



## 4-H Tip Sheet February 2008

[View the Entire Kansas 4-H Calendar](#)

### **Deadlines:**

Jan 16-22 SpaceTech Educators' Workshop Late Registrations Due  
Feb 1 Kansas 4-H Ambassador Workshop Registration Due  
Feb 15 all Wichita Garden Show Registrations are Due  
Feb 20 Strengthening Clubs Registration Due  
Feb 25 Shooting Sports Instructor Certification Workshop Registration Due  
Feb 23 Landon Center on Aging Calendar photos Due  
Mar 20 Multi-County Photography Workshop registration Due  
Apr 1 KSF Entry collection ideas Due  
Apr 4 Basic 4-H Operations Training Registrations Due  
Apr 15 Strengthening Clubs Registration Due

### **State 4-H Program Rally**

Thanks to each of you that attended the State 4-H Program Rally. It was two days filled with great interaction and new information. A special thanks to our sponsors, The Kansas 4-H Foundation, Epsilon Sigma Phi and the Farm Credit Associations of Kansas. If you would like to send a note of appreciation, our Farm Credit guests and their addresses are as follows.

Janet McPherson and Ruth Wege

2401 N. Seth Child Road

P.O. Box 1807

Manhattan, KS 66505-1807

Brian Creager

1221 East 12th Avenue

P.O. Box L

Emporia, KS 66801-735049

Ed Frye

7940 W. Kellogg Dr.

PO Box 12800

Wichita, 67277-2800

The Kansas 4-H Foundation and Board of Trustees address is as follows:

Kansas 4-H Foundation

116 Umberger Hall

Manhattan, KS 66506

The committee will be meeting soon to go over evaluations and make recommendations for the future. Committee members were: Beth Hecht -Leavenworth County, Ross Mosteller-River Valley District, Beth Hinshaw –SE Area, Andrea Burns-Ford County, Tara Solomon-Neosho County, Rod Buchele-SW Area, Aliesa Woods-Post Rock District, Deryl Waldren-NW Area, Diane Mack -NE Area and Pam Van Horn-State 4-H Office.

[Hinshaw](#)

#### **Kansas State Fair Entry Collection Processes**

We are looking for a better way for Extension Offices to collect entries from 4-H members who qualify to exhibit at the state fair. Do you have a check list, a sign up sheet, a card system or something else that works really well in your county to determine who wants their exhibit to go on to the state fair? Some Extension Offices simply enter every exhibitor who qualifies; knowing that not all exhibitors will want their project to go to Hutchinson. Obviously that doesn't help department chairs prepare for judges, display space, ribbons, etc. Before we add 9 year old exhibitors at the state fair in 2009, we need a better way to anticipate the number of exhibits coming to the fair.

Please share your entry collection system or ideas (including any forms or sample lists you use) by e-mailing them to [ks4hreg@ksu.edu](mailto:ks4hreg@ksu.edu) We would appreciate your suggestions by April 1 so there is time to review submissions and share them with everyone before the fair season starts.

[Wiebers](#)

#### **4-H Camp Preparation**

As you prepare for 2008 be sure to use the 2008 Camp Theme....Catch the Camping Bug! Thanks to the Camp Action Team for selecting and designing a graphic for you to use.

Check the 4-H Web Page for graphics: <http://www.Kansas4-H.org/Camping/Default.htm>  
[Van Horn](#)

#### **Blue Ribbon Training Sessions**

Basic Enrollment

Wednesday, January 30 2:00-3:00pm

Thursday, January 31 10:00-11:00am

This conference call training session (offered two different times) will teach new users the basics of enrolling 4-H members, leaders and other 4-H and Extension contacts. We will also cover creating and maintaining club codes, project codes, activity codes, award codes and tracking VIP registrations. Register on-line at:

<http://www.Kansas4-H.org/Register/>

Reports and Exports

Wednesday, February 6 2:00-3:00pm

Thursday, February 7 10:00-11:00am

This conference call training session (offered two different times) will teach users how to extract various reports including address labels, statistics, various lists, and filtering and exporting data using the member query. Register on-line at:

<http://www.Kansas4-H.org/Register/>

[Wiebers](#)

**2008-2009**

### **2008 Kansas 4-H Ambassador Training**

The 2008 Kansas 4-H Ambassador Training will be held Friday evening, February 22, and run through Saturday afternoon, February 23, at Rock Springs 4-H Center. The workshop is for all Kansas County or District 4-H Ambassadors, their adult advisors, and Extension staff.

This year's training includes Barrett Smith, motivational speaker, plus mixer and specific training sessions for advisors and hands-on workshops for ambassadors. Participants will also experience a dance, movie and games on Friday evening.

Youth workshops and presenters:

Cool Things to Do with Kids – Amanda Lott and Michelle Koenig

True Colors – Libby Curry

4-H: What It Is, and Where It Came From – Barrett Smith, Nathan Stitt and Adam Knepper

Fantastic 4-H Event Planning – Andrea Schmidt

Presenting Yourself Well and Interview with the Media – Eric Atkinson and Rhonda Atkinson

Promotional Tips 101 – Staci Woodcock and Jake Pannbacker

Basic Web Site Design – Neal Wollenberg

County Planning, Angela Lindquist, facilitator

Adult Advisors Only

“So What Do I Do Now?” - David Lott, facilitator

Advisors’ Question and Answer Roundtable – David Lott, facilitator

Advisors’ Panel Discussion – David Lot, facilitator

The registration fee for the training is \$75.00 due to the Kansas State 4-H Office by February 1, 2008. A late registration fee of \$85.00 will be accepted from February 2-7, 2008. Local Extension Offices determine who may attend this workshop, and the final local registration deadline. Please contact your local or district Extension office for further details and for questions about registering or contact Deryl Waldren at 785-462-6281 or e-mail [dwaldren@ksu.edu](mailto:dwaldren@ksu.edu). Visit: <https://4hyp-ts.oznet.ksu.edu/wconnect/ace/home.htm> to register on-line on the Kansas 4-H system.

For information about the event, visit:

<http://www.kansas4-h.org/Events/Ambassador/>.

[Waldren](#)

**Strengthening Club Training - March 6 & April 22**

Need resources to train your club leaders? Please join us as we focus on providing resources to strengthen 4-H clubs. The purpose of the training is to strengthen your capacity to work with volunteer adults and youth to develop and support strong, effective clubs. Two training sessions will be offered: Thursday, March 6 at Pottorf Hall in Manhattan, Kansas and Tuesday, April 22, at the William Carpenter Building in Scott City, Kansas. Training sessions will begin at 9:30 a.m. and conclude at 3:15 p.m.

Participants will receive a notebook of resources and ideas to share with your club leaders. Cost to attend is \$25 which includes materials and lunch.

Register Online by February 20, 2008 (for March 6) and April 15, 2008 (for April 22).

For more information, go to <http://www.kansas4-h.org/Events/Strengthening4-HClubs.htm> or contact your Area 4-H Specialist.

[Mack/Buchele/Hinshaw/Waldren](#)

**Kansas 4-H Shooting Sports Instructor Certification Workshop**

March 28-30, 2008, Kansas State Fairgrounds, Hutchinson, Kansas

The dates for the Spring, 2008 Kansas 4-H Shooting Sports Instructor Certification Workshop are March 28, 29 and 30 at Hutchinson, Kansas. Again this Spring, a Jr. Apprentice Certification Workshop is being offered for those youth who are 14 through 18 years old as of January 1, 2008, and have participated in and completed at least one year in the Shooting Sports project. The workshop starts on Friday evening at 6 pm and concludes on Sunday afternoon at approximately 2 pm. Check-in is from 6 to 7 pm on Friday. Only full time participants will be allowed. The cost is \$190.00 which covers refreshments at breaks, project material handouts, and meals from Saturday breakfast through Sunday lunch. Participants will be responsible for their own dinner on Friday night. The registration fee for a Junior Apprentice will be \$95.00. Registrations are due in the State 4-H Office by 5 PM on Monday, February 25, 2008. Complete information and registration forms may be found at the Kansas 4-H Shooting Sports homepage:

<http://www.Kansas4-H.org/ShootingSports/Default.htm>.

[Strong](#)

**Application Deadline for International Exchange Group Chaperones Near**

All applications to chaperone 4-H teens to Australia, Costa Rica, Finland, Japan or Norway must be in Seattle **February 1**. If you know of anyone planning to apply, contact Mary Kay Munson at 785-238-3631 immediately because interviews must be completed and references collected in time to for all the documents to reach Seattle by February 1.

[Munson](#)

**Host Families for Summer International Exchanges**

Kansas 4-H families may apply to host teens (15-18) from Costa Rica, Finland and Japan for one month this summer on programs administered for Kansas 4-H by the States' 4-H International Exchange Programs. For hosting Costa Rican 4-S members and Finnish 4H members, applications must be submitted through Kansas Coordinator Mary Kay Munson and are **due in Seattle March 1** or until all exchangees are placed. Japanese placements are handled through Kansas host counties under Rose Scott's coordination. Kansas also expects to host IFYE representative from Germany, Austria, Norway and perhaps Taiwan. They will be placed with several families each for about three weeks between late June and December depending on their arrival dates and length of stay. IFYE placements are assigned here in Kansas. Applications to host are posted on the 4-H web site [www.Kansas4-H.org/worldcitizenship](http://www.Kansas4-H.org/worldcitizenship). Applications require two references (forms on the web site) and an in home interview. We appreciate the assistance of agents and IFYE alumni in conducting in home interviews. Contact Mary Kay Munson for information at [munsonm@nqks.com](mailto:munsonm@nqks.com) or 785-328-3631. [Munson](#)

**Hosts Sought for Japanese High School Students**

Japanese students who have spent a month with an American 4-H family have the opportunity to apply for a few placements in the U. S. as year-long high school students. Yeong-Soo Lee is currently living with the Dan and Teresa Frieb family and a Barton County 4-H'er. We hope we have placed a girl and boy for 2008-09, but additional families are needed to provide hosts for Japanese students since a state's 4-H administration cancelled the program after committing to host. If you know of anyone who might like to explore this opportunity, send their contact information to Mary Kay Munson, 785-238-3631 or [munsonm@nqks.com](mailto:munsonm@nqks.com). If we know of their interest in January, we can request a student who matches more closely the family, but let Mary Kay know of interest after that date, as well. [Munson](#)

**Eight 4-H Teens and Alumni Approved for International Travel in 2008**

After completing scheduled state interviews December 8 and weather-delayed makeup interviews on January 5, seven current 4-H members are approved to travel this summer under the Kansas administration of States' 4-H International Exchanges and one alumna has been approved for the IFYE Representative Program. Country assignments will not be confirmed until after February 1 when applications are submitted to the States' Exchange, but the 4-H'ers, counties and their first choice of countries are as follows:

Australia:

Shayla Lowry, Geary  
Bonnie Murphy, Harper County, Oklahoma  
Shelbie Smith, Edwards

Costa Rica:

Steuart Helsleigh, Jefferson

Finland:

Samantha Baumann, Osage  
Lindsay Kallenbach, Stevens

Japan:

Kathleen Wilson, Geary

Genna Gehrt, Wabaunsee County 4-H alumna and K-State student is approved as an IFYE Representative and accepted for 6-8 weeks in Germany next summer

[Munson](#)

**International Exchange Orientation and IFYE Gathering February 29-March 1 in Salina**

Orientation has been scheduled to all of the Kansas-Sponsored Outbound Exchange delegates on February 29 in the evening and March 1 in Salina. The location has not been confirmed as of this writing. All 2008 delegates are expected to attend both days. In addition, anyone interested in international exchanges is welcome to attend the Saturday evening dinner and program when 2007 delegates will be welcomed home and report on their travel experiences. The 2007 travelers include: Emily Schneider (Austria and Germany); Martha Schneider (Sweden and Norway); Liz Ford, Joe Kondziola, Shannon Layne, and Rhys Young (Japan); Erin Carroll (Finland); and Kathryn Zalenski (Australia). The program will also include a send off for the 2008 delegates listed above.

Contact Alison Guthrie at 620-357-8473 or [alisonsguthrie@gmail.com](mailto:alisonsguthrie@gmail.com).

[Munson](#)

### **Windows to Asian Cultures Curriculum Available for Pilot**

We have received a set of 24 units of a comprehensive curriculum on several Asian cultures targeted to third-eighth grades prepared by Youth Development Educators in University of Illinois Extension for pilot. The subject matter relates to China, Japan, Korea, India, The Philippines and Vietnam. Lesson plans are appropriate for 4-H meetings, workshops or school classes. Each is experiential and value-driven with targeted life skills and pillars of character identified. Learning and Social Emotional Standards for Illinois and National Learning Standards have been coded for each lesson. Anyone interested in piloting these lessons is expected to **complete the pilot this spring and return reports for each lesson piloted to Illinois Extension by May 31**. Contact Mary Kay Munson if interested at [munsonm@nqks.com](mailto:munsonm@nqks.com).  
[Munson](#)

### **4-H News Writing Award Winners Announced**

Five 4-H news writing award winners were selected for outstanding news writing abilities. The judging was based on clippings submitted in a reporter's notebook. Each reporter won the reporter's book contest in his or her Extension unit before submitting their books for state competition. The awards are sponsored by Montgomery Communications of Junction City as a participant in the Patron Sponsor Program of the Kansas 4-H Foundation.

The winners are: Sara Doyle, Sumner Co.; Brock Enneking, Meadowlark Dist-Seneca; Cale Heiniger, Brown Co.; Jacob Keener, Walnut Creek Dist-LaCrosse; and Megan Roberts, McPherson Co.

Extension units wanting to participate in this recognition must submit their outstanding Reporter's Book to the State 4-H Office on or before November 1, 2008.

[GERHARD](#)

## CHARACTER COUNTS!~ February Can Be "Caring" Month

Caring is one of the Six Pillars of Character taught in CHARACTER COUNTS! The symbol for Caring is the heart and its color is red. So it matches the season as Valentine's Day as well as American Heart Month are in February! The guidelines for Caring Pillar of Character include: Be Kind; Be Compassionate and Show you Care; Express Gratitude; Forgive Others; and Help People in Need. Adults, especially 4-H leaders, can promote caring in children by:

Demonstrating love and affection by giving time, attention and praise.

Encouraging the awareness and expression of feelings.

Teaching children to think of the impact their conduct will have on others.

Encouraging and modeling caring, empathy, charity and service to others.

Caring adults do not forget to encourage or praise children. Nor do they permit a child to hurt others with harmful statements and behaviors. They don't allow children to become numb to the pain and suffering of others. In your 4-H club/group in February you may want to choose one of the following activities in consideration of the Caring Pillar of Character:

Describe something you did to help someone today.

Tell each member something you appreciate about them

Describe a time when you forgave someone for a mistake even though it was difficult.

List something you are willing to do for someone else this week that demonstrates caring.

Describe a time when you gave something away to help someone else.

Describe a time in the last week when you helped someone else.

*"Life's most persistent and urgent question is, 'What are you doing for others?'" Martin Luther King, Jr.*

GERHARD



### 4-H Discovery Days Class/Tour Leaders and Spirit Leaders Needed!

<http://www.Kansas4-H.org/Events/DiscoveryDays/>

4-H Discovery Days will be June 3-6 and for the first time in several years, will not conflict with the State FFA Convention. We are expecting larger numbers than usual and consequently we'll need more classes and tours than usual!

**We still need Classes and Tours!** Have you thought of a class or tour that would be really fun? You don't even have to be the one to do it if you can twist someone else's arm! Please submit a proposal form ASAP! The current deadline is 5:00pm February 1 (or until we have enough spaces to offer 700+ delegates). Delays in getting enough classes and tours lined up will cause delays in getting registration information out on time, so your assistance is greatly appreciated!

**Discovery Days Spirit Leader applications** are posted on the Discovery Days web page. Due to the increasing number of delegates at Discovery Days the need for Spirit Leader is growing as well to accommodate those delegates. If you know youth who haven't applied to be a Spirit Leader, please urge them to sign-up! If you have youth who have applied, they should try to get at least one of their 4-H friends to apply! The deadline for the applications has been extended to February 1 and applications are online at the 4-H website. Jessie Furnish [jfurnish@ksu.edu](mailto:jfurnish@ksu.edu)



[Wiebers](#)

**Last Call for Kansas 4-H SpaceTech Educators' Workshop**

The Kansas 4-H SpaceTech Action Team and K-State Research and Extension are sponsoring the third annual SpaceTech Educators' Workshop on Saturday, February 9, at the K-State Salina campus, 8:00 a.m. – 5:15 p.m. The workshop is for Extension staff, community 4-H club leaders, project 4-H leaders, teens from 13-19-years-old, and educators working with 4-H and other youth programs. No youths 12-and under will be accepted in 2008. For complete details about the 2008 workshop, visit the Kansas 4-H web site: <http://www.kansas4-h.org/Events/SpaceTech/Default.htm>.

Cost for the one-day event is \$55.00 and registration is due immediately. **A late registration of \$65.00 will be accepted from January 16-22, 2008.** The registration fee covers two in-depth workshops, lunch, breaks, and materials. Registration is open on the Kansas 4-H registration web site. Visit: <https://4hyp-ts.oznet.ksu.edu/wconnect/ace/home.htm>. Workshops will be offered in astronomy, aviation, robotics and rocketry. Participants will select two of eight in-depth workshops offered. For questions you may contact Deryl Waldren at 785-462-6281 or e-mail: [dwaldren@ksu.edu](mailto:dwaldren@ksu.edu).

[Waldren](#)

**WANTED: State 4-H KAA and Scholarship Judges**

March is Kansas 4-H Award Application (KAA) time at the state level. We are still in need of volunteer and Extension staff to judge KAA's. As in the recent past, KAA judging will take place across the state, in each Extension area. The dates are:

- Northeast Area-Monday, March 17
- Northwest Area-Tuesday, March 18
- Southwest Area-Wednesday, March 19
- Southeast Area-Friday, March 20

State 4-H Scholarship judging will take place on the KSU campus in Manhattan on Tuesday, March 25.

I recognize that with the early Easter holiday and Spring Breaks there will be some conflicts but would very much encourage you to help. Judging begins at 9 AM and concludes at 4 PM. Your lunch will be provided. Please return the form (Enclosure 4) that was sent to Extension Offices with Area Screening and State KAA Judging information in November. We hope to hear from you by February 1, or as soon after as possible.

[GERHARD](#)

02-2MM-HZCOK

**Volunteer Development**

Keeping Today's New Volunteer

Steve McCurley, (Internationally recognized expert in Volunteer Development) says "Avoid the Black Hole, do not let new volunteers volunteer then do nothing.". When new volunteers volunteer, carefully explain the time line and screening actions (VIP) and keep them informed. McCurley says, "Get them doing something in the first month. If you miss this window their success rate will be diminished." He further says "nobody volunteers to fail". We need to be sure we do not set them up to fail.

While there is a delay incurred using the VIP process, you can still give the sense of involvement by providing some general 4-H information and some specific information about the role they are volunteering for. The November/December 4-H Journal is full of resources that would serve this purpose. Give new volunteers a copy of it and ask them to read it. Then get the VIP process going right away.

[Buchele](#)

**Volunteer Development Training Opportunity, April 2, Iowa**

Steve McCurley (see above), an internationally-known trainer and speaker in the field of effective volunteer involvement will be presenting to Iowa Extension on April 2. His topic will be on recruitment and retention of new volunteers. Steve is one of the guru's in the field of Volunteer Development. Kansas has been invited to send folks to his presentation. Please contact me for more information or to get on the list. We will be having a group attending.

[Buchele](#)

**VIP Online Orientation Update**

Over 160 volunteers from counties and districts all over Kansas have been enrolled in the Online 4-H VIP Orientation Class. If you have not used this option, I encourage you to take advantage of this resource, particularly if you have someone who could not attend your orientation meeting.

If you want to take a look at the site and review the course just go to K-State Online <http://public.online.ksu.edu/> and sign in using your K-State eid and password. Most agents are already enrolled. If you are enrolled in the class it will appear as an option. If you are not, then contact [ks4-hvip@ksu.edu](mailto:ks4-hvip@ksu.edu) to get enrolled. To enroll volunteers send their name and e-mail address to [ks4-hvip@ksu.edu](mailto:ks4-hvip@ksu.edu). We will enroll them and send them (with a cc to you) directions to take and complete the class.

Kansas 4-H policy is that a volunteer cannot work with youth through 4-H until they have completed the VIP process and been appointed by the local Extension Unit Board. The online option is a very timely way to complete the orientation requirement.

[Buchele](#)

**Kansas Association of 4-H Volunteers**

Publicity and Promotion Consultant Wanted

The Kansas Association of 4-H Volunteers is recruiting for a Consultant to do Publicity and Promotion for the Volunteer Association. This is a paid opportunity. The tasks for the consultant include maintaining the membership and mailing list, doing a quarterly newsletter and maintaining the Association website. This can be done from most anywhere (with internet access) and would be great for a college or grad student or home based person. First screening will start shortly after Feb. 1. Please help by letting folks know of this opportunity.

For the announcement follow this link: <http://www.kansas4-h.org/Volunteer/Association/KA4-HVPandPCconsultantannouncement.pdf>

For more information on the Association, click here: <http://www.kansas4-h.org/Volunteer/Association/>

[Buchele](#)

**Volunteer Development Conference - Advance notice**

Hold November 4 - 5, 2008 for the Kansas Extension Conference on Volunteerism sponsored by the Volunteer Development Program Focus Team. The theme will be Foundations of Volunteer Management and Next Generations Volunteers. Dr. Jim Rutledge, former State 4-H Leader in Oregon will present the keynote his presentation will be on "Getting Agents and Volunteers on the Same Page". More information will be out soon, for now hold the dates and be sure it is on your professional development plan. See you at Rock Springs November 4<sup>th</sup>.

[Buchele](#)

### **Youth Council Elections**

Congratulations to the 2008 State 4-H Youth Leadership Council Officers. Elections were held at their retreat in early January.

President – Shane Oram, Franklin County

Vice President – Andrew Dempewolf, Decatur County

Secretary – Hope James, River Valley District

Upcoming Youth Council sponsored events include: Citizenship in Action – February 17-18, 2008, Campference – June 8-11, 2008 and the Kansas Youth Leadership Forum – November 21-23, 2008.

[Hinshaw/Wiebers](#)

### **A Message from your 2008 State 4-H Youth Leadership Council President**

As the new year kicks off, so does a new Kansas State 4-H Youth Council. The best and brightest youth leaders from around the state made their way to the Youth Council Retreat January 5-6, where I, Shane Oram, was elected as the 2008 Kansas State 4-H Youth Council President. At Rock Springs, we got acquainted with each other and started to bond as a team. The ideas started flying as the council started discussing our goals and vision for the upcoming year and how to positively impact the youth of Kansas as well as the communities in which they live in.

Once divided into committees, the council worked on ways to improve Kansas Youth Leadership Forum, Citizenship In Action, and Campference. Each committee came up with ingenious ideas on how to allow delegates to get the best out of the event and maximize their leadership, citizenship and life skills and, most importantly, have FUN. A major goal for the Council this year is to reconnect with the county and local levels. To reach these goals, we set some aggressive steps that will benefit youth and adults alike. When divided into areas, we picked “partner” counties that each council member was responsible for. These council members will serve as a link between the State Council and county units. State Council members are eager to get out into the counties and meet kids throughout Kansas. Some activities we brainstormed that counties might benefit from having state council members at were: County Council/ Club meeting, County Fair, Achievement Night, or/and Special Activities. So if you have an event you would like a state council member at, PLEASE let Justin Wiebers, Beth Hinshaw or me know and we will gladly work something out with you!

The State Council is excited to bring another great year of 4-H activities to Kansas and will strive to make the best BETTER whenever possible.

Bleedin’ Green

Shane H. Oram

President, 2008 KS4-HYC

[Oram](#)

### **4-H Policy Document Revised 2008**

The newly revised 4-H Policy document was distributed at 4-H Program Rally. If you did not attend, please see your Area 4-H Specialist for a hard copy. The document is available at <http://www.kansas4-h.org/Agents/Policies.htm>

[Mack](#)

## Agents Resource Library

<http://www.Kansas4-H.org/Resources/Library/>

The Agents Resource Library was developed for 4-H agents to share and receive credit for curriculum resources they have developed. In a time when 4-H agents are concerned with working smarter; not harder, this site will endeavor to serve as a place where agents can share lesson ideas they have developed, and utilize lessons developed by other agents.

If you have a lesson plan, flyer, publication, etc., you would be willing to share, please e-mail it to Justin Wiebers at [jwiebers@ksu.edu](mailto:jwiebers@ksu.edu). Documents will not be altered or modified before being posted, and file format will be left to the discretion of the person submitting. [Wiebers](#)

## CURRICULUM CORNER

1. National Curriculum Pre-press order coming in March.

Possible new titles offered:

- Computer Power Unlimited
- Food, Culture and Reading
- Alternative Energy
- Environmental Science

2. National Materials Directory to be launched in April. Check it out at: [www.4-hdirectory.org](http://www.4-hdirectory.org)

- Four ways to search for materials
- Four types of materials will be listed
  - \* 4-H Individual Project Curriculum
  - \* 4-H Curriculum for Groups
  - \* 4-H Volunteer/Professional Development Materials
  - \* 4-H Resources (3 types)
    - Rapid Response Materials
    - Grab & Go's (single activities, ice breakers, etc.)
    - Guides (Supports for other materials)

[Adams](#)

## Strengthening Clubs I

Just a quick reminder of the Strengthening Clubs I training coming up April 22<sup>nd</sup> at Scott City. This is a great training for new Agents to build a foundation for supporting strong 4-H Clubs. This training will also be of great value to experienced Agents who want a refresher in supporting clubs. Cost is \$25 and includes program materials and notebook, lunch and snacks. Register on line at [www.Kansas4-H.org](http://www.Kansas4-H.org) by April 15. The information flyer is at: <http://4-h.k-state.edu/Events/Strengthening4-HClubs.htm>  
[Buchele/Hinshaw/Mack/Waldren/Van Horn](#)

## **Strengthening Clubs II**

Let's make 4-H Club meetings a place where members, leaders and parents are excited about learning! As it take a village to raise a child...it takes members, leaders and parents to have an effective club. Strengthening Clubs II digs deeper into ideas of building a strong club leadership structure, involving all ages of membership, and learning to mentor club officers. Enhance your knowledge and skills for training and supporting the local volunteers. Strengthening Clubs II is 9:45 a.m.- 3:15 p.m., Thursday, April 24, McPherson County Extension, 600 W. Woodside. Cost is \$25 which includes lunch, snacks and materials. Registration may be found at <http://www.kansas4-h.org/Events/Strengthening4-HClubs.htm>. Previous participation in Strengthening Clubs I is required. Contact Rod Buchele, Deryl Waldren or Pam Van Horn for more information.

[Van Horn](#)

## **4-H Participation Form and Health Insurance Portability and Accountability Act (HIPAA)**

Questions have arisen concerning the 4-H Participation Form and the Health Insurance Portability and Accountability Act (HIPAA). The following fact sheet was written after researching HIPAA and procedures other State 4-H Programs follow. The fact sheet has been reviewed by the K-State University Attorney.

### **Kansas 4-H Participation Forms & the Health Insurance Portability and Accountability Act (HIPAA)**

1. Kansas 4-H does not fall under, and therefore is not bound by the Health Insurance Portability and Accountability Act (HIPAA) for the follow reasons:
  - a. Kansas 4-H is not a health insurance provider;
  - b. Kansas 4-H does not provide health services for a fee; and
  - c. Kansas 4-H does not act as a clearing house for health programs, insurers, or programs.
2. Even though Kansas 4-H is not bound by the Health Insurance Portability and Accountability Act (HIPAA), the law does have important implications for how medical information is shared within the 4-H program including camps. The information recorded on the participation form should be considered with the same respect as "Protected Health Information" is considered under HIPAA, which protects all "individual identifiable health information". Therefore, 4-H leaders should make all reasonable efforts to see that:
  - a. Only authorized individuals have access to health, medication, and related information.
  - b. Kansas 4-H Participation Forms and related health information is securely filed to prevent casual access.
  - c. Training is provided to professionals, volunteers and staff (including camp personnel and chaperones) regarding the importance and process of protecting and respecting the privacy of privileged and sensitive health information.

### **Steps for Handling Kansas 4-H Participation Forms:**

All persons involved with the Kansas 4-H Participation Forms will be informed of the importance of protecting and respecting privacy of each individual.

Original signed copies of the Kansas 4-H Participation Forms must be kept in a file or notebook which can be accessed only by Extension staff and authorized individuals.

Copies may be made and distributed to Club and Project Leaders and chaperones for emergency purposes. Club Leaders, Project Leaders and chaperones are encouraged to keep Kansas 4-H Participation Forms in a notebook or folder to reduce risk of

information being distributed. Notebook or folder should be available at all 4-H events. For traveling, copies are provided to chaperones and drivers for emergency purposes preferably in a notebook or envelope to reduce risk of information being distributed. During camp, Extension professional(s) may provide camp counselors with the general medical needs of campers (i.e. camper needs to visit nurse before bed rather than listing camper's name with specific medications.) Chronic medical needs (such as diabetes, asthma, or hemophilia) should be made known to (i.e. event coordinator, camp counselor, chaperon, etc.). The document may also be found on the 4-H Web Page at [http://www.kansas4-h.org/Forms/Participation/Van Horn](http://www.kansas4-h.org/Forms/Participation/VanHorn)

### **Revised ATV Safety Leader's Guide**

The revised ATV Safety Leader's Guide has received the "Reviewed and Recommended Seal" and is now available for sale! Revisions include the addition of the following: Optional pre and post evaluation; "Preparing Parents and Other Caregivers" handout; "Tips on Talking with Parents and other Adults" lesson; information on new categories of ATVs intended for operators under 16 years approved by The American National Standards Institute in July 2007; updated CPSC statistics (2005); "Parent Packet" (including tips, sample waivers, etc.); and new graphics. The revised guide is available for \$10.00 and can be purchased at the 4-H Mall: <http://www.4-hmall.org/detail.aspx?ID=781107>  
**ADAMS**

### **Basic 4-H Operations Training**

Basic 4-H Operations Training will be held April 14 & 15 in Manhattan. We invite you to attend this training where we share critical information for handling 4-H managerial issues that may and often do arise.

Basic 4-H Operations training begins at 1 p.m. on Monday, April 14 and goes through 5 p.m. on Tuesday, April 15. This training is part of the New Agent Training Cycle, but anyone in the system that would like a refresher course is welcome.

Topics to be addressed include: 4-H Financial Management, VIP, Accountability to the 4-H mission, Learning through Events, Risk Management, Program Planning, Program Management and more.

Cost to attend is \$20 payable to the Kansas 4-H Foundation. Please contact Diane Mack [dmack@ksu.edu](mailto:dmack@ksu.edu) by April 4 if you plan to attend.  
[Mack/Hinshaw](#)



## 2008 Wichita Garden Show 4-H Horticulture and Photography Events

Event information and registration forms for the The Wichita Garden Show 4-H Horticulture Judging Contest (March 8, 2008) and the Wichita Garden Show 4-H Photography events (March 8 & 9, 2008) are available on the Kansas 4-H Website under "What's Hot".

Registration forms are due February 15 and must be received prior to the deadline to receive discounted gate tickets. Registration forms and payment for discounted tickets for both contests should be mailed to Eric Otte, Sedgwick County Extension Office, 7001 W. 21st. St. No., Wichita, KS 67205-1759. All discounted tickets, along with directional maps, will be mailed to County/District Extension Offices following pre-registration.

The Horticulture Judging Contest plant list and publication list are available on the Kansas 4-H Website. No changes have been made to the lists since 2007.

[Neier/Hinshaw](#)

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### Wichita Garden Show 4-H Photography Extravaganza

The annual 4-H Photography Extravaganza will be Friday evening, March 7th and Saturday March 8th at the Wichita Garden Show. Information will be on the web at [www.kansas4-h.org](http://www.kansas4-h.org), What's Hot or at:

<http://www.wichitagardenshow.com/photography.html>. Discount tickets to the Garden show will be \$2.00 and only provided for those who register by Feb. 15, 2008.

Judging classes from past Garden Shows and State Fair judging contest are online at: <http://www.kansas4-h.org/actionteamPhotography/judging/judging.htm>

They would be useful for judging practice.

A great slate of activities are planned for participants including; youth photography workshops, adult workshops (including a mini judging contest), the Photography Judging Contest, and the very special opportunity to take photos of the Garden Show exhibits after the general public has left the show, late the evening of March 7th. Participants can then enter their four best photos in the Garden Show photography contest. Participants do not have to be enrolled in the photography project to participate.

Otte/[Buchele](#)

### Multi-County Photography Workshop

The Shawnee County 4-H Photography Group will be sponsoring a Multi-County Photography Workshop and Photography Judging Contest, April 6, 2008 at the Auburn Community Center. The Photo Judging Contest starts at 11:30 am and the Workshops start at 1:00 pm. A food concession will be available. Cost is \$1.00 for the judging contest and \$5.00 for the workshops.

Information is available at: <http://4-h.k-state.edu/Events/Photo/2008/Multi-CoPhotoWrkshp4-08.pdf>

Registration is due March 20th.

[Buchele](#)



**Photography Judging Assistance**

The 4-H Photography Action Team has developed sample judging classes using some of the 4-H Traveling Photo display photos. These classes (including problem classes) are available for short term loan to counties/districts who wish to conduct training/practice for photo judging. Please contact me to schedule this.  
[Buchele](#)

**Digital Photography Contest**

The 4 H programs in Illinois and northeast Missouri are inviting all youth, ages 8-18 years old to produce their own digital photography, digital audio, digital video or mixed media production that demonstrates your abilities with digital media of all kinds. Top entries may be used in various promotional products throughout the region and prizes will be awarded. Select your own theme and message. Show the world your imagination and creativity! Click on this link:  
<http://extension.missouri.edu/4hdmc/>  
[Buchele](#)

**Photo Adventure Camp 2008**

"Haul Your Freight to Photo Camp 2008!!!!"  
June 20, 2008 registration from 11:00-12:00. NO lunch served.  
June 23, 2008 Dismissal from Hilltop at 10:30 am.  
Camp will be all digital and may include some video.  
Scholarships for first time campers (limit of 5), parent/child combo discount of \$50.00 off the parent registration (limit of 5), children of deployed servicemen/women can attend camp for scholarship price (\$75.00-proof of deployment required-no limit) Cost is yet to be determined, but will be close to last year's fee of \$150. Full information and registration will be up on  
[www.kansas4-H.org](http://www.kansas4-H.org) by Feb. 1. See "What's Hot".  
[Buchele](#)

**Input Needed on Proposed Kansas 4-H Award Portfolio (KAP)**

Participants at the recent 4-H Program Rally received an early view of the first draft documents coming from the Kansas 4-H Records/KAA Taskforce. These items will be posted to the intranet for Extension staff review in mid-January. An e-mail to the counties listerv will notify you of each posting. In order to complete our tasks, the taskforce needs the thoughtful input from our local Extension Units. You may certainly share these items with volunteers but they will not be available on a public website. Be looking for an e-mail that directs you to the intranet location. Our comment period will be open through February 29, 2008. Trainings will be held across the state in late April and early May for Extension staff.

[GERHARD](#)

**New Marketing Item - 4-H Clover Table Tent**

Hot off the press! The 4-H Marketing Action Team has created a 4-H Clover Table Tent for you to use in your marketing efforts. The item is listed as follows on the April Publication Order Form: 4-H Clover Table Tent. Promote 4-H with this 4-H Clover Table

Tent. This green and white, two sided table tent is 10.5" high x 17" wide. Delivered flat, scored for folding. Cost is 96 cents each.

Our team is looking for additional members. If you are creative and have a passion for creating marketing items to help recruit new 4-H members, this team is for you. E-mail me at [dmack@ksu.edu](mailto:dmack@ksu.edu) if you are interested.

4-H Marketing Action Team/[Mack](#)