



Kenosha County 4-H Program Guide

2016 - 2017





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October 2016



Dear Kenosha County 4-H Family:

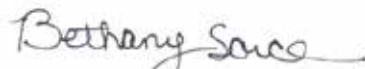
On behalf of our community of 4-H members, families, volunteers, and UW-Extension staff, we would like to thank you for your interest in the Kenosha County 4-H program. 4-H is the nation's largest youth development organization, reaching more than 7 million youth in urban neighborhoods and rural farming communities. Fueled by university-backed curriculum, 4-H members engage in hands-on life skills learning while becoming involved in a number of fun activities in the areas of science, healthy living, and food security. With the support of families and adult leaders, 4-H members learn important life skills and make long-lasting friendships by participating in our program projects, events, and activities.

You can now sign up for 4-H online. It is easy and will allow you access to your family's 4-H records. See the Enrollment section for instructions.

All 4-H members join one of our local communality clubs. Clubs typically hold monthly meetings, where they plan and organize throughout the year, including meeting agendas, speakers, demonstrations, outings, community service events, and much more! Members interested in becoming further involved in 4-H become club officers. Becoming a club officer provides a great opportunity for youth to take leadership in the planning of events and special projects. In addition to participating in club meetings, 4-H members also enroll in a wide variety of projects. Kenosha County 4-H's most popular projects include arts & crafts, horse, fishing, foods, rocketry, and many others. Projects are led at the club level, county-wide level or through independent study.

Some of the hands-on and fun projects 4-H members get to do include sewing, cake decorating, fishing, dog obedience, or raising an animal, which members learn through project work. With the help and support from adult leaders, youth also learn valuable life skills such as leadership, communication, teamwork, and cooperation

We look forward to working with you in the future!

A handwritten signature in cursive that reads "Bethany Sorce".

Bethany Sorce
4-H Program Assistant

What is 4-H

4-H is a positive youth development organization that empowers young people to reach their full potential. A vast community of more than 7 million youth and adults working together for positive change, 4-H enables America's youth to emerge as leaders through hands-on learning, research-based 4-H youth programs and adult mentorship, in order to give back to their local communities.

4-H prepares young people to step up to the challenges in their community and the world. Using research-based programming around positive youth development, 4-H youth get the hands-on real world experience they need to become leaders. Young people who are a part of 4-H have the opportunity to explore all types of science, health, and citizenship programming delivered through 4-H clubs and camps, as well as afterschool.

4-H is the youth development program of the United States Department of Agriculture National Institute of Food and Agriculture and the Cooperative Extension System of the nation's land-grant universities. Wisconsin 4-H is a program of the University of Wisconsin-Extension in partnership with state, federal and county government in each Wisconsin county.

In a safe and enriching environment, 4-H brings youth and adults together to learn everyday skills with hands-on learning. Working on activities from animal and plant sciences to robotics, 4-H'ers learn problem-solving skills that can make a positive impact upon their community. 4-H helps youth:

- meet the diverse challenges of today's world
- build self-confidence
- learn responsibility
- make positive decisions

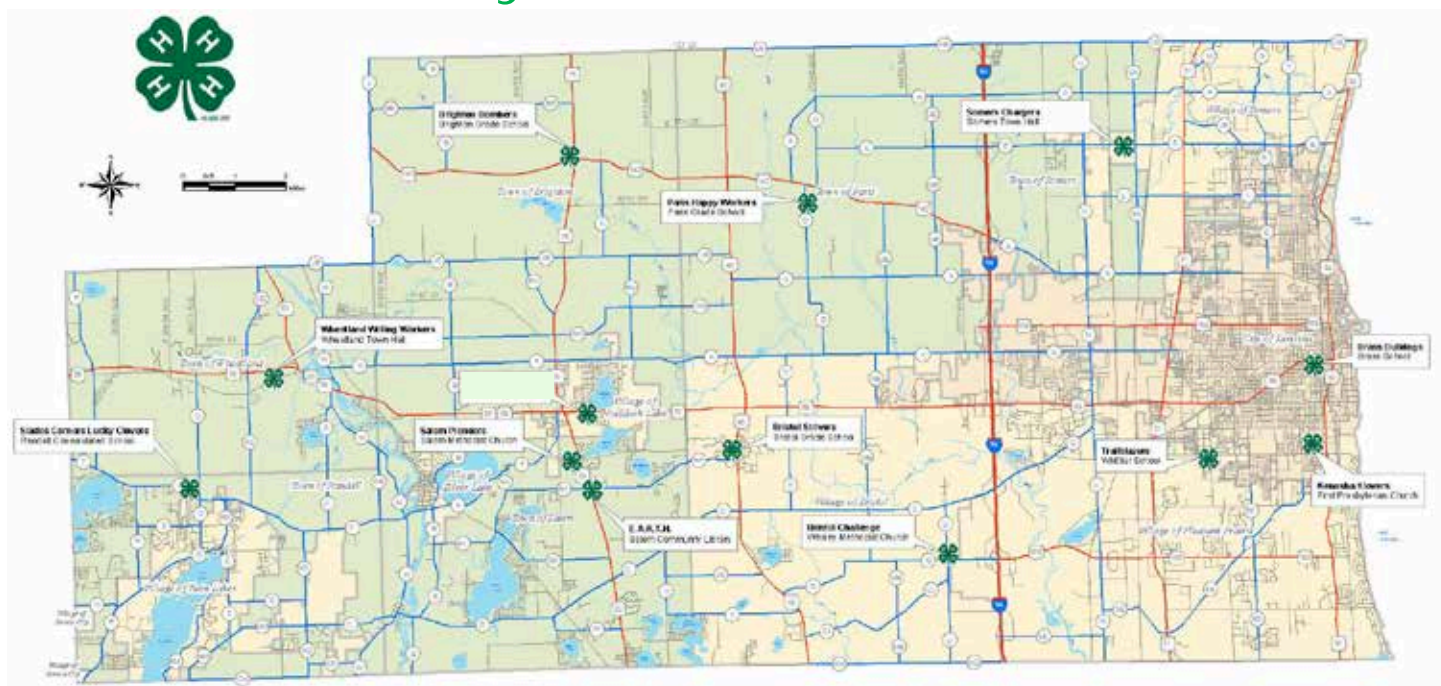
In Kenosha County, anyone who is in kindergarten to one year past high school graduation can join a local 4-H club and become a 4-H member.

What do 4-H members do?

4-H clubs meet once a month to discuss club and project goals, and to do fun activities. Members can help out in their local communities as volunteers and youth leaders. 4-H members also participate in out-of-state trips and international exchanges, conduct scientific experiments, have parties, create artwork, camp out and enjoy other outdoor experiences, or take care of an animal.



Kenosha County 4-H Clubs

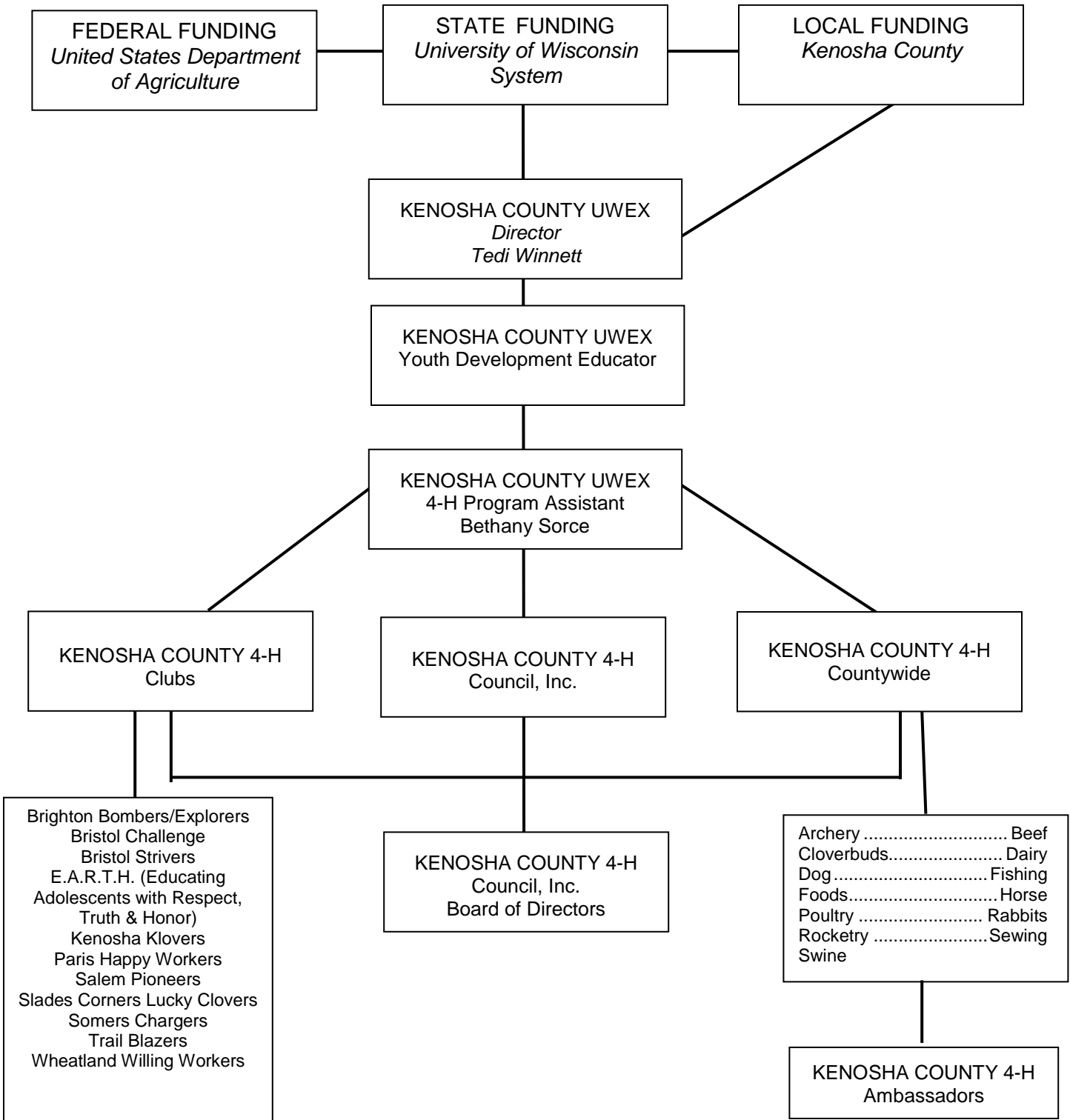


Name of Club	Meetings	Contact Person(s)	Phone Number
Brighton Bombers/Explorers	1 st Monday, 7 pm Brighton School Cafeteria	Kim Springer	(262) 878-0321
Bristol Challenge	1 st Tuesday, 7 pm Wesley Methodist Chapel on U Other places October, April, May	Kelly Slagle Regina LaForge	(815) 847-8244 (262) 577-1920
Bristol Strivers	1 st Tuesday, 7 pm Bristol Grade School		
E.A.R.T.H. Adventurers	1 st Monday, 1 pm Community Library, Salem	Heather Boeckenstedt	(262) 537-2609
Kenosha Klovers	1 st Tuesday, 6:30 pm First Presbyterian Church in Kenosha	Erika Behling	(262) 818-3126
Paris Happy Workers	2 nd Monday, 7 pm Paris Elementary School	Jane Weis	(262) 206-7003
Salem Pioneers	2 nd Monday, 7 pm Salem Methodist Church	Sue Grulich	(262) 843-2508
Slades Corners Lucky Clovers	2 nd Monday, 7 pm Randall Grade School	Dorothy Runge-Asboth Kim Diedrich	(262) 767-9977 (262) 877-3092
Somers Chargers	1 st Monday, 7 pm Somers Town Hall	Stacey Overley Hannah Baker	(262) 515-5543 (262) 818-1668
Trail Blazers	1 st Friday, 7 pm Whittier Elementary School	Wendy Haugstad	(262)697-9264
Wheatland Willing Workers	1 st Thursday, 7 pm Wheatland Town Hall	Lori Harpster Jeanette Epping	(262) 758-4014 (262) 537-2958



KENOSHA COUNTY 4-H

Organizational Chart



4-H Emblems and Symbols

Emblem:

The national 4-H emblem is a four-leaf clover with the letter “H” on each leaf. The official emblem is displayed here and must always be used with the U.S. Congress designation.



The Four H’s:

The four H’s stand for **Head, Heart, Hands, and Health**. These four H’s represent the four-fold training and development in which members participate. This meaning of the four H’s is clearly given in the pledge below.

Pledge:

4-H members should learn the national 4-H pledge.

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 Colors:

Green and White are the 4-H colors. The white background of the flag symbolizes purity. The green 4-H emblem is nature’s most common color in the great outdoors, and green is also the color of springtime, life, and youth.

Slogan:

“Learning By Doing”

Motto:

The national 4-H motto is: *“To Make the Best Better.”*

Websites

Kenosha County 4-H: <http://www.kenoshacounty4h.org>

Wisconsin 4-H website: <http://4h.uwex.edu/>

National 4-H Council website: <http://www.4-H.org>

National 4-H Supply website: <http://www.4-hmall.org>

On-Line Enrollment: <https://wi.4honline.com>



4-H Terms

4-H Membership

Youth beginning in 5K through one year beyond high school graduation and not to extend beyond the age of 19 at the time of enrollment are eligible to join 4-H.

4-H Year

The 4-H year starts on October 1st and ends on September 30th the following year.

Activity

4-H Activities are short-term educational and/or social experiences that all Kenosha County 4-H members may participate in.

Cloverbud

Youth in kindergarten, first and second grade enroll as Cloverbuds. This 4-H project is intended to introduce the members to 4-H. Cloverbuds do not enroll in any other projects.

Constitution and Bylaws for Kenosha County 4-H Clubs & Projects

All 4-H clubs and countywide project areas have a set of written rules for the operation of the club. Each member should become familiar with the Club's or Project's Constitution and By-Laws early in the year.

Enrollment

Online enrollment will allow access to the member's records by the member, their parents and the general and/or project leader. Go to the website: <http://wi.4honline.com>. Appendix A is a printed version of the instructions. If you do not have a computer, provisions can be made to obtain access to one for enrollment; contact the UW-Extension office for help.

Graduation from 4-H

Graduating from 4-H signifies that a member has successfully completed their career as a 4-H member. Some 4-Hers graduate following high school graduation, however, individuals have an option to extend membership one year beyond high school graduation.

Communications

All 4-H information will be emailed or can be found on the UW-Extension Kenosha County 4-H website. <http://kenosha.uwex.edu/youth-development/4-h/>



KCC

The acronym KCC stands for the Kenosha County Center, located on the northeast corner of Highways 45 and 50 in Bristol. The street address is 19600 75th Street. This facility is home to the Kenosha County UW-Extension office, and often serves as the meeting place for several 4-H events and activities.



Kenosha County 4-H Council, Inc.

The term for the entire community of Kenosha County 4-H members, leaders and volunteers. All enrolled 4-H leaders, volunteers and members in 8th grade and older are members of the 4-H Council. The 4-H Council Board of Directors provides support for the Kenosha County 4-H Program.

Member Career Record

This is the cumulative summary of the awards and points earned by 4-H members each year on the 4-H Member Record Form.

Member Code of Conduct

Kenosha County UW-Extension has established a Code of Conduct for Kenosha County 4-H members. This Code of Conduct sets forth guidelines by which 4-H members should conduct themselves when representing Kenosha County 4-H.

Wisconsin 4-H Youth Development established a Code of Conduct for all members. Members and/or Leaders will read the code and agree to abide by it when they enroll online. This Code of Conduct sets forth guidelines by which 4-H members should conduct themselves when representing Kenosha County 4-H.

Membership Dues

All members will be assessed **\$15.00** for membership; this includes \$1.00 for insurance. Horse project members are assessed **\$16.00**; this includes \$2.00 for insurance. Fees are payable at the time of enrollment. **Checks should be made out to your individual 4-H club.** Dues support the countywide 4-H program. Clubs may elect to charge additional dues. Dues must be paid in order to be an active member in Kenosha County 4-H.

Member Record Form

The Kenosha County 4-H Member Record Form is the official document to record all of the member's 4-H participation in a given year. It is broken down into four (4) sections: 4-H Club Participation, Project Reflection, County Participation, and State & National 4-H Participation. Members receive points based upon criteria listed on each sheet.

Corresponding awards will be given based on the total number of points earned by a member for the current 4-H year using the following scale: Bronze: 25-50 points; Silver: 51-75 points; and Gold 76-170 points. The awards will be given out at each 4-h club end of year meeting.



Memory Book

Members are encouraged to complete an annual Memory Book highlighting the current 4-H year only. There is no set format for said scrapbook, but pictures, newspaper articles and journaling are strongly encouraged. Youth submit their Memory Book to the Kenosha County UW-Extension Office for a county-wide competition held in conjunction with the annual 4-H Awards Night to recognize exemplary books. These books receive recognition at 4-H Awards Night.

Project

4-H Projects are long-term, educational experiences that youth enroll in to learn about, become creative in and share with their friends and family. Examples include: Archery, Dog, Horse, & Foods

Project Literature

Guides for members and leaders written by University Specialists to serve as suggestion for areas of study in 4-H projects. Some literature is available from the UW-Extension office, more can be found at the 4-H Mall website. <http://www.4-hmall.org>

UWEX

This abbreviation is used to refer to the University of Wisconsin-Extension. 4-H is a youth education program of UW-Extension.



Volunteer Orientation/Volunteers in Preparation Training

All adult volunteers must attend the leader orientation session and undergo a background check before they are allowed to work with youth. This training takes place in the months of November and January. Check the UW-Extension website for more information.



Who's Who in 4-H

✓ Club Level

4-H Member

Any youth in kindergarten through high school (or one year beyond high school) who participates in a 4-H group or activity. These members are invited to participate in all county level 4-H events and activities.



4-H General Leader

An adult volunteer who is responsible for the organizational responsibilities of the club. Some clubs have assistant and/or co-general leaders.

4-H Activity Leader

An adult volunteer who is responsible for organizing and conducting activities and service projects.

4-H Project / Resource Leader

A volunteer who helps 4-H members as they learn, make or create something. This person can be a 4-H parent who agrees to help with a project or a person from the community who has knowledge in a particular subject.

4-H Youth Leader

A 4-H member of any age who is enrolled in the Youth Leadership project. They take an active part in helping the younger members in the club. By doing this they grow, mature, and learn leadership skills.

Parents and/or Guardians

Parents and/or guardians are very important to the success a child will have in the 4-H program. Parents are encouraged to attend their 4-H Club meetings, project meetings and countywide events with their child.

The parents' key roles are supporting the child's commitments, helping the child think through decisions, and seeing the child reach his/her goal.

✓ County Level

4-H Ambassadors

A team of 4-H adults and youth in eighth grade and above who promote the 4-H program. Members must complete applications. The Ambassadors also host the countywide Cloverbud project meetings.



4-H Board of Directors

Kenosha County 4-H Council, Inc., is operated exclusively for the purpose of forming an association of leaders and members to encourage leader training, and to supplement and enhance 4-H youth education and development programs at the local, state and national levels.

4-H Program Assistant

This is the professional who guides, teaches, and administers the 4-H program. The 4-H Program Assistant is employed by the University of Wisconsin-Extension.

4-H Project Team/Committees

There are approximately 15 county-level volunteer program teams or committees such as Beef, Fishing, Foods and Dog. These groups meet educational needs in the project or activity area and plan and conduct county level activities and meetings.

4-H Resource Leader

A volunteer who is willing to answer project or activity questions for other volunteer leaders or 4-H members.

Adult Volunteer General Information:

Volunteers are always needed! If you would like to share your talents please call the Kenosha County UW-Extension office or talk to the 4-H Club General Leader. No education or experience is necessary, only a willingness to work with youth.

All adults must complete **4-H Volunteers in Preparation Training** before they may begin working with youth. This includes a background check.

All adult 4-H volunteers must annually complete the 4-H Enrollment Form.

If you have any questions or would like more information about 4-H, please contact the Kenosha County UW-Extension office at 857-1945.



If you move or change phone, email, or mailing addresses, please sign into <https://wi.4honline.com> and make your changes.



Enrolling in 4-H

✓ Youth - General information:

Youth must be affiliated with a club before they may sign-up for any projects. A list of all clubs is available from the Kenosha County UW-Extension office or at www.kenoshacounty4h.org.

Youth must meet the grade requirements outlined within this document in order to enroll in and participate in project activities and functions.

Grade level is determined by grade in school at time of 4-H enrollment. Youth who are home-schooled should use declared grade. Youth are eligible for membership through the next year following high school graduation and have not extend beyond the age of 19 at the time of enrolment. If a youth drops out of school, they will be considered as if they had stayed in school and would complete their 4-H membership as the same time their grade cohort would complete their membership.

For the safety of all Kenosha County 4-H members, ***youth must be enrolled in the project in order to participate in*** (physically engage or take part in) project functions. This excludes spectators.

All members will be assessed \$15.00 for membership; this includes \$1.00 for insurance. Horse project members are assessed \$16.00; this includes \$2.00 for insurance. Fees are payable at the time of enrollment. **Checks should be made payable to your individual 4-H club.** Dues support the countywide 4-H program. Clubs may elect to charge additional dues. Dues must be paid in order to be an active member in Kenosha County 4-H.

Youth may add or delete projects until May 1st of the current 4-H year and still represent 4-H at the Kenosha County Fair if they meet all other requirements.

The Wisconsin and Kenosha County member Code of Conduct are available on the web and on pages 13 and 14 of this Guide. Please read it over carefully. When you complete your on-line Enrollment Form, it will include your acceptance of both Codes of Conduct. For a copy, please visit the Kenosha County 4-H website at <http://kenoshacounty4h.org>.

Kenosha County 4-H offers a variety projects and activities. Please be aware that there are three levels of support for these projects:

1. **Countywide Level** -- a volunteer or group of volunteers (Educational Team) have come forward to teach that project to any 4-H members in Kenosha County who are enrolled. The following project areas have county-wide support:

Archery	Goat	Rocketry
Beef	Horse	Scrapbooking
Dairy	Horseless Horse	Sewing
Dog	Model Horse	Swine
Fishing	Poultry	
Foods	Rabbits	

- The list of countywide projects may change during the year. More may be added or removed at any time based on the availability of volunteer leaders.
- Many of these projects also have leaders and meetings at the club level.
- **Some of the countywide projects have dues requirements over-and-above regular 4-H county and club dues.**



2. **Club Level** -- even if there isn't a countywide leader, there may be a volunteer who is willing to teach that project to members of their club who are enrolled.
 - Projects available at the club level vary widely between clubs and also may change at any time during the year based on the availability of volunteer leaders.
 - Please note that the UW-Extension office does *not* keep a list of which projects a particular club has leaders for. For questions regarding club leaders, please ask your General Leader.
3. **Independent or Individual Study Level** – No volunteers on the countywide or club levels have come forward to teach that project. In this case, the member is expected to learn on their own with the help of his/her family and appropriate resources such as 4-H literature, the library, or the internet.

✓ Literature

1. *Several projects have informative literature which will be helpful to all 4-Her's.* We encourage you to purchase literature that focuses on your project(s). Project leaders may receive their literature free of charge from UW-Extension upon request.
2. You may order your literature direct from National 4-H Supply. To order online, their website is: <http://www.4-hmall.org/>.



Wisconsin 4-H Youth Development Code of Conduct

4-H participants will:

- adhere to program rules, curfews, dress codes, policies, and rules of the facility being used.
- conduct themselves in a courteous, respectful manner, use appropriate language, exhibit good sportsmanship, and provide positive role models.
- comply with local, state and federal laws.
- abstain from use of alcohol, illicit drugs, and tobacco during 4-H events and activities.
- fully participate in scheduled activities.
- respect other's property and privacy rights.
- abstain from child abuse (physical, sexual, emotional and neglect), harassment and bullying.
- accept personal responsibility for behavior including any financial damage.
- adhere to safety rules .

Consequences for violating any part of this Code of Conduct may include, but are not limited to:

- removal from participation in the event in which the Code of Conduct has been violated (at the individual's expense).
- suspension of membership.
- sanctions on participation in future 4-H events.
- forfeiture or repayment of financial support for the event.
- removal from leadership positions held.
- loss of status as a "member in good standing."

It is the responsibility of all program participants to reinforce the code of conduct and intervene when necessary to enforce the rules.



Kenosha County UW-Extension Member Code of Conduct

Kenosha County UW-Extension has established the following Code of Conduct for youth participating in Kenosha County UW-Extension sponsored programs. Questions concerning the Code of Conduct should be directed to the Kenosha County UW-Extension Office.

The Code of Conduct States:

- Members will conduct themselves with courteous manners and language.
- Members will exhibit good sportsmanship.
- Members will serve as a positive role model.
- Members will treat others with respect.
- Members will demonstrate reasonable conflict resolution skills.
- Members will abide by all local, state and federal laws.
- Members will abide by all UW-Extension and U.S.D.A. rules, policies and guidelines.
- Members will refrain from the possession or use of alcoholic beverages, illegal drugs, abuse of prescription or non-prescription drugs, and/or tobacco products while at Kenosha County UW-Extension functions, or while representing a Kenosha County UW-Extension program.
- Members will treat animals in a humane manner and provide appropriate animal care and management.
- Members will respect the property of others including all Kenosha County UW-Extension assets.



Suspension and Reinstatement of Membership:

Violation of the Code of Conduct may result in the suspension or termination of membership in all Kenosha County UW-Extension programs. Suspended members may apply for reinstatement after one year.

Prior to re-instatement of membership, the individual must:

- Present a signed statement of apology to the Kenosha County UW-Extension office.
- Where applicable, attend an educational program concerning alcohol and/or drug abuse and present certification of completion of such to the Kenosha County UW-Extension office. The program may include, but is not limited to: a) a certified drug addictions counselor, b) a peer mentor or c) an alcohol/drugs awareness class
- Reimburse the Kenosha County UW-Extension office/program for monies received towards awards, trips or other activities, if the infraction occurs before or during the event.

A second infraction of this Code of Conduct will result in permanent dismissal from all Kenosha County UW-Extension programs.



4-H Projects

4-H Projects are long-term, educational experiences that only youth enrolled in that project may participate in. A 4-H project is what a 4-Her learns, makes or does; for example: learn to grow a vegetable garden, sew a dress, or train a dog. Projects vary from aerospace to woodworking, birds to rabbits, and clothing to vegetables. Youth have the option to enter their work at the Kenosha County Fair.

4-H members must enroll in at least one project each year. Members in kindergarten, first and second grade may only enroll as Cloverbuds. Starting in third grade, members may enroll in any projects.



Each 4-H club will try to locate a Project Leader when there are three or more members enrolled in a project. The Project Leader will notify members when and where the project meetings will be held. Most projects will require at least three project meetings and often more are held. When there is no Project Leader, the member will be expected to work individually. As a family, you can use the 4-H project literature to guide your learning.

Some 4-H projects hold county-wide meetings in addition to individual club meetings. Some examples include: Archery, Beef, Dog, Horse, Poultry, Rabbits, Scrapbooking, Sheep, and Swine. There are countywide meeting requirements for these projects.

The family of a 4-Her should take an active interest in the 4-Her's project. Assist, encourage, offer advice, but remember, *the 4-Her Learns By Doing*.

Listed on the following pages are the projects you may enroll in as a Kenosha County 4-H member. They are in alphabetical order.

Just a couple of reminders:

1. Kindergartners, first and second graders enroll in only Cloverbuds.
2. Some animal projects have specific grade requirements. They also have specific project requirements which may be explained by the Education Team Chair. Most of them also have their own expectations, special project requirements as to meeting attendance and meet on a county-wide basis (as well as at the Club level). Contact the education team chairperson for each area for specifics. Do it soon, as some meetings begin in October!
3. Members must be enrolled by May 1st in order to exhibit at the Kenosha County Fair providing all other requirements have been met.



Archery**

Archery
Archery Youth Leader
Archery Leader

This project covers the fundamentals of archery safety and marksmanship, understanding and making equipment, and shooting form, shooting with sights and compound bows.

Note: *Members must be at least in the 3rd grade.* Leaders must be certified through the State 4-H Volunteer program. In order to represent Kenosha County 4-H at the Kenosha County Fair, all archery project members must be certified and shoot at least four rounds prior to the fair to determine an average.

Arts & Crafts

Arts & Crafts
Arts & Crafts Youth Leader
Arts & Crafts Leader

Arts and crafts projects, such as candle making, jewelry making, leather craft, stencil painting, block printing, metal enameling, drawing and painting, folk arts, and any other arts and crafts areas you may be interested in.

Beef**

Beef
Beef Youth Leader
Beef Leader

In the 4-H Beef project, members will learn how to identify various beef breeds and parts of a beef animal, halter-break and show a calf; fit and judge beef cattle; and raise a healthy animal.

Note: 4-H members must be in the 5th grade or higher to enroll in this project. In order to represent Kenosha County 4-H at any exhibitions in this project, members must attend three county-wide meetings.

Cake Decorating

Cake Decorating
Cake Decorating Youth Leader
Cake Decorating Leader

Learn how to choose and use cake decorating tools, make frosting, learn new decorating techniques, and work from a pattern or design your own.

Cats

Cats
Cats Youth Leader
Cats Leader

Grooming a cat, breed identification, cat health, fitting and showing, nutrition, breeding, careers, teaching others and animal welfare.

Child Development

Child Development
Child Development Youth Leader
Child Development Leader

In this project you will learn about yourself and younger children. You will develop and practice babysitter skills, try fun activities that you can use as a babysitter, and improve the quality of care you give to younger children.

Cloverbuds** (Kindergarten - 2nd Grade)

Cloverbuds
Cloverbuds Youth Leader
Cloverbuds Leader

This educational program is for youth in kindergarten, 1st and 2nd grade. Discover 4-H through experience in expressive arts, mechanical science, environmental education, personal growth, animal science, and many more. Cloverbuds are restricted from showing animals at 4-H shows including fairs, but may enter non-animal exhibits.

Computers

Computers
Computers Youth Leader
Computers, Leader

Beginning members will learn to identify parts of a computer, use a keyboard, use a mouse, clean a computer, evaluate software, produce documents, learn on-line safety, search the Web, and more. More advanced computer members will learn how to use the internet for research, get an e-mail address, use desktop publishing, build a computer system, and use spreadsheets, etc.

**Countywide Leadership



Crocheting

Crocheting

Crocheting Leader

Discover what to consider when buying yarn, crochet thread, crochet equipment. Learn crocheting, finishing techniques, and how to care for crochet items.

Dairy**

Dairy

Dairy Youth Leader

Dairy Leader

Learn how to select, feed, manage, breed, fit, show, evaluate, and market a dairy animal. Activities include identifying dairy breeds, keeping a cow healthy and safe, exploring the needs of dairy animals, and learning about dairy organizations. Any requirements will be announced by Dairy Resource Leaders.

Note: Members must be in 3rd grade to enroll in the project. All members will be required to attend the Rules and regulations meeting on a date set by the Dairy Superintendents.

Dog**

Dog

Dog Youth Leader

Dog Leader

Learn how to train and show your dog. Activities include: Obedience, Canine Good Citizen (CGC), Rally, Showmanship and Agility. Project members must be in 4th grade or above and own or have access to a dog for weekly training. All dogs must meet current 4-H vaccination requirements.

Each member in the Dog Project must obtain a \$25 donation by March of enrollment year. Each family will be required to assist with the set-up and take down of training equipment.



Fishing**

Fishing

Fishing Youth Leader

Fishing Leader

Beginners will learn how to tie fishing knots, cast a fishing lure, rig and care for your tackle, locate fish, identify baits and fish, and identify parts of the fish. More advanced members will learn about rods and reels, cast a fly, make artificial flies, and learn about ethical angling.

Note: Fishing project members and a parent must attend two county-wide meetings/ events to be eligible for the casting contest at the Kenosha County Fair. There is a \$10 per child paid to the Educational Team by January 31st.

Flowers

Flowers

Flowers Youth Leader

Flowers Leader

Grow annual and perennial flowers. Start annuals indoors and make flower and bouquet arrangements.

Foods**

Foods

Foods Youth Leader

Foods Leader

Learn more about what you eat and ways to prepare different foods. You will experiment with flavors and different preparation techniques. Every meeting is a hands-on, creative experience where we eat what we make.

Food Preservation

Food Preservation

Food Preservation Youth Leader

Food Preservation Leader

This project focuses on making jam, freezing, canning, pickling, and drying foods. Learn how to preserve food safely and about proper storage requirements. Ask the UW Extension Office for literature pertaining to specific food preservation areas (i.e. pickles, fruits, and vegetables) or visit the publications website at <http://learningstore.uwex.edu/>

**Countywide Leadership



Goats**

Dairy Goats
Dairy Goats Youth Leader
Dairy Goats Leader
Meat Goats
Meat Goats Leader

Activities will include meetings and workshops designed to help members learn how to select, feed, manage, breed, fit, show, evaluate and market goats and goat by-products.

Note: Minimum requirement is 3rd grade as of January 1st. Any project members in 3rd grade and above may show breeding stock, only members 5th grade and up may show/sell market animals.

Must obtain two points by attending countywide goat meetings or by showing at another goat show. All market goats must be weighed in and tagged on a Saturday in late April or early May in order to show/sell at the Kenosha County Fair.

Each family in this project must provide a sponsor (dollar amount to be determined by Goat Education Team) no later than the April or May Goat Weigh-in. Members will be notified of any further requirements or changes.

Home Environment

Home Environment
Home Environment Youth Leader
Home Environment Leader

This project begins with the organization and design of a bedroom. In more advanced levels the member will learn design fundamentals, and concepts of interior design.

House Plants

House Plants
House Plants Youth Leader
House Plants Leader

Grow foliage and flowering plants, propagate them from leaf and stem cuttings, fertilize and water plants and recognize and control insects and diseases.

Horse**

Horse
Horse Youth Leader
Horse/Horseless Horse Leader

So, you want a horse. Great! What breed, type, color and physical markings would you like. Are you ready for daily care like grooming, feeding, stable care, foot care and safety? Learn the right equipment and riding skills; all a part of the 4-H Horse/Pony Project. This project is open to 4-H members who own, lease or manage a horse or pony. (Leasing and managerial-access or use of another's animal is considered the Horse Project, not Horseless Horse.)

Note: Minimum requirement is third grade. In order to represent Kenosha County 4-H at any exhibitions in this project, members must be enrolled by the February countywide meeting and attend required countywide meetings/events which start in September. Members must also wear an SEI approved helmet. Hard-toed boots with a half inch heel are required whenever riding.

Horseless Horse**

Horseless Horse
Horseless Horse Youth Leader

In this project you don't have to have a horse or pony of your own. You need a desire to learn about horses. Explore horse behavior, terms, breeds, identification, body parts, selection, grooming, saddling and bridling, safety and equipment, and much more.

This project is open to 4-H members **who do not own, lease or manage a horse or have direct access to a horse.** (Leasing and Managerial is the ability to have full use of a horse or pony. That is the horse project **NOT** Horseless Horse.)

Note: Minimum requirement is third grade. In order to represent Kenosha County 4-H at any exhibitions in this project, members must attend required Horseless Horse meetings/events and meet the Horse project requirements. An SEI approved helmet and hard-toes boots with a half inch heel are required whenever riding. **Members must be enrolled by the February Countywide Meeting.**



Model Horse**

Model Horse
Model Horse Youth Leader
Model Horse Leader

Learn about the hobby of Model Horses including the collecting, painting, making of tack, and participating in "Live" Model Horse shows. The ultimate goal is to display the miniature model horse as close to real life as possible. Anyone who has an interest in horses will enjoy this project.

Note: 4-H members must be in 3rd grade or above and attend required scheduled countywide meetings/events which start in September in order to represent Kenosha County 4-H at any exhibitions.

In addition there is an annual fee for all families in the Model Horse, Horse and Horseless Horse. This must be received by **February 24, 2017**. Each Family is also required to fulfill volunteer service points.

Knitting

Knitting
Knitting Youth Leader

Find out what to consider when buying yarn and knitting equipment. Learn knitting and finishing techniques.

Model Rocketry**

Model Rocketry
Model Rocketry Youth Leader
Model Rocketry Leader

Learn how to construct a rocket for beginners, flying and scientific data for the older members. Youth are encouraged to participate in county-wide rocket shoots.

Note: There is a countywide rocketry contest for Rocketry members. Judging includes a written test, parts test, rocket design and launch.



Photography

Photography
Videography
Photography Youth Leader
Photography Leader

This project will show you how to care for a camera, basic composition and camera use. Advanced members will learn lighting techniques, creative use of camera controls and complex composition.

Poultry**

Poultry
Turkeys
Bantams
Poultry Youth Leader
Poultry Leader

The poultry project will help members learn how to select, feed, manage, breed, fit, show, and market your bird. It includes ducks, geese, turkeys, chickens, bantams, and pigeons.

Note: Members must attend two countywide poultry events to be eligible to represent Kenosha County 4-H at the Kenosha County Fair. Members will be notified of any further requirements. Members in third grade may show but are not eligible to sell.

The Small Animal Education Team (Poultry and Rabbits) has additional guidelines regarding participation at the Small Animal Sale which is not associated with 4-H events. For more information, contact the Small Animal Education Team

Rabbits**

Rabbits
Rabbit Youth Leader
Rabbits Leader

Learning activities include identifying rabbit breeds, learning how to handle and show a rabbit, learning rabbit genetics and breeding, housing and care, planning and making a rabbit nest box, showing rabbits, and exploring careers related to rabbits, and more.

Note: Members must attend two countywide meetings/events to represent Kenosha County 4-H at the Kenosha County Fair. Members in third grade may show, but are not eligible to sell.



Scale Models

Legos

Legos Youth Leader

Scale Models

Scale Models Youth Leader

Scale Models Leader

Learn how to assemble and create scale models of trains, trucks, cars, ships, motorcycles, submarines and tanks. Legos – a new project including a new category for entries in the Kenosha County Fair

Scrapbooking**

Scrapbooking

Scrapbooking Youth Leader

Scrapbooking Leader

Have fun in this countywide project as you create your own scrapbooks and cards. Learn how to use various tools and techniques such as layering, rubber stamping, embellishing, journaling, and more. Members will learn how to lay out scrapbook pages in a variety of ways and use different mediums to capture memories to last a lifetime.

Members may also explore some of the various techniques throughout the year; embossing, punch art, chalking, quilling, iris folding, paper flower making and envelope making, just to name a few. This project is for all levels – beginner to advanced. We will offer instructional classes, as well as the opportunity to work on your own selected project(s).

Instructors will be available to assist. Project participants must bring their projects to work on as well as a paper trimmer, adhesive, photos, card stock, papers, etc. A limited number of supplies may be on hand.

Self-Determined

Self-Determined

Sub categories

- Animal Science
- Arts & Communication
- Environment
- Family, Home & Health
- Leadership
- Mechanical Science (Including Tractor)
- Plant Science
- Youth Leadership

Self-Determined Leader

A self-determined project gives you the freedom to create your own project or expand a traditional one. Select from the subcategories listed above, get approval from General Leader, identify learning goals, outline your plan, identify resources, carry out, and evaluate your plan.

Sewing**

Clothing

Clothing Leader

Clothing Youth Leader

Quilting

Quilting Youth Leader

Quilting Leader

Clothes Horse (Equestrian Attire)

In this project you will learn clothing construction and sewing techniques. As you progress, you will enhance your sewing skills beyond the basics and begin to select construction techniques you would like to learn and projects you would like to make. Participate in Fashion Explosion in June.

Sheep**

Sheep

Sheep Youth Leader

Sheep Leader

Learn how to select, feed, manage, breed, fit, show, evaluate, and market sheep.

Note: Must obtain 2 points by attending county-wide sheep meetings or by showing at another sheep show. All market lambs must be weighed in on a Saturday in late April or early May in order to show/sell at the Kenosha County Fair.

Each family in the 4-H Sheep Project must provide a sponsor (dollar amount to be determined by Sheep Education Team) no later than the May lamb weigh-in. Members will be notified of any further requirements or changes.

Any project members in 3rd grade and above may show breeding stock, only members 5th grade and up may show/sell market lambs.

Shooting Sports

Air Rifle

Air Pistol

Shooting Sports Leader

This project is an introduction to firearms, safe handling, ammunition, sighting, and caring for your equipment. **Note:** All leaders must be certified through State 4-H VIP Training.



Small Engines

Small Engines
Small Engines Youth Leader
Small Engines Leader

Learn the principles of operation, service, maintenance and repairs. Youth can participate in the small engine contest.

Swine**

Swine
Swine Youth Leader
Swine Leader

Learn how to select a breed, feed, maintain weight, show and care for your pig.

Members must attend two county-wide pork meetings and project tag to show/sell at Kenosha County Fair. Members will be notified of any further requirements or changes.

Note: Any 4-H member 3rd or 4th grade may enroll in the swine project to show, breeding gilts or barrows for the jackpot show only. 4-H swine project members in 5th grade can sell only 1 market hog. First year members can only sell one market hog.

In order to represent Kenosha County 4-H at any exhibitions, all swine project members must meet or exceed all Kenosha County 4-H swine regulations.

MAQA is a required by all in order to show or sell.

Theater Arts

Theater Arts
Theater Arts Youth Leader
Theater Arts Leader

Learn about acting, makeup, costumes, sets, writing a script, planning a theater game, story dramatization and group improvisation.

Ukrainian Eggs**

Ukrainian Eggs
Learn the art of decorating Ukrainian eggs. It is a tradition that has been handed down through the generations of the Ukrainian heritage.

Note: Because this project requires the use of burning candles and melting wax to write on eggs, members must be at least 12 years old to participate.

Vegetables

Vegetables
Vegetables Youth Leader
Vegetables Leaders

In this project you will explore basic gardening practices, getting to know your soil, planning, preparing, planting, and caring for your garden. Explore harvesting and marketing methods. Study how to raise vegetables organically.

Veterinary Science

Veterinary Science
Veterinary Science Youth Leader
Veterinary Science Leader

Learn how to recognize a normal, healthy animal from its attitude, behavior and appearance. Also, learn about animal diseases and the influences on animal health.

Woodworking

Woodworking
Woodworking Youth Leader
Woodworking Leader

Learn how to trace patterns, measure, mark, cut, nail, glue, sand and finish while making projects from wood. Use power tools, identify wood types and make great projects to use around the house.

Youth Leadership

Youth Leadership
This project will help youth develop leadership skills by chairing committees, leading activities, helping adult leaders plan and lead a project in which you have established skills, and planning events of your choice. Youth Leaders are those youth 6th grade and up.

Club Leadership

Club General Leader
Co-Organizational Leader
Club Enrollment Coordinator
Youth Leadership-Adult
Activity Leaders (provide assistance to the club in non-project activities)

**Countywide Leadership



4-H Activities and Events

Each club may have special activities throughout the year. In addition there are countywide activities and events that 4-H members may participate in. The listing below is only a partial listing. Many other project-related activities and events are held annually.

Annual Awards Night

This is an annual event held to recognize members and leaders. Awards include (but are not limited to) Clover Awards, Years of Service, 1,000 Points, Scholarships, and recognition of outgoing Council Members and General Leaders. This event is typically held the last Tuesday of October and held at the Kenosha County Center.

Camping

A variety of activities and learning experiences await summer campers including crafts, swimming, campfires, evening programs and more. Kenosha County 4-H members attend summer camp at Camp McLean in Burlington, Wisconsin.

You do not enroll in Camping. It is an activity. Check the Kenosha County 4-H website for camp registration forms.



National 4-H Week

The first full week in October is set aside each year to recognize and promote 4-H across the country. Each year a theme highlights the week. Many clubs have window displays or a special promotion of 4-H in their community.

Officer Training

This is held annually for club officers to provide them with ideas and helpful hints about their jobs and responsibilities.

Open House

The Kenosha County 4-H Open House is an annual event designed to inform potential new 4-H families on all of the clubs and projects that are available in Kenosha County. This event is typically held the last Tuesday of September at the Kenosha County Center.



Kenosha County Fair

The Kenosha County Fair is held annually in August. The Kenosha County Fair is a non-4-H entity. It is a great opportunity for 4-Hers to display the items made in their 4-H project and/or to exhibit project animals. This is a major event where many people see what 4-H members do.

All exhibits (except large animals) are judged by the “face-to-face” judging system at the Kenosha County Fair. With this system, for every project exhibited each 4-H member talks directly with the judge. The member’s age and experience are taken into consideration in the final placing. The placings include: Blue – 1st, Red – 2nd, White – 3rd, and Pink - 4th. Green “Merit Award” ribbons are presented to a selected number of outstanding exhibits.

Fair Entry Blank

The Fair Entry Blank is a form where the member lists their entries in the specific classes for display of projects at the Kenosha County Fair. Entry blanks are usually due to the club leader(s) in the month of June. The Kenosha County Fair is a non 4-H entity, however, many 4-H members display their 4-H project work at the fair annually.

Fair Book

The Fair Book is published by the Kenosha County Fair bi-annually in odd-numbered years and lists the entry classes and rules for exhibiting at the Kenosha County Fair.



4-H Awards and Award Trips

To apply for the following you need to fill out the Trips and Awards application or the Kenosha 4-H Scholarship form these are due October 1st every year. Once you have turned in the application you then will be asked to complete an interview for the awards and trips that you applied for.

4-H Alumni Award

An award given to 4-H alumni who have gone on to distinguish themselves as adults through continued support of the Kenosha County 4-H program.

Citizenship Washington Focus

A week long citizenship and educational experience held at the National 4-H Center, Washington, D.C. Open to 4-H members in grades 10 - 12.



Clover Award

Countywide awards given to 4-H members who have shown exceptional leadership, citizenship, or achievement. General Leaders annually nominate members.

4-H Key Award

The 4-H Key Award is the highest award available to members in 4-H.

Friend of 4-H

An award given to an adult or organization that has made a contribution to the Kenosha County 4-H program on a county-wide basis. In addition, the individual should have meaningful involvement in 4-H and be committed to the philosophy of 4-H.

4-H Hall of Fame

The purpose of the Hall of Fame is to recognize individuals who have made significant lifetime contributions of service to the Kenosha County 4-H Program. Up to 5 inductees may be chosen in a given year. All current, retired & deceased adult 4-H volunteers are eligible to be nominated for the Kenosha County 4-H Hall of Fame.

National 4-H Congress

This six-day trip in November is an opportunity for service learning and leadership for youth. The trip is open to youth in grades 10-12. National 4-H Congress trip takes place in Atlanta, Georgia.



Scholarships

The Kenosha County 4-H Board of Directors annually awards scholarships for educational experiences beyond high school to Kenosha County 4-H members.

Spirit Trip

Receive firsthand knowledge of American History over a 10 day period while seeing National Parks, the Empire State Building, Niagara Falls Canada, and much more. Participants must be in 8th, 9th, or 10th grade. All participants will need a U.S. Passport to attend.

Wisconsin 4-H Youth Conference

A four-day 4-H conference held annually on the UW-Madison campus for members in grades 7 – 10.



Appendix A

Enrolling in 4HOnline as a NEW family

Family profile and member information should be entered by a parent/guardian unless the member enrolling is 18 years or older.

Your [county Extension office](#) staff can help you find a club, get the forms you need, and begin the enrollment process in 4HOnline.

To enroll in Wisconsin 4HOnline, you need a computer, internet access, a valid e-mail address and a web browser. If you need to access a computer in the UW-Extension office to enroll in 4-H please call the office at 262-857-1945

Go to <http://wi.4honline.com> (notice there's no "www" in that address). After carefully reading the instructions at the top of the page, you are ready to begin entering your family information.

Note: To move between boxes, you need to use your mouse or the TAB key. Don't press the ENTER key or click on the BACK ARROW – you will lose any information that you have entered. Information on each page is saved when you click on the "Continue" button.

1. Click "I need to set up a profile".

A drop down menu will appear.

Select the county you want to join, then type in your **valid family e-mail address**. **The E-mail address entered will be the account login for the entire family**. It must be valid in order for you to have access to your enrollment information.

2. Confirm your e-mail address

3. Type in your parent/guardian/household's last name. (This will be the name that appears on mailing labels—"The Johnson Family" for example.)

4. Create your password – must include letters and numbers/symbols with a minimum of 8 characters.

5. Click on "Create Login"

The screenshot shows the enrollment form with the following fields and options:

- Three radio button options: "I have a profile", "I need to setup a profile" (selected), and "I forgot my password".
- A checkbox for "Are you in a Military 4-H Club:" which is unchecked.
- A dropdown menu for "County:" with the text "Select your county ...".
- Text input fields for "Email:", "Confirm Email:", "Last Name:", "Password:", and "Confirm Password:". The "Password:" field has a green note: "Min. of 8 characters, at least 1 non-alpha".
- A dropdown menu for "Role:" with "Family" selected.
- A blue "Create Login" button at the bottom.

Family Information Page

1. Fill in all your personal information correctly and completely to create your family profile. Make sure that you choose your correspondence preference for either "Mail" or "Email".
2. Do not check the "Update member records with the same address" box at this time.
3. Click on the "Continue" button at the bottom of the page.

Note: The Password Management section is only used when you want to set a new password. You do not need to enter anything there at this time.

The screenshot shows the 'Family Information' page. The 'Profile Information' section includes fields for Email (sally.smith@nomain.com), Last Name (Smith), Mailing Address (123 Washington Ave.), City (Madison), State (Wisconsin), Zip Code (53715), Primary Phone (608-555-2222), Correspondence Preference (Email), and 4-H County (Z-test). There is an unchecked checkbox for 'Update member records with the same address'. The 'Password Management' section has fields for Current Password, New Password, and Confirm New Password, with 'Update Password' and 'Continue >>' buttons.

Member List Page

1. You are now at the "Member List" page. In the drop down box under "Add a New Family Member", select "youth" and click on "Add Member".

The screenshot shows the 'Member List' page. On the left, it displays family information for 'Smith Family' including address, city, state, zip, email, and phone. On the right, there is a section titled 'Add A New Family Member' with a dropdown menu showing options: 'select a member type...', 'select a member type...' (highlighted), 'Adult', and 'Youth'.

Note: The event registration section on this page is not available for use at this time.

The screenshot shows the 'Member/Volunteer List' table with columns: Name, Role, Membership ID, Enrollment Status, Last Active Year, and Edit. Below the table is a section titled 'Register A Member In An Event - Only Members with an 'Active' Enrollment Status May Register'. It includes a 'Member:' dropdown menu and an 'Event:' dropdown menu.



Youth Personal Information Page

Fill in all information for this member correctly and completely.

1. If he/she has a different e-mail address than the family one entered at login, enter it in the top box.
2. Enter his/her legal name.
3. For the "Years in 4-H", enter "1" if this is the first year. Otherwise, enter the number that reflects your experience. For example, if this is the beginning of your fifth year in 4-H, enter 5.
4. If there are parents/guardians that live in a different residence, enter their mailing information under Secondary Household.
5. Is the member a youth leader, junior leader volunteer? Select "yes" or "no".
6. Ethnicity – If you consider your child to be a part of the Hispanic culture, mark "yes". Then check one or more of the boxes pertaining to race.
7. Choose your residence.
8. Complete the Military Service of Family section only if it applies.
9. School Information – choose your county from the drop down menu first, then select your child's school. If your school is not listed, click on "If you are unable to locate your school..." and enter the school name and type.
10. Select your child's current grade in school.
11. Click on the "continue" button at the bottom.

The screenshot shows a web form titled "Youth Personal Information". At the top, there is a "Please note:" section with instructions to be as specific as possible and to provide email and cell phone numbers. Below this is a "Profile Information" section with various input fields. The fields are: Email (with two boxes, one containing "sally.smith@gmail.com" and the other "joe@gmail.com"), First Name, Middle Name, Last Name (containing "Smith"), Preferred Name, Mailing Address (123 Washington Ave), City (Madison), State (Wisconsin), Zip Code (53715), Birth Date (mm/yy/yyyy), Gender (Female), Primary Phone (555-555-4234), Correspondence Preference (Mail), Cell Phone (555-555-4234), a checkbox for "I wish to receive notices via text message" with a "Select your provider" dropdown, Years in 4-H (1), Parent 1 First Name, and Parent 1 Last Name. A "Trusted sites | Protect" icon is visible at the bottom right.

Note: Bolded items are required to continue to the next screen. Missed items will be highlighted in pink to help you identify any missing information.



Additional Information Page

Please read each statement on this page carefully. Completion of each of the agreements is required for participation in the program. It is important to understand that checking the boxes to agree is considered your e-signature and it has the same legal force and effect as your hand-written signature. Questions pertaining to the agreements below can be addressed by contacting your county 4-H Youth Development Educator. A link to their contact information can be found at www.uwex.edu/ces/cty.

Complete the five following authorizations:

- Assumption of Risks
- Hold Harmless, Indemnity and Release
- Consent for Emergency Treatment
- Code of Conduct
- Photo Release

After completing each of the five authorizations, click on the “continue” button.

- **Note:** The “continue” button will take you to an optional health form. It is not required at the time you are enrolling, but will be required to participate in certain events and activities. After you have completed the form once, the information will be retained. You can return to 4HOnline to update information that may have changed since the last time it was completed.
- Scroll down and click on the “continue” button if you do not want to fill it out at this time.

This is the Clubs/Projects/Groups page, where you will select a 4-H club and projects for the current 4-H year.

On the Clubs tab:

1. Select the correct club from the drop down menu and click on it.
2. Be sure to click “Add Club”.
3. Click the “Continue” button.

Additional Information

I UNDERSTAND THAT I AM BEING ASKED TO READ EACH OF THE FOLLOWING PARAGRAPHS CAREFULLY. I UNDERSTAND THAT IF I WISH TO DISCUSS ANY OF THE TERMS CONTAINED IN THIS AGREEMENT, I MAY CONTACT MY ENROLLED COUNTY'S 4-H YOUTH DEVELOPMENT EDUCATOR OF THE UW-EXTENSION. CONTACT INFORMATION CAN BE FOUND ONLINE AT www.uwex.edu/ces/cty

IF YOUR SON, DAUGHTER OR WARD WILL BE UNDER 18 WHILE PARTICIPATING IN THE ENROLLED COUNTY 4-H YOUTH DEVELOPMENT PROGRAM AT THE UNIVERSITY OF WISCONSIN-EXTENSION IT IS OUR POLICY TO REQUEST YOUR AGREEMENT TO THE ABOVE TERMS ON BEHALF OF YOUR MINOR SON, DAUGHTER OR WARD. I UNDERSTAND THAT MY E-SIGNATURE SHALL HAVE THE SAME LEGAL FORCE AND EFFECT AS MY HAND-WRITTEN SIGNATURE ON EACH AGREEMENT BELOW.

THE COUNTY I SELECTED WHILE SETTING UP MY PROFILE IS MY ENROLLED COUNTY.

For assistance with 4HOnline or the enrollment process, please contact your local extension staff: www.uwex.edu/ces/cty

1. Assumption of Risks

I understand that not all risks can be foreseen and there are some risks which are unpredictable. I understand there are certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. I am aware of the risks of participation, which include, but are not limited to, the possibility of physical injury, fatigue, bruises, contusions, broken bones, concussion, paralysis, and even death. I understand that the county and university have advised me to seek the advice of my physician before participating in my enrolled county's 4-H Youth Development program. I understand that I have been advised to have health and accident insurance in effect and that no such coverage is provided for me by my enrolled county's UW Extension, 4-H leaders association, or the Board of Regents of the University of Wisconsin System. I know, understand, and appreciate the risks that are inherent in the above listed programs and activities. I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

I have read, understand, and agree to the above. **REQUIRED**

2. Hold Harmless, Indemnity and Release

In consideration of my participation in these activities, I, for myself, spouse, heirs, personal representatives, estate or assigns, agree to defend, hold harmless, indemnify and release, my enrolled county's UW Extension, 4-H leaders association, the Board of Regents of the University of Wisconsin System and their officers, employees, agents and volunteers who are involved, from and against any and all claims, demands, actions, or causes of action of any sort on account of damage to personal property, or personal injury, or death which may result from my participation in the above listed program. This release includes claims based on the negligence of my enrolled county's UW Extension, 4-H leaders association, the Board of Regents of the University of Wisconsin System and their officers, employees, agents and volunteers, but expressly does not include claims based on their intentional misconduct or gross negligence. I understand that by agreeing to this clause I am releasing claims and giving up substantial rights, including my right to sue.

REQUIRED

Trusted sites | Protect

Clubs/Projects/Groups

IMPORTANT!! - please read this BEFORE deleting a Club:

When deleting a club, all Project enrollments associated with that Club will also be deleted. If you are unsure of how this will affect you, click on the "Projects" tab and take note of your Projects and which Club they are associated with. If you desire, for example, to switch Clubs, it would be advisable to first add the new Club, then add the desired Projects using the existing enrollment as reference. Once all your desired Projects are in place with the new Club (you'll see your Projects listed twice in the Projects listing) then go and delete the original Club.

For assistance with 4HOnline or the enrollment process, please contact your local extension staff: www.uwex.edu/ces/cty

Select a minimum of 1 club(s) and a maximum of 8 club(s)

Add a Club

Select a Club: Select a club ...

Add Club

Primary	Club	Edit
<input checked="" type="checkbox"/>	Garfield Gagger	Delete

<< Previous Continue >>

Submit Enrollment

Trusted sites | Protect



4. On the Projects tab:

1. Under “Select a Project” click on the drop down menu and select the first project for this youth.
2. “Years in Project” – must have 1 for 1st year members. For returning members, enter the number that reflects your experience. For example, if this is the beginning of your second year in the project enter 2.
3. Click on “Add Project”.
4. For each additional project that you want to add, repeat the steps above.

After you have entered all your project(s), click on “**Submit Enrollment**” and you are done!

Entering Additional Youth or Adult Leaders in Your Family

If there is another youth (or an adult leader) in your family enrolling in 4-H, repeat this process for them. There is an option to “copy parent information from another youth record”. Using that option will shorten the process for entering additional youth.

Club	Project	Years in Project	Edit
Garfield Gaggles	Aerospace :1	1	Edit
Garfield Gaggles	Beef:1	1	Edit

Enrollment Approval

After your enrollment has been submitted, it is sent to your club leader and county UW-Extension office where it will be held until the Kenosha County 4-H **Dues have been paid**, your enrolment then will be approved. If there are any problems with your enrollment, such as incorrect or missing information, you will get an e-mail asking you to complete the missing information and resubmit the enrollment. If there are no problems, you will receive an e-mail stating that your enrollment has been accepted. E-mails related to your enrollment will be sent to your family e-mail address. If you do not receive an e-mail from 4HOnline in your inbox, please check your junk mail folder.

Use 4HOnline Throughout the Year

Keep your login (family email address) and password handy so that you can log in to the program and update your records whenever you need to. You will have access to your online record throughout the year to update personal information, look up your family members' enrollment in clubs, projects and leadership roles, read newsletters, receive announcements about 4-H activities and more.



Appendix B

4honline Re-Enrollment for 4-H Members/Leaders

OVERVIEW

This document explains the process of a family re-enrolling members and leaders in 4HOnline.

GETTING STARTED

To get started with the re-enrollment process, log into 4HOnline with your family email and password.

On the family home screen, click on the orange button labeled **Continue to Family**.

On your Member/Volunteer list, find the family member you wish to re-enroll and click on Edit next to their name.

RE-ENROLL

At the bottom of the next screen, click on the button to **Enroll for 2016-2017**.

You will now see the Personal Information that you entered when you first enrolled. Look over the information and make any corrections. When you are done, click on **Continue**.

Next is the Additional Information screen when you will need to accept the agreements and answer the Photo Release and Accommodations questions. Click **Continue** when done.

The Health Form for members is optional at enrollment, but you could be asked to complete it in the future if you attend any events that require one. Click **Continue** when done.

If you are an adult volunteer and see the Volunteer Screening page, then it has been 4 years since the last time a background check has been completed. You need to check over the answers to the questions and correct as needed. This page will only appear every 4 years. Click **Continue** when done.

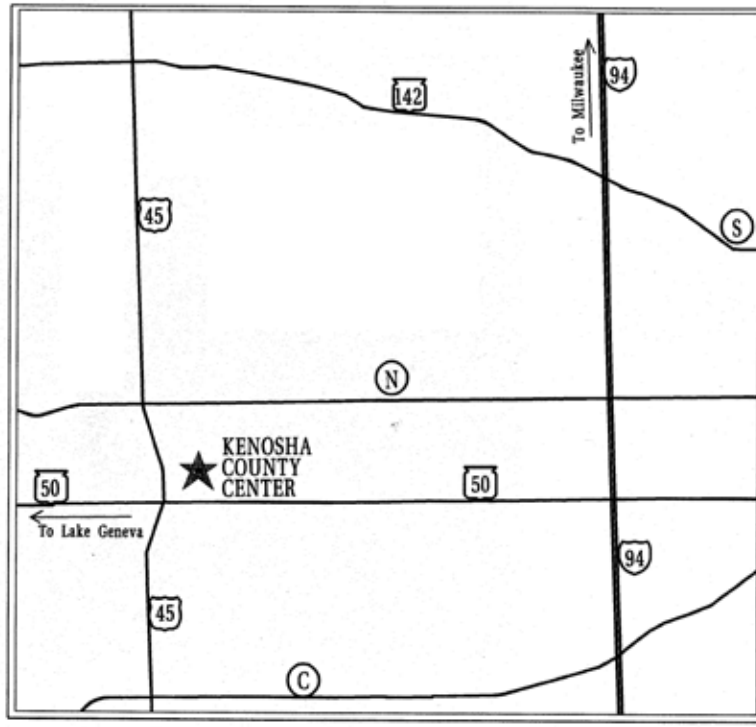
On the Participation -> Club screen, confirm the correct club is listed. If you serve in a volunteer role (but not as a project leader) click on **Edit** and select the volunteer type. Click on **Update** to save the change. Click on **Continue** when done.

On the Participation -> Projects screen, confirm all the projects you are enrolled in are listed. Add any missing projects. If you are dropping a project, click on **Edit** for that project and then click on **Delete**. After making sure all your projects are listed correctly, click on **Submit Enrollment**.

After your enrollment has been submitted, it is sent to your club leader and county UW-Extension office where it will be **held until your dues have been paid, your enrolment then will be approved.



Kenosha County UW-Extension Office



The Kenosha County UW-Extension Office is located at:

Kenosha County Center
19600 - 75th Street, Suite #2
Bristol, WI 53104

Office Hours
Monday – Friday
8:00 AM – Noon
1:00 PM – 5:00 PM

FAX Number
262-857-1998

Phone Number
262-857-1945 or 262-653-1945
711 Wisconsin Relay
(Hearing impaired)

Web Address
<http://kenosha.uwex.edu>

Youth Development Staff

Bethany Sorce, 4-H Program Assistant



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