such as historian or parliamentarian.

The club has a business meeting at least once a month with an annual plan for their programs. At this meeting, the group discusses business and makes plans for activities. In addition, each meeting usually includes some kind of special educational program. This could be demonstrations or talks by members, parents or guest speaker.

## A Typical Meeting

The mechanics and procedures of meetings are not complicated. A local 4-H club meeting lasts about an hour and consists of the following parts:

- Inspiration (5 to 10 minutes)
  - U.S. pledge to flag
  - 4-H pledge
  - Inspirational thought, poem, or story
  
- Business meeting carried out using parliamentary procedure (15 to 20 minutes)
  - Roll call
  - Reading and approval of minutes
  - Report of standing and special committees
  - Reports of 4-H activities
  - Transaction of old business
  - Transaction of new business
  
- Program (15 to 20 minutes)
  - Project or activity - talk(s)
  - Demonstration(s)
  - Special program
  
- Recreation and refreshments (20 to 30 minutes)

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Dear 4-H Parent:

You may have heard the statement, "4-H is a family affair." It's true! Every member of the family, children and parents alike, can benefit from belonging to and participating in a community group such as 4-H. Together, the 4-H member and parent can share and learn new experiences. Besides learning about 4-H projects and activities, parents also help youth to learn, understand, and practice the democratic process as the 4-H club functions in the community.

You, as a parent of a 4-H member, are extremely important. Your children need your support, help, and guidance to get the most out of any experience. There is a direct, positive ratio between the interest and support parents give their children and how much a member benefits from the program. Are there ways you can give more support, help, or guidance to them?

Parents are the most important people in their children's lives. No one can do as much for your child as you can. You cannot pay or hire anyone to do the job that a parent can do for free—to care about your child.

We believe that 4-H programs, projects, and activities offer many ways for parents to positively influence their children. We are positive both you and they will benefit from your being involved together in 4-H!

Sincerely,



Kevin Knapick  
County Extension Agent – 4-H and Youth Development  
Texas A&M AgriLife Extension Service  
Bexar County

# Parents: Partners on the 4-H Team

Great youth development programs do not just happen. It takes the combined effort of parents and volunteers along with the guidance of Extension professionals to establish a good 4-H program. 4-H is a team. If this 4-H team is to be successful, then parents must become "regular players", not "bench riders".

## What can you do as a parent?

Through research and experience, a number of positive effects on 4-H, 4-H clubs, and 4-H members can be attributed to active parent participation.

1. It has been found that boys and girls do better club work when parents show their interest.
2. Extending a helping hand to a boy or girl is one of the finest ways you can express positive encouragement to your children or to other youth.
3. 4-H is a family affair offering parents many opportunities to participate in a program with their child and build family unity.
4. When parental support is positive, the chances are good for the club to become stronger, larger, and more active.
5. In clubs where parental support is good, individual club members receive more personal attention and guidance from leaders and parents.
6. Club activities and events will develop and expand with the added support of parents.
7. 4-H has a positive influence on the lives of thousands of boys and girls. This happens only when parents care enough to share their time, efforts, and talents.



# 4-H Projects

## The 4-H Project

The project is the heart of the 4-H program. A wide choice of projects is available for members. Projects are listed on the "Project" section on our website at <http://bexar-tx.tamu.edu> under 4-H & Youth Development. A member or a group can also select an area of interest that is not officially listed as a 4-H project and plan and conduct a project in that area of interest. A total of six learning experiences must be conducted in order to complete a project.

A member may participate in one or more projects each year. 4-H leaders should help their members choose projects carefully and realistically, so that the member is setting reachable goals. Here is a partial list of projects from which to choose.

Beef Cattle	Leadership
Citizenship	Photography
Clothing & Textiles	Public Speaking
Computer Science	Rabbits
Consumer Skills	Sheep
Dog Care & Training	Shooting Sports
Entomology	Swine
Foods & Nutrition	Veterinary Science
Health	Wildlife
Horse Science	...and much more!

Each member chooses a project that fits his or her interests, home situation, and ability. Projects vary in difficulty and cost. Factors to consider when selecting a project include:

## The Member

- What are the member's interests? Many times, a member doesn't really know if he or she would like a particular project without first giving it a try so interest may be stimulated.
- What is the member's age and what are the member's abilities (physical and mental)?
- How much time does the member have and how much time does the project require? What season of the year does most of the activity occur?
- Are the space and equipment available to the member adequate for the project?
- How much will the project cost?

## **The Club or Group**

- How many members of the group wish to take on similar projects?
- Is adult leadership available for each member to have a successful experience?

## **What Does a Project Cost?**

The costs vary depending upon the project chosen. A member enrolled in the foods and nutrition project might use supplies from around the home to practice the skills being learned. A member who buys and raises a horse can expect to invest thousands of dollars. Keep costs in mind as you select your projects. The project must be realistic to your family's situation.

## **Are 4-H'ers Expected to do Their Own Project Work?**

Yes, with the guidance of an adult. 4-H is a "learn by doing" program. Adults may show the member how, but members are expected to learn how to do things themselves.

4-H members may conduct some project work in groups. Working in groups can be fun, and the members get the experience of helping each other. Most projects call for some work to be done by the individual member, and each should learn to do things for themselves.

## **How are Projects Conducted?**

Projects learning experiences are conducted through various activities and events such as:

1. Regular 4-H club meetings (project talks, demonstrations, etc.)
2. Project group meetings
3. Tours/field trips to local businesses or entities related to your project
4. Family activity at home
5. Individual work toward project goals
6. Record keeping of project activities

## The Project Group

Members should have the opportunity to participate in group learning and peer teaching since sharing skills and experiences often provides them with greater learning opportunities. Group participation also can motivate members to follow through with commitments. Usually, members are involved in group learning through their participation in a project group.

Most clubs will have several project groups, but sometimes when there are five or less members enrolled in a project, the club may not offer a particular project. If that's the case, some project areas will have countywide project meetings or activities held. Meeting dates and places are announced in the monthly "Upcoming 4-H Events" email. If a particular project is not offered at your club, you may contact the County Extension Office to gather more information on how to start that project in your club and/or participate in the project on your own (See Self Determined Projects below).

## Self Determined Projects

Projects are not limited by the materials available from 4-H. For example, a member may be interested in model airplanes. Members should discuss such projects with their leader or the County Extension Agent. Together, you can create a program with steps and goals that will make learning about the project fun. The 4-H member must be prepared to report on the progress and to record his or her accomplishments.

## Age Divisions

There are four age divisions in 4-H:

Clover Kids	Ages 5 through 8
Juniors	Aged 8 <u>and</u> in 3 <sup>rd</sup> grade through 5 <sup>th</sup> grade
Intermediate	Grades 6 <sup>th</sup> through 8 <sup>th</sup>
Seniors	Grades 9 <sup>th</sup> through 12 <sup>th</sup>

Camps, projects, events, and activities in 4-H are designed to fit the abilities and interests of these age groups. 4-H members can look forward to new and different experiences as they get older.



# 4-H Contests & Events

4-H holds many contests & events to give members a chance to display their skills and measure their knowledge. Participation in contests is optional. Winners of most county contests advance to District and State contests. State winners may be selected for Regional or National competitions. Information about contests is e-mailed to the 4-H membership in the monthly “Upcoming 4-H Events” email. Some 4-H contests include:

## 4-H Roundup

During 4-H Roundup, members combine the knowledge they have gained in their projects and their skills in public speaking. Presentations are an integral part of the 4-H program. They are an effective tool for teaching young people how to organize their thoughts and present their ideas and themselves. There are three categories of presentations:

Educational Presentation: a 6-to-12-minute speech where members address emerging or current issues in a pre-selected subject matter area. Contestants are encouraged to research emerging and/or current issues to develop current and new presentations. The skills and knowledge used in any 4-H contest should be the result of experiences in a project in which the member has participated. 4-H members compete as individuals or club groups in a variety of categories.

Public Speaking: a 5-to-7-minute speech where members should select a topic that relates to current events, youth issues, or other topics related to youth. The presentation should serve to persuade others regarding a particular issue or concern. 4-H members compete as individuals.

Share-the-Fun: Provides a chance to develop talent, leadership, and confidence, as well as wholesome recreation. 4-H members compete as individuals or club groups in a variety of categories (singing, dancing, drama or poetry).

## 4-H Food Show & Food Challenge

4-H Food Show & Food Challenge gives members a chance to demonstrate their culinary skills and knowledge acquired in the Foods & Nutrition project. Both events integrate public speaking skills as part of the contest to encourage youth to practice their skills.

Food Show: Participants pre-prepare a dish at home and present it at the Food Show. Dishes fall into four categories: Protein, Fruit & Vegetable, Breads and Cereals, Grains, and Dairy.

Food Challenge: Teams of 4-H members create a dish using only a predetermined set of ingredients. From these ingredients, team members must identify and prepare a dish, then make a presentation about it to a panel of judges. Dishes fall into four categories: Main Dish, Fruit & Vegetable, Breads & Cereal, and Nutritious Snacks.

## **4-H Fashion Show**

The 4-H Fashion Show is a contest open to 4-H members who have completed a Clothing & Textiles project. Participants can compete in five different events:



**Fashion Show:** Participants must choose between two divisions: Construction or Buying. Construction division requires that the member sew their garment, and have it fit under one of these four categories: Everyday Living, ReFashion, Semi-Formal/Formal, or Theater/Costume. The Buying division requires that members purchase an outfit that fits into one of the following categories: Business/Interview Attire, Fantastic Fashion under \$25, Semi-Formal/Formal, or Special Interest. 4-H'ers present to a panel of judges how they constructed/or decided to purchase their outfit and how it fits into their respective category. Members also show off their outfit by modeling what they have made or purchased during the Fashion Show at the end of the contest.

**Natural Fibers Contest:** The Natural Fiber Contest provides an opportunity for Senior 4-H members to exhibit the skills learned related to Cotton and Wool/Mohair. The Natural Fiber Contest has two categories: cotton and wool/mohair. The garment selected can be constructed or purchased. A complete outfit, except for a blouse or shirt under the garment, is made of the eligible fashion fabric. A panel of judges will evaluate and score the entries based on their paperwork and interviews.

**Fashion Storyboard:** The Fashion Storyboard is an industry-inspired method of displaying original designs. The best storyboards create vivid visual images that “tell the story” of the designer’s idea. The storyboard includes original illustrations and flats, as well as additional inspiration materials. Storyboards must fall under one of the following categories: Wearable, Accessory, Jewelry, Non-Wearable or Pet Clothing.

**Duds to Dazzle:** Teams of 4-H members create a brand-new garment from a recycled clothing item provided to all teams. From that recycled clothing item, team members must create a new garment that fits into a pre-selected category they are assigned before the contest. Afterward the team must present their creation to a panel of judges. Garments fall into three categories: Wearable, Accessory/Jewelry, or Non-wearable.

**Textile Show:** Participants may enter the Textile Show by constructing any item from fabric or textile material (ex: crochet, needlework). Entries may be garments that are *not entered in the Fashion Show*. Items may be constructed as an accessory to a garment, and can be from a pattern, kit, or original design. Textile categories include: Jewelry, Household item, Kitchen item, Accessory (non-jewelry), Embellished item, and Holiday textile item.

## **Consumer Decision Making**

4-H members can participate individually or as a team in this contest. 4-H members study and compare the relative qualities and prices of a set of items to determine which offers the best value for the money (Ex. Blue jeans, CD players, used cars). Each year the items change, but this judging contest teaches members how to be smart consumers and get the most for their money.

## **Photography Contest**

4-H Photography Contests encourages self-expression and allows youth to demonstrate skills learned in the photography project, including the use of photographic equipment and process of photographs.

## **Judging Contests**

4-H Judging Contests are popular competitions that many 4-H clubs take part in. Judging contests vary. Members can judge livestock, meats, range/soils, or insects. If you take the time to learn a few basic steps judging can be an enjoyable and challenging activity. There is so much more to judging than simply putting animals or items in the same order as the official judge. Judging in 4-H helps us to: develop confidence, communicate, make decisions, evaluate and learn.

## **Stock Shows**

4-H members have the opportunity to show their animals they have raised at various stock shows in Texas. This is an excellent opportunity for members to earn money for college as well as show off the hard work they invested in their animal during the year. Additionally, stock shows will often have contests similar to 4-H for kids to participate in for scholarships. Food Show, Consumer Decision Making, and other judging contests are often a component of many stock shows.

## **Horse Show**

4-H members demonstrate their horsemanship skills by participating in various Western, English, and Speed events. Older 4-H members can demonstrate their skills in training horses by participating in the Yearling Halter and two year-old Western Pleasure futurities.

## **Quiz Bowls**

A contest of knowledge similar to a quiz show, but all of the questions and categories are about a project area (Ex. Horse Quiz Bowl, Nutrition Quiz Bowl). Youth are provided with a study of sample questions to study in advance. Youth compete in teams of four.

## **Record Books**

Record books are records of what a member has learned and accomplished in a 4-H project. Members submit their completed record books to the 4-H office, where they are judged by outside volunteers with other members in the same category and age group. Each member receives a medal at the county awards program for completing a record book, and the winners in each category advance to District competition. Record books are an excellent way to teach youth how to keep records and allows them to record progress toward achieving their goals.

# County Awards

4-H members completing a 4-H Recordbook during the year are eligible to apply for several county awards. Awards are offered in age category and are judged based on their application. Applications for these awards can be found on our county website: <http://bexar-tx.tamu.edu> under 4-H & Youth Development. These awards are presented at the annual County Awards Program in August. These awards include the following:

## 4-H Member Awards

**4-H Club Rookie Award** – Awarded at the club level, this award is presented to first-year 4-H members who really tried to experience 4-H by completing community service projects, completing a Recordbook, and must have prepared a demonstration or talk on their project or make an exhibit about their project. Each club will decide how many Rookie awards to give out. Awarded based on submission of 4-H Club Rookie application form found in the Awards & Recognition Handbook.

**Junior 4-H All Star Award** - Awarded at the club level, this award is presented to 4-H members in grades 3, 4, or 5 of the current year. Awarded based on specific criteria and submission of the "Junior All Star Award" application form found in the Awards & Recognition Handbook.

**Intermediate 4-H All Star Award** - Awarded at the club level, this award is presented to 4-H members in grades 6, 7, or 8 of the current year. Awarded based on specific criteria and submission of the "Intermediate All Star Award" application form found in the Awards & Recognition Handbook.

**Senior 4-H All Star Award** - Awarded at the club level, this award is presented to 4-H members in grades 9, 10, 11, or 12 of the current year. Awarded based on specific criteria and submission of the "Senior All Star Award" application form found in the Awards & Recognition Handbook.

**Year Pins** - Awarded at the County level, this award is presented to 4-H members who participated during the current 4-H year and completed a Recordbook. Awards are based on the submission of a 4-H Recordbook.

**County Award Medals** - Awarded at the County level, this award is presented to 4-H members for outstanding 4-H project work. Awards are based on the submission of a 4-H Recordbook.

**4-H Outstanding Rookie of the Year Award** – Awarded at the County level, this award is presented to one first-year 4-H members *per club*. The member must submit a completed 4-H Recordbook. Each club is eligible to select one (1) 4-H member to receive the "Outstanding Rookie of the Year" award.

**Method Demonstration Proficiency Award** - Awarded at the County level, this award is presented to 4-H youth who have participated in County 4-H Roundup of the current year. Nominees must have given their educational presentation or skit to 5 different audiences (Not including County/District/State Roundup). Awarded based on submission of Method Demonstration Proficiency application form found in the Awards & Recognition Handbook.

**I Dare You Award** - Awarded at the County level, this award is presented to recognize 4-H youth who have demonstrated integrity, balanced personal development, and a willingness to assume responsibility; must be a high school Junior or Senior. Submission details for I Dare You are found in the Awards & Recognition Handbook.

**Bronze Star Award** - Awarded at the County level, this award recognizes outstanding achievements by 4-H members 11 to 12 years of age. The Bronze Award will prepare young 4-Her's to apply for the Silver Star Award in upcoming years. Submission details for Bronze Star are found in the Awards & Recognition Handbook.

**Silver Star Award** - Awarded at the County level, this award recognizes outstanding achievements by 4-H members 13 to 14 years of age. The Silver Star Award will prepare young 4-Her's to apply for the Gold Star Award in upcoming years. Submission details for Silver Star are found in the Awards & Recognition Handbook.

**Gold Star Award** - Awarded at the County level, this award is the highest level of recognition a 4-H member can achieve. A 4-H member may only be awarded a Gold Star once in their 4-H career and will be recognized at the District Gold Star Banquet. The Gold Star award recognizes outstanding achievements made by senior 4-H members. Gold Star applicants must complete a full application found in the Awards & Recognition Handbook as well as complete an interview.

## **Adult Volunteer Awards**

**Award of the Clover** – Awarded at the County Level, this Award is presented to recognize 4-H Volunteers and their contribution to the Bexar County 4-H Program (based on years of service: 5, 10, 15, 20+); must be enrolled as a 4-H Volunteer.

**Gift of Time Award** - Awarded at the County Level, this award is presented to individuals, partners or local businesses that recognize the spirit of volunteerism in the local community. 4-H clubs and County 4-H Adult Volunteer Association can nominate one individual, partner, or local business who has supported Bexar County 4-H.

**Texas 4-H Alumni Award** - Awarded at the State Level, awards are presented to individuals who have completed a highly successful 4-H career and who have distinguished themselves in service to others in their adult lives. A club or individual may nominate individuals.

# Scholarships

## **Texas 4-H Foundation**

The Texas 4-H Foundation oversees a scholarship program that awards over \$1 million annually in college scholarships. To apply, graduating high school senior members who have actively participated in 4-H and are planning to attend a Texas college/university. Applicants must meet a set minimum score on the SAT/ACT test and meet a set GPA requirement for some scholarships awarded by Foundation. Texas 4-H Foundation Scholarship applications are due in January.

## **Bexar County 4-H SALE Scholarship**

The Bexar County 4-H program is incredibly fortunate to receive money from the San Antonio Livestock Exposition and provides graduating seniors an opportunity to earn scholarship money toward their college education. The Bexar County 4-H SALE scholarships are awarded each year to applicants based on their 4-H career (Current year's Recordbook serves as the application), and an interview.

## **Bexar County Horse Leaders Association Scholarship**

The Bexar County Horse Leaders Association Scholarship is designed to recognize 4-H members who have participated in the 4-H horse project and who have gained and demonstrated knowledge and skills in the principles of horsemanship. Graduating high school Seniors are eligible to apply.

## **Bexar County Association for Family and Consumer Science Education Scholarship**

The Bexar County Association for Family and Consumer Science Education presents scholarships to 4-H members who have actively participated in 4-H. Graduating high school Seniors who are recognized for outstanding projects, leadership, and citizenship activities are eligible to apply.

## **Bexar County Junior Livestock Show**

Bexar County Junior Livestock Show presents scholarships to graduating high school senior members who have actively participated in 4-H and exhibited an animal at a stock show.

## **San Antonio Stock Show & Rodeo and the Cooperative Extension Program of Prairie View A&M University**

San Antonio Stock Show & Rodeo and the Cooperative Extension Program of Prairie View A&M University presents scholarships that are for outstanding economically disadvantaged and minority students that are seeking a Bachelor of Science degree at Prairie View A&M in an agriculture related or life science career and who participate in 4-H & Youth Development Programs in the State of Texas.

There are many times when scholarships are offered throughout the year, and they will be announced in bi-weekly newsletters as well as posted on our website: <http://bexar-tx.tamu.edu>

# 4-H Terminology

**4-H Online**- online system in which families enroll and register 4-H members and adult leaders. 4-H Online will also record important contact information and can be accessed at <https://v2.4honline.com/>

**4-H Camps** - offers hands-on learning experiences in leadership, project skills, and recreation. Bexar County conducts day camps for a nominal fee. District or Statewide camps are open to 4-H members and will be advertised throughout the year in weekly email reminders.

**4-H Club** - a chartered 4-H group of at least 5 youths, +1 or more adult volunteers. Clubs typically have a monthly meeting and can be organized in a variety of ways. (See Pg. 7)

**4-H Club Officers** - members of a local 4-H club elected by the membership of the club to serve a one-year term. The usual officers include president, vice-president, secretary, treasurer, reporter, and council delegate; however, additional officer positions can be added for larger clubs.

**4-H Emblem and Colors** - the 4-H club emblem is a green four-leafed clover with the letter "H" in white on each leaf. The four "H's" stand for Head, Heart, Hands, and Health. White is for purity. Green is nature's most common color and is symbolic of youth, life, and growth.

**4-H Leader** - an adult volunteer who works with 4-H club members. Leaders can consist of Club Managers, Project Leaders, Activity Leaders, or adult volunteers with the club. (See Pg. 8-9)

**4-H Membership Age** - 8 years old and in the third grade through age 18.

**4-H Project** - a subject or specific topic taught by a project leader. It is taught through a series of 6 educational learning experiences. Separate project meetings can be held at other times than when the 4-H club business meetings are held. 4-H members are required to complete at least 1 project during the 4-H year.

**4-H Recordbooks** - a record of the 4-H member's accomplishments. Recordbooks may be entered in competition at the County level. Completion of a record book is required to apply for many 4-H awards.

**4-H Year** - September 1 to August 31 of the following year. All 4-H members must re-enroll in a club in September to remain active.

**Club Managers/Adult Volunteers** - adult volunteer leaders whose purpose is to facilitate and assist in planning club and county-wide 4-H events.

**Community Service Project** - an activity conducted by a 4-H member for the benefit of the community.

**County Awards Program** - held to recognize members, adult volunteers, county winners and partners of 4-H. Typically held in August.

**County 4-H Awards & Recognition Handbook** - a handbook which gives specific information and details of all 4-H awards. It is available from the County Extension Office.

**County 4-H Council** - a council composed of two elected delegates, usually the President and Council Delegate, from each organized 4-H club in the county. Its purpose is to plan and coordinate activities and events on a county-wide basis. Two elected county delegates represent Bexar County on the District 10 4-H Council.

**County 4-H and Youth Development Committee** - a committee composed of 4-H members, volunteer leaders, and other community leaders which are responsible for reviewing the overall youth situation in the county and making recommendations and developing plans for expanding the 4-H program throughout the county. If youth or adults are interested in joining the committee, they may contact their County Extension Agent.

**County Extension Agent** - an employee of Texas A&M AgriLife Extension Service who specializes in either agriculture, family and consumer sciences, 4-H and youth development, horticulture, or urban development. The "4-H Agent" manages the 4-H program in the county.

**County Extension Agent with Cooperative Extension Program of Prairie View A&M University (CEP)** - an employee of the Cooperative Extension Program of Prairie View A&M University who specializes in either agriculture, family and consumer sciences, or 4-H and youth development. Our primary thrust is to provide limited-resource clientele with research-based educational information, but not at the exclusion of others who are also in need of our services.

**District 10** - 12 Texas counties make up District 10. The District Headquarters is located at the Texas A&M University Research and Extension Center in Uvalde, Texas.

**Intermediate** – 4-H member in 6<sup>th</sup>, 7<sup>th</sup> or 8<sup>th</sup> grade.

**Junior** – 4-H member who is 8 years of age and in the 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> grade.

**Junior/Teen Leader** - Assists project leaders in teaching projects, assists younger members, and recruits new members to 4-H. (See Pg. 9)

**Leader Trainings** - workshops, usually taught by County Extension Agents, Extension specialists or local resource persons for the purpose of teaching subject matter information to adult leaders and volunteers.

**Method Demonstration**- individual or team presentations given by 4-H members. Demonstrations may be presented at county, district, or state Roundup. Refer to the Texas 4-H Roundup Guide for specific rules and categories.

**National 4-H Center** - located in Chevy Chase, Maryland, near Washington, D.C. Operated by National 4-H Council, the center is an educational facility that can provide lodging for over 700 people.

**National 4-H Council** - chartered as a non-profit organization with the sole purpose of supporting and complementing the 4-H program and activities of the Cooperative Extension Service.

**National 4-H Shop** - a service of National 4-H Council that supplies 4-H clubs and members with 4-H T-shirts, backpacks, cups, notepads, jewelry, and other 4-H items. Items may be purchased from Shop 4-H, which is available online.

**National 4-H Week** - held the first full week in October. Provides the opportunity to increase public awareness and understanding of 4-H.

**Roundup** - a competitive event held on County, District, and State levels. 4-H members participate in public speaking, method demonstration and Share the Fun contests.

**Scholarships** - scholarships are available to graduating 4-H members meeting the minimum criteria for application. The state scholarship program is administered by the Texas 4-H Foundation. County scholarships is administered by the County Extension office.

**Self-Determined Project** - a project area in which a member is interested, but there is not a project guide available. Extension agents, leaders, and parents work with the member to set goals and objectives and plan learning experiences to complete the project.

**Senior** – 4-H member in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade.

**SPIN Clubs/Special Interest Club** - conducted for special interest groups and meets for only the length of time necessary to complete the objectives of the program. The groups are organized without formal structure and usually disband at the end of the project.

**4-H Teen Leadership Connection** - TLC is Cooperative Extension Prairie View 4-H program designed to teach youth 4-H and life skills in concentrated areas of conflict resolution, diversity, leadership, 4-H, social skills, drama and finearts, and cultural awareness.

**Texas 4-H Center** - a camp facility owned and operated by the Texas 4-H Foundation on the shores of Lake Brownwood (12 miles north of Brownwood, Texas). The Center includes a conference center with 22 motel-style rooms, 10 dormitories that can accommodate 300 persons, as well as a lakeside pavilion. Extension training programs and 4-H camps and retreats are conducted year-round.

**Texas 4-H Council** - consists of two 4-H delegates from each of the 12 Extension districts. They help plan and carry out many statewide events such as 4-H Roundup and Texas 4-H Congress.

**Texas 4-H Volunteer Leaders' Association** - a statewide organization consisting of two delegates from each of the 12 District Adult Leaders' Associations.

# 4-H Policies

**Membership** - 4-H members must be enrolled in a 4-H club and complete one 4-H project per year. 4-H members may participate in a different county than the county they reside in IF a 4-H member lives near a county line, and it is easier to participate in the neighboring county. 4-H membership cannot be held in more than one county or state. 4-H members can join more than one club within their county.

**Clover Kids** - Youth who have enrolled in kindergarten on September 1 and have not enrolled in the third grade. Clover Kids may participate in any 4-H project offered through regular 4-H programs. Clover Kids projects may be exhibited at some 4-H events. No judging or placing is permitted.

**School Absences** - The Texas Education Agency (TEA) recognizes 4-H as a legitimate extracurricular organization, and members may apply for excused absences to participate in 4-H activities. An academic "Eligibility Form" can be requested from the county office at least two weeks prior to the event you are participating in. You will need to have it completed by the school principal or counselor. Return the form to the County 4-H Office.

**No Pass-No Play** - Because TEA recognizes 4-H as a legitimate extracurricular organization, 4-H must abide by all the rules of House Bill 72. This means that a 4-H member must be passing all subjects in order to participate in competitive 4-H events. This rule applies even if the event is on a weekend and does not require an excused absence from school. At least two weeks prior to the event, the 4-H member should obtain an "Eligibility Form" from the 4-H Office and have it completed by the school principal or counselor. Return the form to the 4-H Office no later than the requested due date.

**Reimbursement for District and State Contests** - 4-H members qualifying to represent Bexar County in District and State 4-H Contests are eligible to have their registration fees paid for or reimbursed by the Bexar County 4-H Council. To be eligible, members must always follow the 4-H Code of Conduct during the events. In some instances, upon returning home, members must write a thank-you letter to the contest sponsors and submit a copy of the letter to the County 4-H Office. Your fees will be reimbursed to you or paid for by the Bexar County 4-H Council based on the approved county budget. Bexar County 4-H Council budget is updated every year based on fundraising and available funds.

**Policy on Late Entries**- The Bexar County 4-H program strives to provide a fair and honorable system which allows all children the equal opportunity to participate in our programs. We instate and enforce deadlines in order to provide each child the same amount of time to complete his/her paperwork, and help our Bexar County 4-H office run efficiently. Please be sure that families are aware that there are NO EXCEPTIONS for late entries by our office. Deadlines can be found on our website <http://bexar-tx.tamu.edu> under the 4-H Calender page, 4-H Events & Contests Page, and our bi-weekly 4-H Membership newsletter.

## *References*

District 10 4-H Handbook, Texas Cooperative Extension, 2003-2004

4-H County Management Guide, Texas Cooperative Extension, 2003

4-H Club Manager's Guide, Texas Cooperative Extension, 2003

Texas 4-H Clover Handbook, Texas Cooperative Extension, 2004

Managing 4-H Membership Units - Agent's Guide, Texas Cooperative Extension, 2002



# EXPLORE EXPERIENCE ACHIEVE

*Extension programs serve people of all ages regardless of socioeconomic level, race, color, sex, religion, disability, veteran status or national origin. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating. A member of Texas A&M System and its statewide Agriculture Program.*