

# **PURPOSE OF THE CREEK COUNTY 4-H HANDBOOK**

## **Dear 4-H Family:**

The Creek County 4-H handbook has been prepared for the purpose of informing 4-H members and their parents about the Creek County 4-H Program. This handbook includes answers to many questions you may have about 4-H, including how to become involved and a list of 4-H events and rules. The key to a successful 4-H experience is an interested and informed parent. Hopefully, this handbook will assist you in achieving your goals.

**A calendar including all the dates and times for the entire year is published at the beginning of each 4-H year. All dates are subject to change.** The Creek County 4-H Facebook Page, Newsletter, and county Website will have the most current dates and times. All clubs have their own Facebook pages/groups where they will post important information for their members including meetings dates/times. If you do not have social media, please contact your club's leader or the extension office to determine the best method of communication. Please feel free to contact the OSU Extension Office at (918) 224-2192 if you have any additional questions.

## **REMEMBER:**

1. Parents, please offer your assistance to your club volunteers. They can always use some help.
2. Information on county events is provided here; so plan now – start working on your projects.
3. Information on program changes, workshops, new activities, and short courses will be included in the County 4-H Newsletter, posted on the website and Facebook page, and/or distributed prior to the event by your 4-H leader or can be picked up at the Extension Office.
4. Information for the County and State Fairs, Summer Livestock Events, and other Animal Events are available in the respective catalogues and leaflets. Prior to the event come by the Extension Office or contact your local 4-H leader for more information.

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## **4-H MISSION STATEMENT**

“Oklahoma 4-H is dedicated to helping Oklahoma youth, families, and communities reach their full potential. By providing hands-on programming and events in a large variety of projects, 4-H is not only helping youth learn the life skills they need to be the leaders of tomorrow, but it is also teaching its members they can lead today and can make tangible, significant changes in their clubs, their communities, their state, and their world.”

## **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.’”

## **4-H EMBLEM**

The green four-leaf clover has a white “H” on each leaf to represent one of the Four H’s—Head, Heart, Hands, and Health.

## **4-H COLORS**

White symbolizes purity and high ideals. Green is nature’s most common color and is emblematic of springtime, life, youth, and growth.

## **4-H MOTTO**

“To make the best better”

## **4-H SLOGAN**

“Learn by Doing”

## **4-H CLUB WORK**

The 4-H club year begins July 1 and ends June 30 in Creek County. This is not the same as the 4-H enrollment year which runs annually from August 1 – July 31. Creek County 4-H membership offers any youth (5-19 years of age) an opportunity for year around involvement. Urban and rural youth may join a community and/or project 4-H club. Volunteer adults and teen leaders help members:

- Select projects – any of over 50
- Hold meetings – serve as an officer
- Make exhibits
- Learn public speaking
- Learn decision making through judging livestock, horse, meats, land, clothing, horticulture, poultry, ect.
- Participation in events – Summer Camp, Food Showdown, County Rally and others
- Keep project records
- Have fun – recreation and new friends
- Develop into worthwhile and useful citizens

**Club members are expected to complete projects of their choice in their homes or on their farms, on their own and with the supervision of parents and club leaders. In addition, club members are to attend and participate in 4-H club meetings and activities.**

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## **CREEK COUNTY COUNCIL**

The adult leadership council consists of the Parent-Volunteer Association which is an organized body of 4-H volunteers and parents/guardians who provide program assistance and leadership at the county level. Many county committees may stem from this group. The Association meets monthly throughout the 4-H year with a special On-trac planning meeting before the beginning of each year. Special meetings may be called as needed. Meetings are always held on the first Thursday of the month at 6:30pm. Meeting dates will be posted each September. Officers will be elected each year in September.

Teen Leadership Council - this council is usually composed of senior officers/members from each club, headed by the elected county 4-H youth officers. The group functions in program assistance and leadership at the county level, working in cooperation with the Parent-Volunteer Association and county Extension Educators.

### Creek County Extension

17806 W. Hwy 66

Kellyville, OK 74039

(918) 224-2192 (918) 227-6329 (fax)

<https://extension.okstate.edu/county/creek/>

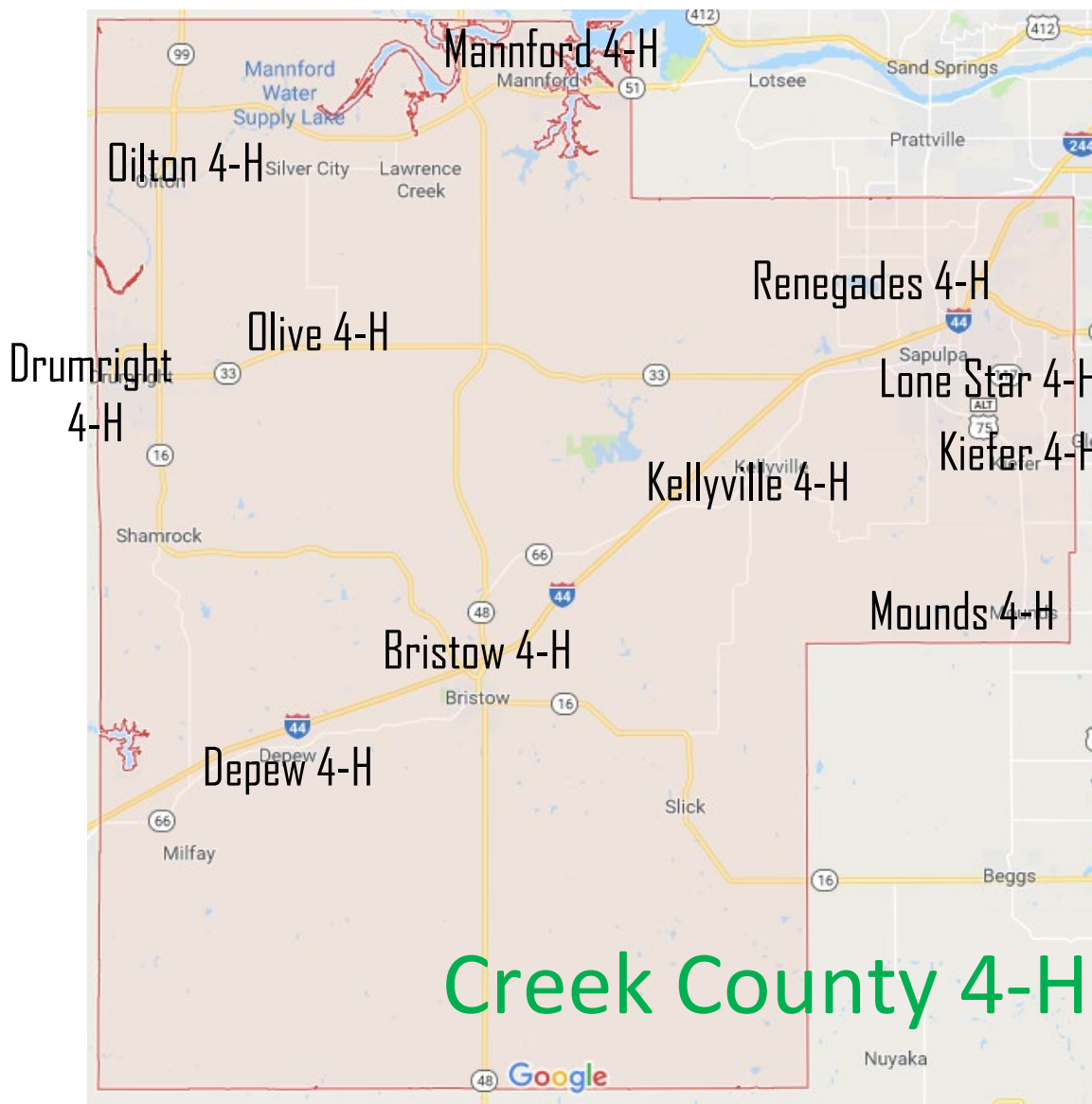
Visit our Facebook page at Creek County 4-H

<https://www.facebook.com/CreekCounty4H/>

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## Creek County 4-H Clubs



### **Community Clubs**

Bristow 4-H	Mounds 4-H
Depew 4-H	Oilton 4-H
Drumright 4-H	Olive 4-H
Kellyville 4-H	Renegades 4-H
Kiefer 4-H	
Lone Star 4-H	
Mannford 4-H	

### **Project Clubs**

Creek County 4-H Horse Club  
Creek County 4-H Poultry Club  
4-H Shooting Sports Clubs:  
Archery, Air Rifle/Pistol, .22  
Rifle/Pistol, Muzzleloader, Shotgun,  
Hunting Skills  
Homeschool SPIN Group

\*New project clubs may be added as interest arises

Visit the Creek County OSU Extension website for more information about each club and contacts. Many clubs also have Facebook pages where information can be found.

<https://extension.okstate.edu/county/creek/4-h.html>

## **GUIDELINES CONCERNING 4-H ENROLLMENT IN CREEK COUNTY**

**Members must reside or attend school in Oklahoma.**

**Grade for Enrollment:** 4-H age will be determined by the youth's public-school grade as of September 1 each year. A child's "grade division" will not change until re-enrollment on August 1. Youth may enroll in 4-H on August 1 if they are 8 **AND** in the 3rd grade on September 1. If they turn 8 after September 1 and are in 3rd grade, they will not be eligible to enroll as a 4-H member until the next 4-H year, but they may participate as a Cloverbud. When a child turns 9, they may join as a 4-H member regardless of grade level. 4-H membership ends on July 31 following the completion of the 12th grade, equivalence of 12th grade, GED or having reached the age of 19 on or before September 1, **whichever comes first**. Graduated high school seniors may complete their 4-H career by exhibiting in the fall fairs

**4-H Cloverbud (K-2nd Grade) Program:** The Cloverbud program is family-oriented and noncompetitive. Due to the developmental skills of this age group, Cloverbud members will not be permitted to participate in events where they or their projects are compared or judged against their peers. Research has shown children in this age range have unique learning characteristics and developmental needs different than older youth. Cloverbud programs are activity focused, not project-focused and build on cooperative rather than competitive learning. Cloverbud members may only participate in noncompetitive activities on a local or county basis as deemed appropriate by the OSU Extension Staff and Parent-Volunteer Association/Council. District and state activities will not be provided for Cloverbuds.

**Enrollment Requirements for Participation:** To compete in 4-H events and contests, youth must have been enrolled for 30 days prior to the event. Some events may have additional age/grade classifications as well as enrollment requirements. The family is responsible for obtaining the rules and guidelines, from the sponsoring body, of any event they choose to participate.

**Annual Enrollment:** The 4-H year in Oklahoma begins August 1 and ends July 31 of the following year. All enrollment becomes "inactive" August 1 each year, no matter the date enrolled. The Z-Suites Data Management System will annually close for maintenance and updates the month of July and no new enrollment will be accepted during this time. To enroll, go to <https://4h.zsuite.org>.

**Loss of Membership:** Membership in 4-H is a privilege and may be denied to or withdrawn from persons who have exhibited any of the following behavior(s): Convicted of a crime, Banned from school or school-related programs or another organization, Violated the 4-H Code of Conduct, Exhibited behavior that may discredit the image of the 4-H program, Placed another individual or animal at undue risk, Violated published rules or guidelines governing the 4-H affiliated events or activities.

**Program Fee:** A 4-H Program Fee was implemented September 1, 2016.

- The cost is \$20 per year and applies to all 4-H youth enrollment (Cloverbuds and 4-H members).
- If a youth is enrolled between August 1 and July 31 of the 4-H year, the full \$20 fee will be collected. There will be no pro-rated fee based on enrollment date.
- There will be no refunds issued once enrollment has been approved.
- **The payment must be remitted to the county Extension Office within 30 days of enrollment, or the enrollment will be rolled back to inactive or new enrollment will be deleted.**
- The program fee can be paid a) Online by credit/ debit card; b) Cash/check/money order to the county Extension office; c) 4-H club or another organization; or d) Requesting financial assistance through the Extension office.
- The 4-H program fee is based on an individual's membership, not by club. Members are required to submit only one program fee annually through their primary 4-H club.
- Families with three or more children will pay a maximum of \$60 in 4-H program fees. The definition of family is identified as children living at the same address.
- No child will be denied the opportunity to enroll in 4-H due to the inability to pay. Be it understood, the enrollment process is not complete (which means "Active") until the fee is paid. Contact the county Extension office about local scholarships or opportunities for satisfying the program fee requirement.

**4-H Adult Volunteer Enrollment and Certification:** Serving as a volunteer with the Oklahoma 4-H Program is a privilege. Volunteers serve at the pleasure of the Oklahoma Cooperative Extension Service and Oklahoma State University. A breach in the Volunteer Behavioral Guidelines or any other established rules/guidelines is grounds for immediate dismissal as a 4-H volunteer.

Active Enrollment Status: An individual who Meets the age requirement (21+), Completed a certification process: enrollment, application, background check, training, and approval process, Annually completes the 4-H enrollment process through 4-H online enrollment system, Annually complete the required continuing education, including Working with Minors and Title VII and IX training, On a regular interval, all volunteers will be re-certified completing the certification process.

**4-H Program Insurance:** Only youth and certified volunteers who have completed enrollment criteria will be covered by 4-H program insurance.

## **WHY IS IT IMPORTANT TO INVOLVE PARENTS IN 4-H CLUBS?**

### **IT IS IMPORTANT TO THE 4-H MEMBER:**

With parents participating in the club, the 4-H member gains support, confidence, assistance, and a feeling of security that they might not have had otherwise.

### **IT IS IMPORTANT TO THE 4-H PARENT:**

Participation in the 4-H clubs can give parents a feeling of contribution to their community, being helpful to young people and value. Being involved also keeps participants and parents informed of events, activities, and additional opportunities.

### **IT IS IMPORTANT TO THE LEADER:**

4-H parents can serve 4-H leaders with time and work. Parents can provide skills that club leaders may lack.

## **HOW CAN LEADERS INTEREST PARENTS IN PARTICIPATING IN THE CLUB PROGRAM?**

1. Get parents to attend club organizational meetings.
  - a. Explain what 4-H club work is
  - b. Explain what is expected of a 4-H member.
  - c. Explain how the parent can be of help
2. Hold special parent meetings.
3. Home visits and telephone calls by local 4-H leaders to parents.
4. Both leaders and members inviting parents to attend meetings and events.
5. Be specific when asking parents for help and be sure it is meaningful help they are asked to give.
6. Ask parents to serve on advisory councils to local leaders.

## **WHAT CAN PARENTS DO TO SUPPORT AND/OR HELP IN THE 4-H CLUB PROGRAM?**

1. Hold 4-H club meetings in their home.
2. Help members select, finance, and manage their project.
3. Encourage record keeping.
4. Help club members get to club meetings and events.
5. Attend club meetings and events.
6. Help plan the club program.
7. Serve on committees to help plan and conduct events.
8. Share special talents (piano playing, song leaders, flower arranging, ect.)
9. Help leaders conduct project work.



## **LOCAL 4-H LEADERSHIP POSITIONS**

### **ORGANIZATIONAL CLUB LEADER:**

These leaders provide the basic overall leadership for 4-H clubs. Volunteer leaders coordinate the club's programs, giving general guidance and leadership. Communication with 4-H members, other local leaders, and community and county extension staff is a key responsibility of the organizational leader.

### **PROJECT LEADER:**

Project work is the tool that 4-H primarily uses to develop growth. Project leaders provide expertise, experience or simply leadership in specific project areas as they work with members. These leaders form local project groups for the in-depth work in a specified project.

### **ACTIVITY LEADER:**

Activity leaders help organize local activities for the 4-H to enhance the learning and development of the 4-H members. An activity leader also provides local 4-H members the help they need in participating in county activities such as share-the-Fun, Dress Revue and County Rally.

### **TEEN LEADER:**

A teen leader is a senior 4-H member who assists with local 4-H programs. There are various levels of responsibility which a teen leader may assume. A teen leader may simply assist an organizational leader with 4-H enrollment or with other leadership tasks as requested by local project and activity leaders. As they acquire experience and training, teen leaders may become the project or activity leader for a local club.

### **RESOURCE LEADER:**

A resource leader is a volunteer who assists the 4-H program on a short-term basis in local and/or county situations. The resource leader may be an instructor for a special interest program, a guest speaker for a 4-H club program or may assist in many other ways.

### **HOW TO BECOME A LEADER:**

To become a Creek County leader, an individual must complete a 4-H Volunteer Certification Application, undergo a background check, and attend volunteer orientation. Contact the 4-H Educator for the application.

### **TO MAINTAIN LEADER STATUS:**

To maintain status, certified volunteers must attend Parent-Volunteer meetings, complete four hours of training annually, including Working with Minors and Title 7&9.

If you are interested in becoming a club leader, volunteer, or starting a project club in Creek County 4-H, please contact the Creek County Extension Office at (918) 224-2192 or stop by 17806 W. Hwy 66 Kellyville, OK

## **TEEN LEADERSHIP COUNCIL** **INFORMATION SHEET**

### **OBJECTIVES:**

- ❖ Make 4-H more visible across Creek County.
- ❖ Maintain relations with 4-H alumni and supporters.
- ❖ Help 4-H members understand and tell the 4-H story.
- ❖ Represent Creek County 4-H at selected public events and at local and county 4-H Programs.

### **ROLES AND FUNCTIONS:**

- ❖ Supplement county efforts by attending events and providing leadership to members.
- ❖ Create media relations across the county by writing articles for newspapers.
- ❖ Contact leaders within the political system (legislators, county, budget boards, etc.)
- ❖ Speakers
- ❖ Trainers

### **EXPECTATIONS:**

- ❖ Prepare and lead a workshop at the county level or higher.
- ❖ Attend a club meeting other than clubs that they are associated with.
- ❖ Give a speech at the county level or higher.
- ❖ Attend Officer Retreat/Training
- ❖ Attend 75% of Youth Officer Meetings

### **WHO CAN BE A COUNTY OFFICER?**

- ❖ To run for Sr. office the 4-H member must be thirteen (13) years old by September 1 of election year OR twelve (12) years old by September 1 for Junior Council.
- ❖ Must be enrolled in the Creek County 4-H Program no later than December 1 of the year before the election.
- ❖ Must be available within the county during the year elected to carry out duties of the office.
- ❖ Have not completed more than one semester of college or post-high school training at the time of election.
- ❖ Must have turned in a 4-H Record Book to the OSU Extension Office. It may be either a State or County record book, but it must be turned in by the respective deadline to qualify.
- ❖ Candidates should apply for County Office by the Deadline for County Record Books.
- ❖ Must continue to meet all requirements and duties verified in the constitution. Failure to do so will result in my removal from office.

### **Election Information**

Officer candidates that wish to apply for a Creek County 4-H Officer position will need to fill out a "Teen Leadership Council Application" due the same day as record books and return to the Extension Office. Officer candidates will be required to complete an interview as part of the selection process.

**All requirements, duties, expectations, etc. regarding the county youth officer team are at the discretion of the County 4-H Educator and are subject to change at any time.**

## 4-H AWARDS

**4-H YEAR:** July 1 - June 30 – Revised July 2022

**OFFICIAL 4-H AGE:** Determined by the youth's public-school grade as of September 1 of the award year.

**OFFICIAL AGE DIVISIONS:** (Per State Rules & Regulations)

Two (2) Age Divisions:

Junior – 3<sup>rd</sup> – 7<sup>th</sup> Grades

Senior – 8<sup>th</sup> – 12<sup>th</sup> Grades

Three (3) Age Divisions:

Junior – 3<sup>rd</sup>- 5<sup>th</sup> Grades

Intermediate – 6<sup>th</sup>- 8<sup>th</sup> Grades

Advanced – 9<sup>th</sup> – 12<sup>th</sup> Grades

### COUNTY RECORD BOOK (Required for all County awards and scholarships)

County Record Books will be due in the Extension Office by 4:30 p.m. on the first Monday in July unless otherwise stated by the county Extension Educator. The Record Book should be completed in the 4-H member's handwriting or typed by the member. It may contain all 4-H work since eight (8) years of age or beginning of membership with the current year in front and all previous years in back. Only the current year's work will be judged. Record Books should include the following (in accordance with criteria):

- Folder
- Application/Awards Sheet
- Cover Page
- 4-H Story
- Participation Section
- Project Section
- Photos

\*Blank divider pages with tabs labeling each section and individual project are to be used.

\*County Record Book Starter Kits will explain guidelines in more detail. These are available at the Extension Office and on the website.

**Purpose:** To enhance members record keeping, writing and goal setting abilities.

**\*\*County and/or State Record Books will be required to receive any county funding for Events and to run for County officer positions.\*\***

## 4-H PROJECT MEDALS

The following is a list of the criteria which will be used to determine county awards in all 4-H projects. All criteria must be completed to earn the desired medal. A medal may be received more than once in any project area. Project awards, based on the record book, are given to 4-H members each year at the 4-H banquet. **4-H'ers may earn up to three (3) project medals per year.**

### BRONZE

- Complete a 4-H record book (project pictures optional).
- Write a 4-H Story (at least a ½ page).
- Participate in 1 county level 4-H event. \*
- Be involved in one citizenship project.
- Learn 3 new things as a result of this project.
- Be an enrolled member of a 4-H club and attend meetings regularly.

### SILVER

- Complete a 4-H record book (project pictures required).
- Write a 4-H Story (at least 1 page).
- Participate in 2 county level 4-H events. \*
- Be involved in one citizenship project related to project.
- Learn 3 new things as a result of this project.
- Give a speech or illustrated presentation related to project; can be given at club meeting, civic groups, or county 4-H events.
- Be an enrolled member of a 4-H club and attend meetings regularly.

### GOLD

- Complete a 4-H record book (project pictures required).
- Write a 4-H Story: At least 1 page – Recommended Juniors- 1½, Intermediate 2, Seniors 3 pages
- Participate in 3 county level 4-H events. \*
- Be involved in one citizenship project related to project and one other citizenship activity.
- Provide at least one form of leadership in project area and one from another area.
- Learn 5 new things as a result of this project.
- Give two speeches or illustrated presentations – one related to project and one over any other topic; can be given at club meetings, civic groups, or county 4-H events.
- Be an enrolled member of a 4-H club and attend meetings regularly.

### PARTICIPATION CERTIFICATE

- Complete 4-H record book (project pictures optional)
- Write 4-H Story (1/2 page)
- Learn at least one thing related to project
- Does not meet criteria for Bronze medal
- Be an enrolled member of a 4-H club and attend meetings regularly.

\* **County Events:** County Fair; Pumpkin Show; Impressive Dress; Dress Revue; Share-The-Fun; County Spring Livestock Show; Food Showdown; Dutch Oven Cook-off, Cupcake Wars, County Rally; 4-H Camp; Workshop Week, Christmas Party, Duds to Dazzle, County Level Shooting Sports Event

## **BEST OVERALL BOOK AWARD**

This title will be awarded to the most outstanding record book in each of the 3 age categories. This award category does not require an interview. Record books will be evaluated for:

1. How well record book guidelines were followed
2. Organization and Neatness
3. 4-H members involvement and 4-H Story

## **CLOVER AWARD**

The Clover Award is an annual recognition program that allows 4-H members to accumulate points for participation in various 4-H events and activities. It encourages active involvement in the 4-H program and awards members for their efforts. It requires 4-H members keep accurate records. This award requires a separated application in addition to the record book. Please see the application for more details.

## **RECORD BOOK INTERVIEWS**

To be eligible to receive any of the following awards, a 4-H'er must participate in a short interview covering their 4-H project work. Members will be interviewed by qualified judges. 4-H'ers must participate in the interview on the day scheduled. The specific interview date will be announced. Phone/Virtual interviews will be conducted on the same day as the scheduled interview. No exceptions!

## **LEADERSHIP AND CITIZENSHIP AWARDS**

These award categories recognize the top senior and junior 4-H member displaying outstanding effort toward Leadership or Citizenship through their 4-H work and records. This can be effort through individual or club participation in any 4-H project area. Awards winners will be presented with a plaque at the Achievement Banquet.

## **OUTSTANDING FIRST YEAR MEMBER**

This award recognizes outstanding First Year 4-H members and their 4-H project work on the local and county level. A plaque will be presented at the Achievement Banquet. Can be the members first year in any age group.

### **Grade as of Sept. 1<sup>st</sup>**

Junior – 3<sup>rd</sup> – 5<sup>th</sup>

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

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

1. County Record Book Form entered for current year.
2. Participate in interview.
3. Must be first complete year enrolled in 4-H work (July 1-June 30).

## **OUTSTANDING INTERMEDIATE 4-H MEMBER**

This award recognizes one outstanding intermediate 4-H member in Creek County who has achieved on a local and county level and has shown progressive growth and development in their 4-H work.

1. Must be in 7<sup>th</sup> – 9<sup>th</sup> grade the year in which the award is received.
2. Must enter a County or State Record Book for current year.
3. Must participate in interview.

## **CREEK COUNTY JUNIOR HALL OF FAME**

This award recognizes two outstanding junior 4-H members in Creek County who have been high achieving on a local and county level and have shown progressive growth and development in their 4-H work. Their portrait will hang in OSU Extension Office for one year.

1. Must be in 7<sup>th</sup> grade or below as of September 1<sup>st</sup> of the year in which the award is received.
2. Must enter a County Record Book for current year.
3. Must participate in interview.

## **CREEK COUNTY SENIOR HALL OF FAME**

This award recognizes two outstanding senior 4-H'ers in Creek County who have been high achieving on a local and county level and have shown progressive growth and leadership development in their 4-H work. Their portrait will hang in OSU Extension office for one year.

1. Must have completed the 9<sup>th</sup> grade and not have passed their 19<sup>th</sup> birthday.
2. Must submit a County or State Record Book (overall participation)
  - a. Achievement
  - b. Leadership
  - c. Citizenship
3. Prefer a 4-H member who participates on a local and county basis in a wide variety of educational programs and activities.
4. Number of years in 4-H are given preference only if candidates have been rated equally on other factors.
5. Progressive growth and leadership development on a local and county basis in their 4-H work exhibited through their 4-H record.
6. Must participate in interview.

## **4-H TRIP SELECTION PROCEDURE**

*\*\*All information in this section is for general information. Exact details on all trips may vary from year to year according to rules and regulations set up by the State or District 4-H office. \*\**

4-H'ers cannot win more than one out-of-state trip in a year. If they are winners of a state sponsored trip, it has no bearing on the previous rule. An individual may receive the awards only once.

The 4-H member must be 15 years of age by January 1 of the current year to qualify for out-of-state trips.

Funding of these trips is subject to approval by the Creek County 4-H Leaders Council. To be eligible for county money, 4-H'ers must meet the guidelines set forth by the Leaders Council.

Eligibility requirements for county money to be used for 4-H trips:

1. Must turn in a record book.
2. Must participate in 30% of county competitive activities.
3. Must do a community service project at least once a year.

***If a member did not receive a scholarship after applying; they are welcome to finance their own trip when space is available.***

## **CITIZENSHIP WASHINGTON FOCUS**

Citizenship Washington Focus is a 4-H leadership program for high school youth. For seven weeks of the summer, delegations of 4-H members from across the country attend this exceptional program at the National 4-H Youth Conference Center, located just outside Washington, D.C. The program is aimed at enriching young people's lives by broadening their appreciation and respect for themselves and others in the world. Participants attend workshops, committees, field trips and social events, giving them hands-on opportunities to learn and grow. Participants learn and practice skills that will make them better citizens and more successful individuals.

## **SENIOR LEADERSHIP CONFERENCE**

Oklahoma 4-H delegates will have the opportunity to:

- Establish new friendships with fellow 4-H members and leaders.
- Participate in social and educational programs by being a participant, not a spectator.
- Experience and develop greater personal growth.
- Continue to develop leadership and citizenship skills.
- Reach for new career ideas and cultural development in areas of business, agriculture, science, industry, education, and the arts.
- Share personal experiences with others through things that have been meaningful to your growth and development.

## **CREEK COUNTY 4-H SCHOLARSHIP GUIDELINES**

The following are the guidelines for the Creek County 4-H Scholarship, valued at \$500. To apply for the scholarship, complete the Creek County 4-H Record Book and turn it in by July 1st.

- The scholarship becomes available when registration is verified at the end of the first semester.
- If a member becomes ineligible for a scholarship, the scholarship is revoked and transferred to runner-up. Ineligibility will occur if the recipient fails to attend post-secondary education within one (1) year.
- Creek County 4-H members are eligible for the \$500 for any post-secondary education. (Vo-Tech, college, etc.)
- It is open to all 4-H members who are high school juniors or high school seniors planning to continue their education.
- Applicants must exhibit leadership potential, participate in community service activities and be a 4-H member.
- The recipient will be selected based on their applications, interviews, and participation in the Creek County 4-H program.
- May use the scholarship to cover the costs of tuition, fees, books, room and board, computers, health insurance, and other college-related expenses.
- In the event a junior is awarded the scholarship, they will not be eligible during the senior year.
- The scholarship is only available to full-time students.

## **COUNTY EVENT SCHOLARSHIPS**

Small scholarships are available most years for events such as Summer Camp and State Roundup. To be eligible for these scholarships, members must have completed a record book during the previous year.

## **SPECIAL PROJECT AWARDS**

There are special awards available for 4-H'ers who present speeches or illustrated presentations in certain project areas (listed below.) The presentations must be of blue ribbon quality AND presented at the county level or higher. Winners will be recognized and receive special awards at the County Achievement Banquet.

**Breads:** A senior team and one individual demonstration is eligible and one junior team and one individual demonstration is eligible to receive awards. A 4-H member may receive the bread award only one time as a junior member and one time as a senior member.

Awards donor: The Shawnee Milling Company - Shawnee, Oklahoma

**Dairy Products:** One team and one individual of a Dairy Products illustrated presentation are eligible to receive awards. A 4-H member may receive the Dairy Products award only one time during their 4-H career.

Awards donor: The Associated Milk Producers, Oklahoma Division Oklahoma City, Oklahoma

**Peanut Production or Foods:** Two individual presentations or one team are eligible to receive awards. A 4-H member may receive the Peanut Production or Foods award only one time during their 4-H career.

Award donor: Oklahoma Peanut Commission

**Pork Promotion:** One individual presentation is eligible to receive this award. A 4-H member may only receive this award once in his or her career. Winners must present a pork-related presentation that promotes pork as a food, not only the production. The winner must also complete the Oklahoma Pork Council Award application.

Award donor: Oklahoma Pork Council

**Water Conservation:** One individual presentation or demonstration is eligible to receive this award. A 4-H member must give their presentation or demonstration on water conservation, protection, and utilization.

Award donor: Oklahoma Water Resources Board



## **STATE 4-H AWARDS**

More information on State 4-H Awards can be found at:

<https://4h.okstate.edu/members/record-book-and-scholarship-information/record-book-and-scholarship-info.html>

### **STATE 4-H RECORD BOOK**

To apply for Level I and II State Scholarships members will complete a state 4-H record book. This book includes all work the member has done in the project area.

A 4-H member must have started the 8th grade in the program year in which he/she entered the project book(s) or special awards program(s). The 4-H member may be no older than 19 years of age by September 1 OR have completed their senior in high school of the year he/she entered the project book(s)). Members may enter up to two Level I state project books.

If a member is interested in completing a State Book, they are responsible for notifying the 4-H Office to obtain the appropriate forms. By completing a State 4-H record book, members are eligible for scholarships through the State 4-H Foundation. You should have your State Record Book to the Extension office by 4:30 p.m. on the first Monday in April for review. The State Record Book is composed of:

- ❖ 4-H Record Book Cover
- ❖ Oklahoma Report Form
- ❖ A story specific to project area in which book is entered
- ❖ Three pages of project pictures
- ❖ And other necessary forms as mandated by state office

### **OTHER STATE 4-H SCHOLARSHIPS**

Level III and IV Scholarships have separate application requirements which can be found at the address above. Level III is reserved for graduating high school seniors whereas Level IV is specifically geared specifically for undergraduate students who will have completed at least one year of college by the time they are selected for their award.

Pickens Legacy Scholarship is available for those who are planning to attend Oklahoma State University Stillwater campus or are currently enrolled as an OSU student. Applications are due February 1 to the Oklahoma 4-H office.

### **STATE 4-H HALL OF FAME AND BLUE AWARD GROUP**

The Oklahoma 4-H Hall of Fame is designed to recognize Oklahoma 4-H'ers who have developed outstanding programs in 4-H projects – including achievement, leadership, citizenship and personal development – and who exemplify the high ideals of 4-H work. Blue Award Group nominees will be selected based on participation and accomplishments in projects and activities.

Applicants must be a sophomore, junior or senior in high school by September 1 of the current 4-H year.

- A 4-H member may apply for Oklahoma 4-H Hall of Fame until he/she has reach 19 years of age or completed his/her senior year of high school.
- Must have been an active Oklahoma 4-H member for at least 3 years in Oklahoma or another state.
- Must have submitted a record book at the state level for at least 2 years (current year can be included).

## **NATIONAL 4-H CONGRESS**

National 4-H Congress is the flagship event of the 4-H program, typically held the Friday through Tuesday following Thanksgiving each year. Since the 1920s, youth from the United States and its territories have participated in this youth leadership-development conference. National 4-H Congress provides youth a quality, educational, and cross-cultural experience exceeding what any state independently provides. It is designed to address the needs and issues of youth while helping to develop capable, competent and caring citizens.

The program is built upon the Cooperative Extension System's belief that young people can be significant partners in addressing the issues that face our nation, especially those affecting youth. Each year a national design team of Extension educators, 4-H youth and 4-H adult volunteers, analyze current youth issues and determine the most effective ways to address them. The program combines sessions, seminars, discussion groups and a service learning experience. The nation's most outstanding community leaders, speakers and educators present the most current and timely information available.

The number of Oklahoma delegates selected will be determined based on funding available. Applicants for National Congress must be in 10th or 11th grade at the time of application with enrollment status as ACTIVE in 4-Online. National 4-H Congress can only be awarded once. Applicants must submit the following items (in a folder) by the published deadline:

- National 4-H Congress Application
- Personal résumé (two page limit)
- 1 page essay, double spaced, size 12 point font. Content should include "Why I want to attend National 4-H Congress and what I plan to do with the experience(s) when I return home."
- Applicants may also be interviewed by a selection committee if there are more qualified applicants than Oklahoma can send.

## **OKLAHOMA 4-H KEY CLUB**

Since 1950, 4-H Key Club has been recognizing the accomplishments of Oklahoma 4-H members. The club seeks to honor those 4-H members who possess leadership, loyalty and a sense of responsibility to the total 4-H program. Membership in the Oklahoma 4-H Key Club is an honor extended only to top 4-H members. Once 4-H'ers become Key Club members they accept the obligation to support the 4-H organization throughout their lives, both financially and with their time. Key Club members also strive to stay updated with Oklahoma 4-H and Oklahoma 4-H Key Club.

### **Qualifications for membership**

1. Must be a 4-H member.
2. Must be at least 15 years old or older on September 1 of the current 4-H year in which they apply.
3. Must submit completed application form by the published state record book deadline.
4. Must accumulate the minimum number of points (400) on the application form.
5. Must be approved by the responsible county Cooperative Extension educator.
6. Must make at least one presentation to a 4-H group about Key Club.
7. Must make at least one presentation to a non-4-H group about the 4-H Youth Development Program.

## **EVENTS HELD EACH YEAR**

To participate in any event, members must be enrolled and in good standing with their local club. Dates, times, and locations for events are set in August of each year. Check the yearly calendar for information.

### **ACHIEVEMENT BANQUET:**

The 4-H Banquet held in August is the awards program for all 4-H'ers receiving special recognition during the past year. To receive an invitation, a member must have turned in a County or State Record Book.

### **CREEK COUNTY FAIR:**

Refer to annual Creek County Fair Catalog for specific information. The Fair Catalog is published in the Sapulpa Herald in late August or early September. Or, visit the Creek County Fairgrounds website at for the previous year's information. Members must have "Active" 4-H enrollment to exhibit in the 4-H.

### **CREEK COUNTY 4-H IMPRESSIVE DRESS & DRESS REVUE:**

This event is designed to increase member's awareness of appropriate attire for various events. Garments can be purchased or constructed for the Impressive Dress Competition. Garments must be constructed by the member and modeled for the Dress Revue Contest.

### **4-H PUMPKIN SHOW:**

The Pumpkin Show highlights one of fall's most famous crops, the pumpkin! It gives 4-H'ers the opportunity to express their creativity through art, cooking, decorating all centered around a pumpkin theme.

### **SHARE-THE-FUN:**

This is an entertaining event in which 4-H'ers can display their talents on stage for an audience. Individuals and groups are eligible. Winners may go on to compete at the District or State talent contest depending on age.

### **DUTCH OVEN COOK-OFF:**

Teams of 3 complete a meal involving a required ingredient using only Dutch ovens and coal fire for cooking. Teams' setup decorated themed tables and give a presentation of the dishes to judges. Meals are judged on taste, quality, and presentation.

### **COUNTY RALLY:**

Annual county-wide speech contest. Talks and Demonstrations may be presented on any project area. Individuals and teams may compete. All 4-H members and Cloverbuds are encouraged to participate.

### **FOOD SHOWDOWN:**

This contest challenges teams of 4-H members to create a dish using unknown predetermined ingredients and common pantry items. From the provided ingredients, team members must use their food and nutrition knowledge, creativity, and leadership skills to prepare a dish and make a presentation to the judges. The presentation will include information about the serving size, nutritional value, and cost of the dish. This contest allows members to demonstrate their culinary and food safety skills to judges and observers.

### **CUPCAKE WARS:**

Teams of 2 decorate and present 3 themed cupcakes to judges. Contestants are judged on knowledge and skill of the decorating techniques and baking.

### **CREEK COUNTY SPRING LIVESTOCK SHOW:**

Held at the Creek County Fairgrounds at the end of February/first of March. Information on animal project nominations, shows, and the sale will be available each year in the Fall at the Creek County Extension Center or on the Creek County Fairgrounds Website. This event is an opportunity for 4-H'ers to display their skills with livestock. All participants must be in good standing with their local club and at the county level.

### **CREEK COUNTY 4-H CAMP:**

4-H camp is generally held at the end of May at Saints Grove. It is a three day-two night camp designed to be educational as well as fun. It is open to all 4-H members in Creek County that have completed the 3<sup>rd</sup> grade or are at least 9 years old; youth over the age of 13 may attend camp as Camp Counselors. Camp Counselors must attend mandatory counselor training and will be responsible for teaching a workshop.

### **DUDS TO DAZZLE:**

NEW FOR 2023! A competition for those serious about sewing! This design and construction contest is the ultimate test of skill and creativity. Teams of 3 will compete to repurpose a textile into a new creation within a certain design category.

### **SUMMER WORKSHOPS:**

Look for various workshops throughout the summer! Open to all 4-H youth who are interested in making exhibits for the fall fair, discovering new project areas, and learning new life skills. Watch for newsletters in April or May for more information. Special workshops geared toward Cloverbuds will also be held.

### **JUDGING EVENTS:**

Creek County 4-H members may participate in numerous judging (livestock and non-livestock) events including the Tulsa State Fair and Big 3 Field Days in Stillwater which is held in July. Contact your 4-H leader or the county extension office for details.

### **DISCOVERY UNLIMITED:**

Discovery Unlimited is an overnight youth conference held at Sky Ranch in Cave Springs. Members in the 5<sup>th</sup> or 6<sup>th</sup> grade are eligible to attend. This is often a first leadership experience for many young 4-H members.

### **NORTHEAST DISTRICT YOUTH-IN-ACTION CONFERENCE:**

Two-night, three-day district leadership conference built around a general theme. Special instructors are used to teach principles of leadership to 4-H youth. YIA is held in October during State Fall Break. Cost will be incurred by member and transportation is provided. To attend, delegates must be in the 7<sup>th</sup> -12<sup>th</sup> Grade and be active and currently enrolled in the 4-H program.

**NORTHEAST DISTRICT CONTEST DAYS:** Held end of May/beginning of June. It is a district contest in which members may compete in speech and talent contests, various skill-a-thons, tractor/ATV driving, livestock and clover quiz bowls, competitive food events, Fabrics and Fashions, and Archery. Some contests require participation in qualifying county events or certifications.

### **STATE 4-H ROUNDUP:**

A 3 day state-wide leadership conference held on the OSU campus. 4-H members are encourage to participate in numerous competitive events and attend workshops. Delegates are responsible for their own expenses unless otherwise decided by the Parent's Council. Must have completed the 7<sup>th</sup> grade to attend and must attend Roundup orientation to complete forms.

### **STATE FAIRS:**

Monitor the Tulsa State Fair website <http://www.tulsastatefair.com> or Facebook page for information regarding livestock exhibits or contact the extension office for dates.

### **STATE ADULT VOLUNTEER CONFERENCE:**

Leaders across the county are encouraged to attend this one-day conference held on the OSU Campus in Stillwater to gain knowledge of the 4-H program, find resources, and acquire new ideas. This conference is generally held during the summer. For more information, contact the OSU Extension office.

## **CLOVERBUDS**

### **DESCRIPTION:**

The 4-H Cloverbud program is a state-wide program that provides non-competitive learning experiences for Oklahoma youth between the ages of 5 and 7 (or kindergarten through second grade). The following is a listing of the projects Cloverbuds may enter in various 4-H events.

### **4-H PUMPKIN SHOW:**

1. Jack-O-Lantern created by child, can be paper mache, real pumpkin, paper, or etc.
2. Easy snack food item prepared by the child using pumpkin as an ingredient or resembling a pumpkin.
3. Poster (8½ x 11) Theme: Parts of a Pumpkin, Pumpkin Uses, Pumpkin Nutritional Information

### **DRESS REVUE:**

Decorated T-shirt or other purchased fabric item that can be worn and has been decorated.

### **CREEK COUNTY IMPRESSIVE DRESS:**

Participate in one category listed in the Creek County Impressive Dress rules and regulations.

### **CREEK COUNTY FAIR:**

1. Item made from recycled materials
2. Insect collection: 10 specimens-follow directions for 1<sup>st</sup> year 4-H box.
3. Oklahoma Leaves: Collection of 5 leaves mounted and labeled on poster board.
4. Christmas tree ornament
5. 3 Cookies of one variety
6. Paper craft
7. Painted plaster or ceramic item
8. Snapshot photo, mounted on poster board-follow photography rules
9. Bead Craft
10. Horticultural Exhibit – see 4-H sections on Home Gardening/Terrariums/Dish Gardens
11. Other

### **COUNTY RALLY:**

There will be a “Show and Tell” class for Cloverbuds.

### **SHARE-THE-FUN:**

Cloverbuds will perform during the time the judges are making their decisions for the competitive divisions.

### **CLOVERBUD RECORD BOOK:**

Cloverbud members can complete a record book which is due on the same date as the regular 4-H membership books. They will receive a non-competitive award at the 4-H Achievement Banquet. They may choose to complete a Cloverbud book or a standard Creek County Record Book.

### **SPRING LIVESTOCK SHOW:**

Exhibitors must be at least 7 years old by the date of the Livestock Show. Exhibitors between the age of 7 and 9 years old must be a Cloverbud with “Active” enrollment on file at the OSU Extension Office.

### **CUPCAKE WARS:**

Cloverbuds may participate in a non-competitive class specifically for their age group as an individual or team of two.

## **4-H PUMPKIN SHOW**

Please check the calendar for the date and location.

### **PRE-REGISTRATION REQUIRED**

#### **GENERAL DESCRIPTION:**

The 4-H Pumpkin Show provides 4-H'ers the opportunity to:

- Demonstrate creativity through various mediums while highlighting one of America's native crops, pumpkins.
- Learn how to read and follow instructions in recipe preparation.
- Acquire and demonstrate skills in planning, purchasing, and preparing pumpkins in various forms.
- To practice design skills and to research different aspects of pumpkin preparation, consumer buying, and nutrition.

#### **General Rules:**

1. Each participant may enter as many classes as they wish, with only one entry per class. All exhibits must be made by the exhibitor.
2. All food exhibits must be made from scratch; except for classes 3- decorated cupcake and 4 – decorated cake.
3. It is suggested that each exhibit is to be shown in a disposable plate or container covered with transparent wrapping or a Ziploc bag. Each exhibitor furnishes their own plate and transparent wrapping or bag.
4. The recipe must be attached to the outside of the food exhibits. Place name and age on reverse side of card.

Age Division:      Jr. Division – Grades 3<sup>rd</sup> – 5<sup>th</sup>  
                              Int. Division – Grades 6<sup>th</sup> – 8<sup>th</sup>  
                              Sr. Division – Grades 9<sup>th</sup> – 12<sup>th</sup>

5. Items will be disqualified if no name is found or is placed in wrong class.
6. Pre-entry is required. The online form will be available at least 2 weeks before the deadline.
7. **All articles should be labeled in an inconspicuous place (back or bottom of article)**
  - a. **NAME**
  - b. **AGE DIVISION**
  - c. **CATEGORY**
  - d. **NAME OF CLUB**
8. Entries must be according to grade.
9. Grade is determined as of September 1<sup>st</sup> of current year.
10. Non-perishable items must have a permanent mark telling the date made.
11. Ribbons will be presented to 1<sup>st</sup> – 5<sup>th</sup> place.
12. Best of class will be determined.

**PUMPKIN SHOW - FOOD SHOW CATEGORIES (All baked items must contain pumpkin as an ingredient):**

- |                      |                      |
|----------------------|----------------------|
| 1. Breads            | 5. Candies           |
| 2. Cakes             | 6. Cookies           |
| 3. Decorated Cupcake | 7. Pies              |
| 4. Decorated Cake    | 8. Made in Oklahoma* |

\*MUST CONTAIN AT LEAST 4 INGREDIENTS MADE IN OKLAHOMA

**PUMPKIN SHOW – OTHER CATEGORIES**

**JACK-O-LANTERNS**

- 9. Jr. Carved
- 10. Jr. Painted
- 11. Jr. Decorated
- 12. Int. Carved
- 13. Int. Painted
- 14. Int. Decorated
- 15. Sr. Carved
- 16. Sr. Painted
- 17. Sr. Decorated

**POSTERS**

- May be 14"x22" or 8½x11"
- 18. Pumpkin Facts
- 19. Pumpkin Safety
- 20. Pumpkin Nutrition
- 21. Pumpkin History

**HOME DECOR**

- 22. Any Home décor item resembling a pumpkin or involving pumpkins

**PUMPKIN ART**

- 23. Any pumpkin art not previously mentioned in other categories

**Note: In the painted category the only thing allowed on the pumpkin is paint. In the Decorated category the pumpkin may be decorated with any combination of paint, paper, yarn, jewels, etc. Pumpkins in the wrong class may be disqualified!**

**TABLE SETTING CONTEST**

The purpose of the 4-H Table setting contest is to offer 4-H members an opportunity to learn how to properly set a table as well as allowing the member an opportunity to be creative in their theme and how they reflect that theme in their work.

Members will select a formal or an informal theme and bring all necessary items. It is the member's responsibility to bring all items, including, but not limited to: card table or small table, table covering, centerpiece, dishes, menu, and silverware to match the menu (**setting for one person**). At the event, the member will complete a Member Information Sheet to display with the table. **PARENTS SHOULD NOT ASSIST WITH PLACEMENT OF ITEMS!**

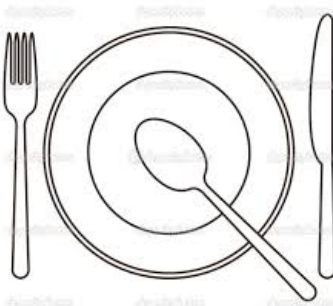
- 24. Jr. Division- 3<sup>rd</sup> – 7<sup>th</sup> grade or (8-12 years old)
- 25. Sr. Division- 8<sup>th</sup> – 12<sup>th</sup> grade or (ages 13 & up)

***\*\*Please see attached "4-H Table Setting Contest/Procedures & Guidelines".***

**CLOVERBUDS - Ages 5-8**

- 1. Jack-O-Lanterns created by child, can be real pumpkins, paper machete, painting, etc.
- 2. Easy snack food item prepared by the child using pumpkin as an ingredient or resembling a pumpkin.
- 3. Poster (8½ x 11) Theme: Parts of a Pumpkin, Pumpkin Uses, Pumpkin Nutritional Information.

## 4-H TABLE SETTING CONTEST



### PROCEDURES AND GUIDELINES

The Table Setting Contest is open to all 4-H members ages 8-18 – participants do not need to be enrolled in a specific project. It will be held during the Food and Home Show in October at the Creek County Fairgrounds. The contest will be divided into two divisions: Junior (grades 3<sup>rd</sup> – 7<sup>th</sup>) and Senior (8<sup>th</sup> – 12<sup>th</sup>).

The purpose of the 4-H Table setting contest is to offer 4-H members an opportunity to learn how to properly set a table as well as allowing the member an opportunity to be creative in their theme and how they reflect that theme in their work.

Participants select a theme and display *one place setting*, including table covering, dishes, glassware, silverware, centerpiece, and menu. The theme can be formal or informal. Once the theme is determined everything the member will need to complete that setting will be the member's responsibility to gather and bring with them to the contest. Items needed for the contest include:

- Card table or small table
- Tablecloth or some type of table covering
- Centerpiece to match the theme
- Dishes and cutlery to match the menu items
- Member's information Sheet (Below)

### CATEGORIES:

Members may enter only one category:

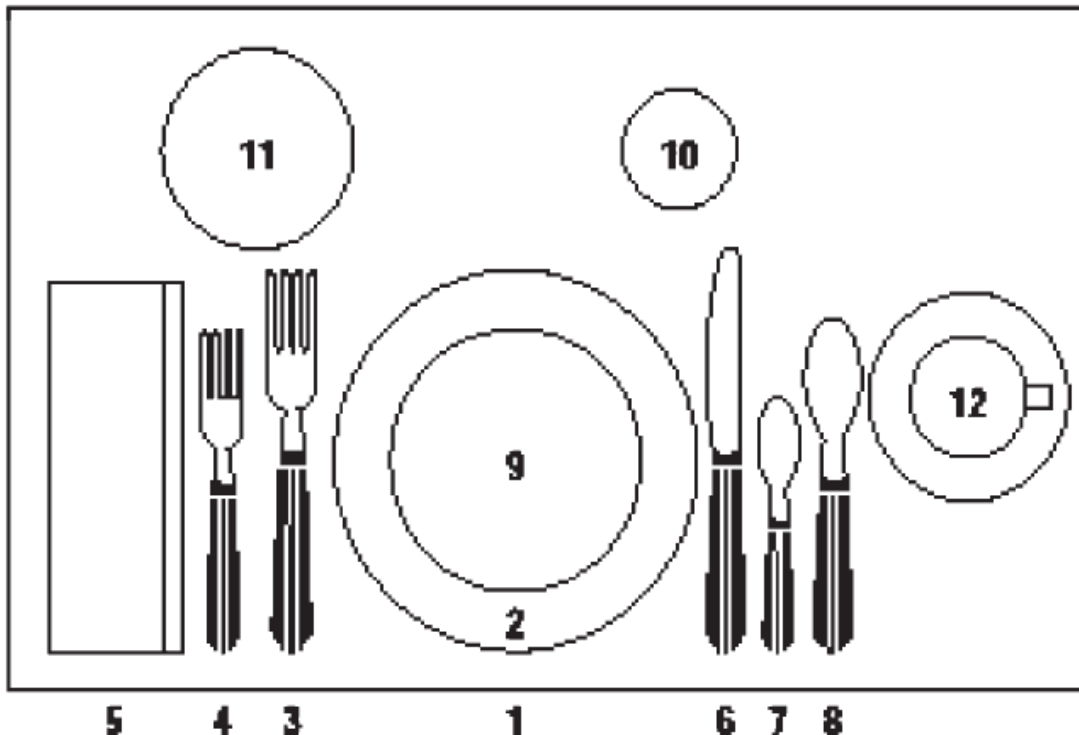
- Birthday
- Casual
- Formal
- Picnic



## Guidelines

1. The flatware, plate, and napkin should be one inch from the edge of the table.
2. The plate is always in the center of the place setting.
3. The dinner fork is placed at the left of the plate.
4. If a salad fork is used, it is placed to the left of the dinner fork.
5. The napkin is placed to the left of the fork, with the fold on the left (unless a decorative/creative fold is used). The napkin may also go under a fork or on top of the plate.
6. The knife is placed to the right of the plate with the sharp blade facing in towards the plate.
7. The teaspoon is placed to the right of the knife.
8. If a soup spoon is needed, it is placed to the right of the teaspoon.
9. The soup bowl may be placed on the dinner plate.
10. The drinking glass is placed at the top of the knife.
11. If salad, bread and/or dessert plate(s) — or bowl(s) — are used, place at the top of the fork(s).
12. The cup or mug is placed to the top right of the spoons.

*Note: Only the utensils needed are placed on the table.*



# 4-H Table Setting Contest Member's Information Sheet



Complete the following information sheet and display on table:

**Exhibitors Name** \_\_\_\_\_

**Table Theme** \_\_\_\_\_

**Division**– Junior (3<sup>rd</sup>–7<sup>th</sup> grade) \_\_\_\_\_ Sr.(8<sup>th</sup>–12<sup>th</sup> grade) \_\_\_\_\_

What made you select your theme? \_\_\_\_\_  
\_\_\_\_\_

What did you consider when planning your menu? \_\_\_\_\_  
\_\_\_\_\_

Is your menu balanced? Please list your item beside the group where it belongs:

Grains \_\_\_\_\_

Vegetables \_\_\_\_\_

Fruits \_\_\_\_\_

Proteins \_\_\_\_\_

Dairy \_\_\_\_\_

## **CREEK COUNTY 4-H IMPRESSIVE DRESS**

Please check the calendar for the date and location.

### **PRE-REGISTRATION REQUIRED**

#### **Objectives – 4-H members will learn to:**

1. Select fashionable garments
2. Select garments and accessories to enhance body type and personal coloring
3. Build a clothing wardrobe that is suited to individual lifestyle and needs
4. Recognize and wear properly fitting clothes
5. Practice good grooming and good posture to enhance personal appearance
6. Develop self-confidence and poise in dressing correctly for the occasion
7. Present their outfit to a judge – interview skills

#### **Categories – Participants are eligible to enter two (2) of the following seven (7) categories in the Impressive Dress competition:**

1. Casual Wear: garments to wear to school, fairs, rodeos, dates, movies, spectator sports, shopping, etc.
2. Active Sportswear: garments to wear to play tennis, martial arts, jogging, basketball, etc.
3. Western Wear: garments that are for western wear- western shirt, western pants, or jeans, western belt and western boots (pull on or lace up) and a hat may be worn.
4. Dress Wear: garment to wear to church and other special occasions. Boys can wear a two-piece suit or dress pants and a sport jacket. The pants and jacket do not have to be of the same fabric.
5. Formal Wear: garments to wear to weddings, formal parties, proms and other formal events. Boys should choose matched three-pieced suits, jacket, vest and pants of the same fabric. Both boys and girls must own their own garments (CANNOT BE RENTED).
6. Halloween Costume: Garment must be in good taste. Costumes that refer to improper materials, violence, rude gestures, or that are not suitable for young 4-H members will not be allowed. Garments must be checked with club leaders or the Extension Office.
7. Thrift Wear: Members are given a \$20 budget to put together a secondhand outfit from thrift shop or similar type store. Please bring your receipt.

#### **Age divisions – based on age as of September 1 of the current 4-H year:**

The contest will be divided into the following age groups:

Cloverbuds: May compete in only one category listed

Junior Level: 3<sup>rd</sup>- 5<sup>th</sup> Grades

Intermediate Level: 6<sup>th</sup> – 8<sup>th</sup> Grades

Senior Level: 9<sup>th</sup> – 12<sup>th</sup> Grades

#### **Awards:**

Cloverbuds will go through the judging process and will receive a participation ribbon. All entries in the Junior, Intermediate, and Senior Division will be judged according to blue or red. Champion and Reserve will also be selected.

#### **Judging:**

Entries will be judged on:

- How well the garment(s) fit the individual
- How well the individual presents themselves
- The consumer value of the garment
- The becomingness of the garment
- The fashion of the garment
- Individual's Oral Presentation

Questions that *Members* should be able to answer for the 4-H Impressive Dress.

1. Please tell us your name and where you are from?
2. Do you like the clothes you are wearing?
3. Do you think that the color (or colors) look good on you?
4. Did you pick these clothes out by yourself or did someone help you? If so, who helped?
5. What do you like to do in these clothes?

**Sample Score Card:**

**Creek County Impressive Dress Score Card**

Contestant Name: \_\_\_\_\_

	Possible Points	Excellent 8- 10pts.	Good 4-7 pts.
<b>OUTFIT AND INDIVIDUAL</b>			
<b>1. Fit</b>	10		
Neckline and collar fit smoothly			
Shoulder width is correct			
Chest or bust has adequate ease for fashion and comfort			
Side seams and sleeves hang smoothly and straight			
Waist and hip fit correctly for garment style			
Hem is even and appropriate length for garment and individual			
<b>2. Individual</b>	10		
Has good posture			
Is well groomed			
Has good personal presentation			
<b>3. Consumer Value</b>	10		
Outfit is well made and durable in relation to type of garment			
Upkeep is appropriate to use			
<b>4. Becomingness</b>	10		
Fabric, color, texture and design are compatible to each other			
Outfit is suitable for figure and age of individual			
Garment well pressed			
<b>5. Fashion</b>	10		
Outfit is currently fashionable			
Accessories are suitable to outfit and up to date			
<b>Total Score:</b>		_____	

Comments:

## **4-H DRESS REVUE**

Garments will be due to the Creek County Extension Office on the date specified on the calendar.  
*Held in conjunction with the Creek County Impressive Dress competition.*

### **General Description**

The Dress Revue is an opportunity for 4-H'ers to display their talents in Sewing Design & Construction.

### **General Rules**

1. 4-H'ers may enter all classes for their age group.
2. The contest will be divided into three age groups:  
Beginning Level: 3<sup>rd</sup> – 5<sup>th</sup> Grades  
Intermediate Level: 6<sup>th</sup> – 8<sup>th</sup> Grades  
Senior Level: 9<sup>th</sup> – 12<sup>th</sup> Grades  
All divisions determined as of September 1 of current 4-H year.
3. Fun construction projects will be judged separately from the clothing projects.
4. Clothing projects will be modeled by the member.

### **DRESS REVUE BY LEVEL**

#### **BEGINNING LEVEL (3<sup>rd</sup> – 5<sup>th</sup> Grades)**

##### **Construction Projects**

1. Chef or Work Apron
2. Skirt with elastic waist
3. Shorts with elastic waist
4. Simple two-piece active sportswear

##### **Fun Construction Projects:**

5. Decorated ready-made shirt – using fusible web, fabric scraps, trims, buttons, or paints.  
Paints may be used in addition to one or more of the above.
6. Recycled Item
7. Miscellaneous Textile Design (Jewelry, hair accessories, pet clothes, etc. made by sewing)

#### **INTERMEDIATE LEVEL (6<sup>th</sup> – 8<sup>th</sup> Grades)**

##### **Construction Projects:**

8. Bath Robe
9. Pull on top and coordinating bottom with elastic waist (shorts, pants, or skirt)
10. Shorts, pants, skirt, or culottes with waistband
11. One piece dress or jumpsuit
12. Two-piece garment using one of the techniques from the intermediate level sample notebook
13. Clothing item from polar fleece

##### **Fun Construction Projects:**

14. Recycle a garment (show before picture and include a cost sheet)
15. Decorate a garment using one or more of the following techniques: machine  
Decorative stitches, flat braid, sew-on appliqués, hand embroidery, or any other sewing technique.
16. Miscellaneous Textile Design (Jewelry, hair accessories, pet clothes, etc. made by sewing)

**ADVANCED LEVEL (9<sup>th</sup> – 12<sup>th</sup> Grades)**

**Construction Projects:**

- 17. Clothing item from polar fleece
- 18. Two-piece ensemble using one of the techniques from the Advanced Sample Notebook
- 19. Lined skirt, pants, or jacket
- 20. Unlined garment – 1 or 2 pieces using 2 techniques from Advanced Sample Notebook
- 21. Coat lined or unlined
- 22. Lined suit or dress
- 23. Special occasion garment (example - prom dress, English riding)

**Fun Construction Projects**

- 24. Garment constructed from another textile product such as a blanket, towel, sheet, etc
- 25. Recycled item. Attach cost sheet and a “before” picture
- 26. Embellished garment. Can be ready-made or hand made
- 27. Miscellaneous Textile Design (Jewelry, hair accessories, pet clothes, etc. made by sewing)

**\*\*The Advanced Sample Notebook is found at <https://4h.okstate.edu/projects/design-and-construction> \*\***

**For more information on Design and Construction Projects visit: <https://4h.okstate.edu/projects/design-and-construction>**

**Sample Scorecard: Creek County Dress Revue Score Card**

**Contestant Name:**

**Item:**

	Excellent 7pts	Good 5-6 pts	Fair 3-4 pts	Needs Improvement 1-2pts
Fabric appropriate to garment				
Construction appropriate to garment				
Smoothly and securely sewn - pucker-free, appropriate machine tension				
Proper use of interfacing				
Correct seam finishes				
Inner construction “invisible”				
Details and closures lie smoothly				
Finishing / hems				
Appropriately pressed				
Notions and decorative detail appropriate to fabric and garment				
Cleanliness				

## **SHARE-THE-FUN**

Please check the calendar for the date, time, and location.

### **PRE-REGISTRATION REQUIRED.**

#### **Guidelines**

Share-the-Fun is intended to provide 4-H'ers with an opportunity to perform on stage and "share-the-fun" with other 4-H members and their audience. Winners over the age of 14 will be eligible to participate in 4-H Has Talent at Oklahoma 4-H Roundup.

#### **Age Divisions: (As of September 1, of current 4-H year)**

**Cloverbuds:** Kindergarten – 2<sup>nd</sup> Grades

**Junior:** 3<sup>rd</sup> – 7<sup>th</sup> grades

**Senior:** 8<sup>th</sup> – 12<sup>th</sup> Grades

#### **Type of Act:**

1. General Variety - lip sync, novelty, comedy, skits
2. Performing Arts – instrumental, vocals, dance, drama, etc.

#### **Classification of Acts:**

1. Individual Act - Any type of act put on by one individual.
2. Small Group Act- Any act made up of two, three, or four people.
3. Large Group Act- Any act composed of five or more performers.

#### **Specific Requirements:**

1. Each 4-H Club may enter as many Individual and Small Group Acts as they desire. Large Group Acts limited to one Junior Act and one Senior Act per club.
2. A 4-H'er can be in only one Individual Act, one Small Group Act and one Large Group Act.
3. A Small or Large Group Act may consist of juniors and seniors; they will compete in the senior division and will not be eligible to participate in 4-H Has Talent at Oklahoma 4-H Roundup.
4. Make arrangements at pre-registration for music acts. Music will need to be on CD or Downloaded.

#### ***Judging criteria will be as follows:***

**Scoring:**

- Performance & Polish (50%)
- Appearance (20%)
- Audience Appeal (15%)
- Projection (15%)

**Timing** - The length of the act is not to exceed six (6) minutes from the time the curtain opens until it closes. No more than ten (10) minutes total time will be allowed for any one act. This includes time to set up and clear the stage.

Penalty points will be deducted for acts that exceed time limit:

One-half minute over – 2 point penalty

One minute over – 5 point penalty

Each additional minute – 10 point penalty

## **COUNTY RALLY**

Please check the calendar for the date, times, and location.

### **PRE-REGISTRATION REQUIRED**

#### **General Information**

- The County Rally is an opportunity to display and improve public speaking talents.
- Pre-registration is required by the due date. Electronic presentations MUST be submitted with pre-registration form.
- Results will be announced and awards presented at the conclusion of the event. Ribbons will be given to the participants at that time. Blue, red and white ribbons will be given per participant. The top two individuals per age division will be awarded Grand and Reserve Grand.
- Anyone associated with the event will be allowed in the room to watch speeches.
- Time limits are not required; however, presentations too long or too short can be a factor in placing.
- Members are responsible for getting to speech rooms in a timely manner. Hall/monitor may be available to assist in getting to the correct room.

#### **CATEGORIES & GUIDELINES**

**Cloverbuds:** There will be a "Show and Tell" class for Cloverbuds

**Regular Speeches:** Any subject, no visuals.

Juniors:	3 <sup>rd</sup> - 5 <sup>th</sup> grades	3-5 minutes
Intermediate:	6 <sup>th</sup> - 8 <sup>th</sup> grades	5-7 minutes
Seniors:	9 <sup>th</sup> – 12 <sup>th</sup> grades	5-7 minutes

**Illustrated Presentations:** Includes demonstrations and presentations with visual aids. Props must be used to qualify for this event. Teams and individuals will NOT compete for the same awards. Teams consist of two (2) people only. In presenting a team illustrated presentation, both members must share in the presentation equally (preparation and presentation).

Juniors:	3 <sup>rd</sup> - 5 <sup>th</sup> grades	3-10 minutes
Intermediate:	6 <sup>th</sup> - 8 <sup>th</sup> grades	5-12 minutes
Senior:	9 <sup>th</sup> – 12 <sup>th</sup> grades	5-12 minutes

**Electronic Speeches:** The Electronic Speech presentation contest is for 4-H members to demonstrate the skills necessary to develop and present an electronic presentation in a professional manner.

Juniors:	3 <sup>rd</sup> - 5 <sup>th</sup> grades	3-10 minutes
Intermediate:	6 <sup>th</sup> - 8 <sup>th</sup> grades	5-12 minutes
Senior:	9 <sup>th</sup> – 12 <sup>th</sup> grades	5-12 minutes

**Extemporaneous Speech:** Members are given a topic relating to 4-H or a current issue. The member should follow regular talk format with introduction, body and closing. Props are not to be used. See Extemporaneous Speech Guidelines (found on page 38) for more information.



Juniors:	3 <sup>rd</sup> - 5 <sup>th</sup> grades	2-5 minutes
Intermediate:	6 <sup>th</sup> - 8 <sup>th</sup> grades	3-5 minutes
Seniors:	9 <sup>th</sup> – 12 <sup>th</sup> grades	3-5 minutes

**Ritual:** Members recite the ritual in front of a judge. Judging is based on knowledge of the ritual, voice, stage presence, and power of expression.

**Job Readiness:** Job Readiness is an individual event that recognizes members who communicate a personal understanding of and ability to perform specific job requirements. Each age level will have specific criteria.

Junior:	3 <sup>rd</sup> - 5 <sup>th</sup> grades
Intermediate:	6 <sup>th</sup> - 8 <sup>th</sup> grades
Senior:	9 <sup>th</sup> – 12 <sup>th</sup> grades

## **ILLUSTRATED PRESENTATION GUIDELINES**

1. Illustrated Presentations include both demonstrations and presentations with visual aids. Props must be used to qualify for this event.
2. Participants must pre-register by due date. Please identify age and presentation type on the presentation form. For team presentations, fill out only one (1) registration form.
3. It is the responsibility of the individual or team to be at the proper place and time to give the presentation.
4. Teams and individuals will not compete for the same awards. Teams are composed of two individuals and may consist of no more.
5. Teams with individuals of two different age categories will participate in the older age category of the participating individuals. Example: A team consisting of an 11 year old and 12 year old will participate in the intermediate category (Intermediate: 12-14 years)
6. Foods Illustrated Presentations: All 4-H members must bring all needed equipment with them, including items needed to clean up after their presentation. No supplies will be available. Water in the room may be optional. Electricity will be available. Please keep these things in mind when compiling your materials needed for presentation. ***It is the responsibility of the individual/team to clean up the demonstration table following their presentation.***
7. Special audio-visual equipment will not be provided at the contest -- the individual is responsible for providing these materials. It is important to check all technology with the Extension office before the contest.
8. No firearms, live ammunition, rocket engines, or explosive powders will be allowed without the WRITTEN consent of OSU Extension staff.
9. Live (small) animals may be used **WITH PRE-APPROVAL**; however, it is the responsibility of the individual/team to clean up the demonstration area after their presentation.

## **ELECTRONIC PRESENTATION GUIDELINES**

1. 4-H members who participate in this contest should develop and demonstrate public speaking skills using an electronic presentation as an illustration to add emphasis to their presentation. The electronic program is not meant to be the members' presentation; it is designed to add dimension and illustration

to the members' public speaking presentation. 4-H members are expected to design and create their own electronic presentation.

2. Presentations using PowerPoint, Prezi or other software as a medium for illustration can only be presented in the Electronic Speech Division.
3. Depending upon the number of pre-registrations, subject matter categories may be merged or split into smaller sections.
4. A laptop computer and LCD projector will be provided. However, participants may bring their own equipment. Participants must also bring a second copy of their electronic presentation with them to the contest. **Make sure the Power Point presentations will run on Office 2007 program.**

## **EXTEMPORANEOUS SPEECH GUIDELINES**

- Contestants will be expected to prepare for speeches on topics relating to youth issues and/or the 4-H program.
- The question must be stated in the exact words before the speech begins or as a part of the speech. The contestant must hand the questions to the judge before beginning to speak.
- **NO ONE** is allowed to consult with the participants after they have selected a topic.
- Judge may ask one question following the speech. Questions will be relevant and designed to secure verification, clarification or amplification.
- Each contestant will give all notes used during the speech to the judge after concluding the speech.
- Each speech will be judged on the following criteria: organization, delivery, and how closely the speaker followed the rules. There are no preset point limits for these criteria. Each speaker will be given a Blue or Red award.

## **Junior Guidelines**

1. Participants will be expected to prepare a speech on a given topic relating to 4-H. The subject matter for these topics will relate to general 4-H information.
2. Participants will select a topic from the supervising adult. They have the option of selecting another topic; however, they must use the second topic as their contest extemporaneous subject.
3. Participants will have five (5) minutes to prepare their speech once they have selected their contest subject.
4. The question must be stated in the exact words before the speech begins or as part of the speech. The contestant must hand the question to the judge before beginning to speak.
5. Participants will draw topics at seven (7) minute intervals and have only five (5) minutes for preparation. **No one** is allowed to consult with the participants after they have selected a topic.
6. Participants must present their speech within five (5) minutes of selecting the topic.
7. Recommended speech length is two (2) minutes to five (5) minutes.
8. Judge may ask one question following the speech. Questions will be relevant and designed to secure verification, clarification, or amplification.
9. No materials may be utilized by participant to prepare for the presentation, except paper and pencil. Paper and pencil will be provided for each individual.
10. Each contestant will be permitted to make notes during the preparation time.
11. Participants must give all notes used during the speech to the judge concluding the speech.

12. Extemporaneous speeches will be judged on the following criteria: organization, delivery, how closely the speaker followed the rules.

### **Intermediate- Senior Guidelines**

1. Contestants will be expected to prepare speeches on topics relating to youth issues and/or the 4-H program.
2. Topics will be selected by, or under the supervision of, the contest chairperson. Topics will be phrased in the form of a question specific enough for the judges to determine whether the speech is relevant to the topic.
3. Contestants will be allowed to draw three (3) topics and within two (2) minutes must select one (1) and report the topic to the person supervising the drawing.
4. The person supervising the drawing will record the questions selected.
5. The question must be stated in the exact words before the speech begins or as a part of the speech. The contestant must hand the questions to the judge before beginning to speak.
6. Contestants will draw topics at ten (10) minute intervals and have 10 minutes for preparation. **No one** is allowed to consult with the contestant after they have selected a topic.
7. The contestant will deliver the speech no less than ten (10) minutes after the selection of the topic.
8. Recommended length is three (3) minutes to five (5) minutes. Speaker will be stopped at five (5) minutes.
9. The speech may be followed by one question. The judge might ask one question and it will be relevant and designed to secure verification, clarification, or amplification.
10. No electronic retrieval systems will be allowed in the preparation rooms.
11. Each contestant will be permitted to make notes during his/her preparation time.
12. Each contestant will be allowed to use no more than 50 words of notes during his/her speech. These notes must have been prepared during the ten (10) minute preparation period.
13. Each contestant will give all notes used during the speech to the judge after concluding the speech.
14. Each speech will be judged on the following criteria: organization, delivery, and how closely the speaker followed the rules. There are no preset point limits for these criteria. Each speaker will be given a Blue or Red award.

### **4-H RITUAL CONTEST GUIDELINES**

#### **Contest Objectives:**

1. Encourage 4-H members to learn the 4-H Ritual. The Ritual is part of the opening ceremony recited at every 4-H meeting.
2. Provide experience in public speaking.

**A copy of the Ritual may be obtained from any 4-H leader, the County Extension Office, or on page 49.**

#### **Rules:**

1. All members eight (8) years and up are encouraged to compete in this contest.
2. Contestants will enter the contest room one at a time as called by the adult supervisor. The contestant, judge, and adult supervisor are the only people allowed in the room during the contest.
3. The adult supervisor will recite the Vice President's part of the Ritual with the 4-H member responding with the member's part before a judge.

4. The adult supervisor and the judge will not stand during any of the contest (for example: the Pledge of Allegiance).

## **JOB READINESS PRESENTATION GUIDELINES**

Job Categories: Individuals must choose one of the four below. **Juniors must choose Home Based Business.**

Services- Could include full-service restaurants, fast food stores, employment at a day care center, automotive service/repair, farm/ranch worker, contractor/construction worker, photography, cosmetologists, etc.

Home Based Business- Could include babysitting (for an individual), housekeeping, catering service, lawn care and maintenance, home repair/maintenance, custom sewing, pet care, word processing, special occasion photography, etc.

Retail/Office- Could include any retail store (discount, department, specialty, farm supply, garden/nursery, or bookstore) or office-type work (including clerical, filing, and receptionist).

Other- Please specify job type. It should be a job that does not fit into one of the other categories. If you have questions, contact the County Extension Educator.

*Criteria for Evaluation:*

### Junior

- Home based business advertisement flier
- Ability to answer questions about the business

### Intermediate

- Application folder: resume, job description sheet, letter of application OR home-based business advertisement flier, and completed job application form
- Ability to answer questions about the position

### Senior

- Application folder: resume, job description sheet, letter of application OR home based business advertisement flier, and completed job application form
- Ability to answer questions about the position
- Follow-up letter to be completed immediately after the interview

## **DEVELOPING A SPEECH**

Speech is the most effective means of communication between individuals. The most effective speech is the one that most clearly expresses what the speaker has in mind.

1. Select a subject that you are familiar with and you have a knowledge and interest.
2. Narrow down the topic so it can be covered in a short period of time.
3. Consider your audience - number, age and interest.

### **Collect Information**

1. Learn more about your subject than you will need to know for a short speech.

2. Think about the experience you have had and why you chose this topic.
3. Read about the subject in books, magazines, and 4-H publications.
4. Ask others their opinion (teachers, parents, 4-H agent and leaders, or people experienced in your subject area).

### **Organize Your Talk**

1. Introduction - should be short and get the attention of the audience.
2. Body - longest, most important parts, contains the heart of your carefully selected 3-5 main points. Give the facts, and tell a story, include your ideas in the body portion of your talk. Be sure to stick to your subject.
3. Conclusions - summarize your main points. End your talk so that the audience knows you are finished, you may even want to ask if there are any questions. This is your last chance to impress the audience, so plan your conclusion carefully and with an impact.

### **Presentation**

1. Be prepared.
2. Become a good communicator
3. Be confident.
4. Be well-groomed.
5. Be natural.
6. Be enthusiastic

## **4-H FOOD SHOWDOWN**

Please check the calendar for the date, time, and location

### **PRE-REGISTRATION REQUIRED**

The Food Showdown is a youth culinary challenge where three or four member teams compete to create a dish while demonstrating their knowledge in foods and nutrition, kitchen safety, equipment, and creativity in food preparation. 4-H Food Showdown teams will create their dish using only a clue, provided secret ingredients and items from the common pantry. From the secret ingredients, 4-H members must identify, prepare, and then present information related to the serving size, nutritional value, and cost of the dish. Grab your apron, chef's hat and sharpen your knowledge in foods and nutrition for the exciting 4-H Food Showdown!

### **Objectives**

- Provide opportunities for participants to exhibit their food and nutrition knowledge, skill, and creativity when preparing and presenting food.
- Provide opportunities for participants to learn from other team members, while promoting teamwork.
- Give participants opportunities for public speaking and leadership.

### **Rules**

- Participants must be 4-H members currently enrolled in Oklahoma 4-H.
- Age divisions are determined by a participant's age as of January 1 of the current 4-H year.
- Each team will have a maximum of four members, the team moving on to the district contest may have three members and one alternate.
- There will be four possible food categories: Main Dish, Fruits and Vegetables, Breads and Cereal, and Nutritious Snacks. All teams will be assigned the same category and given the same ingredients. Category, secret ingredients, and the clue will not be announced until the start of the contest.
- Clean aprons, lab coats or chef's coats; closed toed shoes; long pants, and hair coverings are required for all team members. Appropriate clean hair coverings include: caps, bandanas, skullcaps and hairnets. Long hair must be tied back. Each team will have the option of wearing coordinated clothing.
- Resource materials will be provided for each team at the contest. These may include MyPyramid for Kids, FightBac, Cooking Food Safely is a Matter of Degrees, Nutrient Needs at a Glance, Altering Recipes for Good Health, Kitchen Safety, 4-H Food Showdown Worksheet, and copies of grocery receipts. No other resource materials will be allowed. Cell phones or other electronic devices will not be permitted in the contest area. Teams may not use their personal copies of the resources during the contest.
- A team may need to supply their own equipment for the showdown. (See supply box list). A team can also choose to use their own equipment as long as the items appear on the supply box list. Equipment not on the list will be confiscated. Only senior teams will be allow a heat source.
- Judges reserve the right to disqualify teams demonstrating unsafe food safety practices or dangerous use of the equipment.
- Any competitor who requires auxiliary aids, special accommodations, or has food allergies must notify the 4-H Office at pre-registration.
- State Food Showdown Manual for more information: <https://4h.okstate.edu/events/food-showdown/>

## Teams

Teams should consist of at least three members, but a fourth member may participate at the county level. Should the team advance beyond the county level, the fourth member will serve as an alternate as only 3 members may compete as a team on the district and state level.

## Age Divisions: (As of September 1, of current 4-H year)

**Junior:** 3<sup>rd</sup> – 7<sup>th</sup> grades

**Senior:** 8<sup>th</sup> – 12<sup>th</sup> Grades

Age division will be based on the grade/age of the oldest team member if the team has a mix of Junior and Senior members.

## Supply Box List

Aprons (3)	Measuring cup, liquid (1)
Baking sheet (1)	Measuring cups, dry (1 set)
Calculator (1)	Measuring spoons (1 set)
Can opener (1)	Mixing bowls (2)
Colander, medium (1)	Non-Stick cooking spray (1)
Cutting boards/mats (2)	Note cards (4x6)
Bowl, small (1)	Pancake turner (1)
Disposable tasting spoons	Pencil (1)
Extension cord (1)	Plastic tub for dirty dishes (1)
Food thermometer 1	Paper towels (1 roll)
Fork 1	Rolling pin (1)
Garlic press (1)	Rubber spatula (1)
Grater (1)	Sanitizing wipes
Hand sanitizer (1)	Saucepan w/lid (1)
Heat Source (can use one of the following)	Serving bowl, medium (1)
Two single-burner hot plates*	Serving platter (1)
One double-burner hot plate*	Serving utensil (1)
One 12inch electric skillet*	Skillet (1)
Hot pads (2)	Stirring spoon (1)
Kitchen shears (1)	Stock pot (1)
Kitchen timer (1)	Storage bags or containers
Kitchen towels & Wash cloths (2 of each)	Tongs (1)
Knives (3)	Vegetable peeler (1)
	Whisk (1)

\*Choose one of the three heat sources for senior teams. Junior teams do NOT use a heat element.

## 4-H DUTCH OVEN COOK-OFF

Please check the calendar for the date, times, and location.

### **PRE-REGISTRATION REQUIRED**

The Dutch Oven Cook-off is a youth culinary challenge where three member teams compete to create a meal while demonstrating their knowledge in foods and nutrition, kitchen safety, equipment, and creativity in food preparation. 4-H Dutch Oven Cook-off teams will create dishes using the required ingredients. Teams will be judged on the following criteria: Etiquette and appropriate team dress, cleanliness, food temperature control, presentation, team presentation/speaking skills and overall preparedness.

### Objectives

- Provide opportunities for participants to exhibit their food and cooking knowledge, skill, and creativity when preparing and presenting food.
- Provide opportunities for participants to learn from other team members, while promoting teamwork.
- Give participants opportunities for public speaking and leadership.

### Guidelines

- Each team will have a maximum of three members, the team moving on to the district contest may have three members and one alternate. All ages will compete against each other.
- Know and practice safe food handling procedures. For more information on safe food handling procedures, refer to the Educational Resources section of the Food Showdown website.  
<https://4h.okstate.edu/events/food-showdown/>
- Good hand washing practices are recommended. Best practice is to use 3 separate basins: one for washing, one for rinsing, and for hand washing.
- Keep all refrigerated items in coolers.
- Teams should start with clean equipment and use clean cooking practices.
- All of your equipment must fit within a 10' x 10' space.
- All cooking must be done in a Dutch Oven and everything cooked must be presented to the judges in the Dutch oven with the exception of excess gravies and sauces. Removing burnt or undercooked sections of food may result in point deductions or disqualification. Team members will serve the judges a small sample of their dish. Your team will need to provide plates, bowls, eating utensils, and napkins.
- Any competitor who requires auxiliary aids, special accommodations or has food allergies must notify the 4-H Office at pre-registration.

### Rules

- Participants must be 4-H members currently enrolled in Oklahoma 4-H.
- Up to three dishes may be required: There will be a common required ingredient that all teams must use, and it will be announced at least one month before the contest.
- Clean aprons or chef's coats; **closed toed shoes**; long pants and hair coverings are required for all team members. Appropriate clean hair coverings include caps, bandanas, skullcaps, and hairnets. Long hair must be tied back. Each team will have the option of wearing coordinated clothing.



- Cell phones or other electronic devices will not be permitted in the contest area.
- All ingredients must be combined, chopped, sliced, diced, and cooked on site including garnishes and marinades. For safety reasons, no ingredients prepared or processed at home are allowed. All meat must be inspected by USDA. **HOWEVER**, if the food can be purchased already sliced, diced, cooked, marinated, etc. you may use it. Examples: chopped onion, grated cheese, canned chicken, etc.
- Teams will have 3 hours from start to finish (lighting fire to completing clean up) to prepare their dish.
- All teams must provide their own equipment and ingredients for the cook-off.
- Judges reserve the right to disqualify teams demonstrating unsafe food safety practices or dangerous use of the equipment.
- Teams will be judged on the following criteria: Etiquette and appropriate team dress, cleanliness, food temperature control, presentation, team presentation/speaking skills and overall preparedness.
- Each team must have an adult “coach” to oversee the team.
- A Medical Release form must be turned in for each participant.
- Teams must complete their food prep, cooking, and presentation in no longer than 3 hours.
- **Table decorations are allowed but will not be included in the judging of this contest.**

#### What to Bring:

- Each team is responsible for bringing their own equipment. See recommended equipment list below.
- Each team is responsible for bringing their own recipe and food supplies to prepare the dishes.
- Bring a copy of your recipes to turn in when you give your presentation to the judges
- Teams will complete a worksheet to help them with their presentation. The ending temperature will be recorded for each dish on the judge’s scoresheets.

#### Supplies – Not all supplies are required – These are just things you may need.

- |   |  |  |
|---|--|--|
| • All ingredients for your recipes  | • Heavy heat resistant glove<br>(Welding glove works well)                   | • Trash Bags   |
| • 3 Camp Ovens  | • Knives   | • Wisk Broom   |
| • Heat resistant potholder/plank<br>to set hot ovens on                                 | • Lid Lifter   | • Charcoal containment (Metal<br>Pan, Plow Disc, Fire Blanket<br>etc.) |
| • Aluminum Foil   | • Lid Stand  |  |
| • Can Opener  | • Measuring Cups – Liquid & Dry  |  |
| • Cutting Boards – 2 – one<br>labeled for meat and one<br>labeled for vegetables        | • Measuring Spoons   |  |
| • Dish Towels/Paper Towels  | • Metal Tongs  |  |
| • Food Thermometer  | • Mixing Bowls   |  |
| • Food Service Gloves   | • Peeler   |  |
| • Heavy Duty Utensils – wooden<br>or plastic (metal can be use<br>but can damage ovens) | • Soap   |  |
|   | • Wash basins (one for washing,<br>one for rinsing, one for hand<br>washing) |  |
|   | • Shade canopy (optional)  |  |

#### The following are provided at the county contest but may be needed at advanced contests:

- Charcoal
- Charcoal Lighter Fluid
- Charcoal Chimney
- Lighter
- Plastic silverware for tasting during preparation

**\*\*Please be aware: some ingredients may be allergenic for some individuals\*\***

## 4-H Cupcake Wars

Please check the calendar for the date, times, and location.

### **PRE-REGISTRATION REQUIRED**

### Objectives

- Provides 4-H members an opportunity to practice their culinary, creativity, teamwork, and presentation skills
- Provide opportunities for participants to learn from other team members, while promoting teamwork.
- Give participants opportunities for public speaking and leadership.

### Guidelines

#### **Cupcake Preparation:**

1. Each team will decorate and display three cupcakes.
2. Each team will bring “naked” cupcakes. The cupcakes should have no frosting and be in the paper wrappers only.
3. Each team will bring their own frosting and bowls for mixing. The frosting should not be tinted prior to contest. Teams will tint and place in frosting bags, if needed at the contest. Frosting can be either store bought or homemade. Can be **ONLY** white or chocolate frosting.
4. If teams are using fondant they can use either homemade or purchased fondant. Teams are allowed to purchase tinted (colored) fondant to use or may tint fondant off site.
5. Teams are allowed to use edible decorating items. **Only** edible items can be used on the cupcakes.
6. Select a theme and a name for your cupcakes. Your three cupcakes should be presented as a group. They can each be decorated the same or different but should relate to your theme/name.

#### **Presentation:**

- Teams are allowed to bring their presentation scripts with them.
- All team members must participate in the presentation; all team members must have a speaking role.
- When time is called, each team will present their cupcakes to the judge(s). There is a time limit of 4 minutes for presentation.

The team should provide the following information:

Introduction

Creative Name of Cupcakes

Two major nutrients

Food preparation principles

Food Safety

- Cupcakes will not be tasted during judging – but will be judged based on theme representation, neatness, technical difficulty, and creativity.
- The judge(s) may ask questions.
- No talking and no writing allowed among any team members while waiting to give the team presentation.

## **Rules**

- All team members must be enrolled 4-H members.
- Teams will consist of two 4-H members.
- The age and grade will be as of September 1 of current 4-H year.
- There will be two Divisions:
  - Junior: 3<sup>rd</sup> – 7<sup>th</sup> grade
  - Senior: 8<sup>th</sup> – 12<sup>th</sup> grade
- There will be no move ups to make teams.

## **During Contest**

1. Each team should check in at judging area at designated time and items you bring for the contest will be checked by contest facilitators.
2. No coaching will be allowed during contest.
3. Judges will observe preparation to assist in determining the team score.
4. Each team will have thirty minutes to decorate their cupcakes and clean up the preparation area.
5. Teams are allowed one picture no bigger than 8 x 10 of the item they are creating. It must not have any writing or directions on the picture.
6. No use of electricity or heat sources are allowed. Teams should select their recipe with this in mind.
7. Each team must provide their own equipment. Washing facilities will not be available for teams to wash and share equipment during contest.
8. Teams should practice proper food safety and be prepared to discuss food safety practices used by their team in their presentation to the judges.
9. Table decorations are allowed. Clean-up Teams must clean up their preparation areas. Clean-up time is included in the 30-minute preparation allotment. Dirty dishes should be placed in a plastic container, bag or box to be cleaned at home. Leftover food should be disposed of properly. Each team should bring their own cleaning supplies.

An awards program will be held at the conclusion

## Duds to Dazzle

Please check the calendar for the date, times, and location.

### **PRE-REGISTRATION REQUIRED**

### **FASHION & INTERIOR DESIGN COMPETITION**

In the Oklahoma 4-H Youth Development Program, 4-H members participate in the 4-H Fashion & Interior Design project to become knowledgeable in a multitude of concentrated skills including, but not limited to, design, construction, and consumer buying. The Oklahoma 4-H Duds to Dazzle qualifying competition has taken another step in expanding the learning experience by “going green” through the introduction of eco-fashion.

### **OBJECTIVES**

- Allow participants to exhibit knowledge and skills gained through their 4-H Fashion & Interior Design project by designing, constructing, and presenting a finished product.
- Allow participants learning opportunities.
- Promote teamwork.
- Help 4-H’ers gain experience in public speaking.
- Provide leadership opportunities for young people.
- Assist youth in gaining an appreciation for recycling textiles so that they do not end up in the waste stream.

### **PARTICIPANT RULES (COUNTY/DISTRICT/STATE LEVELS)**

Note: These rules may be modified to accommodate the needs of a county/district level contest. Therefore, be sure to obtain the current year’s rules for your county/district event.

1. **Participation.** Participants must be 4-H members currently enrolled in Oklahoma 4-H Youth Development County program.
2. **Eligibility.** Age divisions are determined by a participant’s age as of August 31 of the current 4-H year in accordance with what is stated in the current Oklahoma 4-H Rules and Guidelines.
  - Junior Division: Grades 3 thru 5
  - Intermediate Division: Grades 6 thru 8
  - Senior Division: Grades 9 thru 12
3. **Members per team.** Each team will have a maximum of three members per team. Teams may include members in different age divisions, the team will compete in the division of the oldest member.
4. **Entry fee.** Each team may be required to pay a registration fee to cover the cost of materials for the contest.
5. **Design categories.** There will be three categories in each age division: Wearable, Accessory/Jewelry, and Non-wearable. Teams will be randomly assigned to a category, but assignments will not be announced until check-in on the day of contest.
  - a. Wearable is clothing that is suitable to be worn by people or pets. Ex: shirt, coat, vest, dress, costume, leggings, swimsuit cover, etc.
  - b. Accessory/Jewelry is an article or set of articles that can be added to an outfit to make it more useful, versatile, or attractive. Ex: apron, earrings, purse, headband, hat, belt, necklace, etc.
  - c. Non-wearable is an item that is not suitable to be worn. Ex: pillow, towel, jewelry pouch, cellphone or iPad case, stuffed animal, doll clothes, Christmas stocking, etc.
6. **Attire.** Each team will have the option to wear coordinating clothing appropriate for construction and the team presentation. A team name is acceptable.

7. **Resource materials.** A Planning and Presentation Worksheet will be provided for each team at the contest. No other resource materials will be allowed. The following resources are available for teams to use in preparation for competition: Unraveling the Mystery of Design Elements and Principles in Clothing, Laundry on Your Own, Hand Stitching, Pricing Tips and Tricks, Safety Guide, and Simple Seaming Techniques.
8. **Sewing kit.** Each team must supply their own equipment for the competition. A team can choose not to include a listed item, but no additional item can be added. Kits will be checked by contest officials as teams check in for the contest. Any extra equipment will be confiscated, and the team may be disqualified. See page 8 for list.
9. **Awards.** County/District awards will be determined by the committee.
10. **Participants with disabilities.** Any competitor who requires auxiliary aids or special accommodations must contact the state 4-H office at least two weeks before the competition.

## **RULES OF PLAY**

1. Teams will report to the designated location for check-in.
2. An orientation will be provided for all participants.
3. No electronic devices or jewelry (except for medically required) is allowed in the contest. This includes cell phones, smart watches or other communication devices.
4. Each team will be directed to a construction station. There will be collections of materials at each station, but no pattern. The materials following categories: Wearable, Accessory/Jewelry, or Nonwearable.
5. Each team will have 60 minutes to construct an item, plan a presentation, and clean up the construction area.
6. A textile, worksheet, and any necessary additional instructions will be located at each station to assist the team. Teams will no longer be given a scenario card.
7. Only participants and contest officials will be allowed in construction areas.
8. Teams that may experience any equipment malfunction(s) may not replace the equipment with supplies from another team, volunteers, County Extension Agents, or contest officials. Instead, team members must work together and be creative in completing construction without the malfunctioning equipment.
9. Each team will be provided with a startup textile item(s) for their assigned category and will create a garment/item using them. Each category may be provided the same textile, or each category may receive a separate original item. Clarification: at contest, all teams competing in Wearable may receive a men's button-down dress shirt; each team competing in Accessory/Jewelry get 5 silk neck ties; and the teams entered in the Non-wearable category are given table runners or every team competing in Duds to Dazzle is provided with an adult-sized t-shirt to refurbish. The choice is at the discretion of the contest officials.
10. Teams are challenged with being creative in developing an original product with the materials provided.
  - a. Teams must incorporate each material into the product. However, teams may determine the exact amount of each material to use, keeping in mind that a minimum of **50% of the visible final product must include the initial material(s)**. Clarification: if the category is Accessory/Jewelry, and the team is provided a cloth shower curtain as the original item to be refurbished, they do not have to use 50% of the shower curtain. If you choose to make a purse from the shower curtain, you do not need to use 50% of the shower curtain; however, a minimum of 50% of the visible finished purse must be comprised of the curtain. The lining of the purse that can be opened is considered visible. If the shower curtain is used as stabilizer between layers of fabric would not be visible.
  - b. Teams will have access to a "closet" of additional materials that may be incorporated into their products. The number of additional materials a team may get will be determined by contest officials and announced during participant orientation.

c. The sketch book, note cards, and worksheet may be used to prepare for construction of the item and the team's presentation. Teams should be exact on materials utilized, construction steps, techniques used, etc.

11. When time is called, each team will present their item, according to the criteria on the score card, to a panel of at least two judges. A team can display the final product to the judges as they choose: model, hold, or place on the table.

a. All team members must participate in the presentation, with at least three of them having a speaking role.

b. Judging time will include:

1) 5 minutes for the presentation

2) 3 minutes for judges' questions

3) 4 minutes between team presentations for judges to score and write comments.

c Teams are allowed the use of note cards during the presentation but should not read from them, as this minimizes the effectiveness of their communication.

d. Judges may ask teams questions that are not directly related to the item constructed during the contest. Questions may address the general knowledge gained through the 4-H members' Fashion & Interior Design project learning experiences.

e. No talking or writing is allowed among any team members while waiting to give the team presentation. Team members caught talking and/or writing will receive a warning. The second time, the team will be disqualified and asked to leave the contest facility. Team members should not have pens or pencils in their possession while waiting to give their presentation.

12. Teams must clean their construction areas. Clean-up time is included in the 60-minute construction allotment. Only "hot" items will be allowed to remain in the construction area, such as an iron or glue gun.

13. It is at the discretion of the contest officials if finished products will remain, or if teams may take.

14. Placing will be based on ranking of teams by judges. Judges' results are final.

15. An awards program will be held after the judging process

### **CONTEST PRESENTATION WORKSHEET**

The box below depict the worksheet that teams will complete and base their presentation on.

#### **4-H DUDS TO DAZZLE FASHION & INTERIOR DESIGN PLANNING & PRESENTATION WORKSHEET**

1. Project Description (sketch or describe what your finished product will look like):

2. Construction (know the materials used and steps in the construction of the item):

Materials:

Steps:

3. Knowledge of general care of the textile used in the construction of the item (know what fiber is in the textile and how to clean it):

Fiber(s):

Care Instructions:

4. Intended Purchaser and Purchase Location (who is the intended audience, and where they would buy the item):

Purchaser:

Purchase Location:

5. Estimated Sell Price (what would the retail cost be to purchase the item; explain):

6. Team Member Roles (list each team member and their tasks/responsibilities):

## **DUDS TO DAZZLE SEWING KIT**

1" foam paint brush (max. of 3)	1" hook and eye closer
3" x 5" or 4" x 6" note cards (1 pkg.)	3-in-1 beading tool
Bobbins	Calculator
Clear gridded ruler	E-6000 glue adhesive
Elastic (1/2" and 1"; 1 pkg. each)	Extension cord
Fabric markers (box of 10 or less)	Fabric marking pens/pencils (max. of 2)
Water bottle (max. of 16 oz.)	First aid kit
Storage bags–Gallon/quart (1 box each)	Hand sewing needles (assortment)
Hot glue gun & glue sticks (1 pkg.)	Iron
Manual pencil sharpener	Mod podge (max. of 16 oz.)
No-sew adhesive tape (max. of 10 yds.)	Paper plates (max.25)
Paper towels (1 roll)	Pencils/pens (max. 5 each)
Pin cushion	Power strip
Presser feet (max. of 5)	Rotary cutter (with blade cover)
Rotary cutter gloves (1 pair)	Safety pins (1 pkg. assortment)
Seam gauge	Seam ripper (max. 5)
Self-adhesive Velcro fastener (1 pkg.)	Self- healing cutting mat
Sewing machine (standard, no Serger)	Sewing machine manual
Sewing machine needles (variety)	Sew-on Velcro fastener (1 pkg.)
Shears/scissors (max. of 5)	Sketchbook
Straight pins (1 package)	Tabletop ironing mat or board
Tape measure (max. 5)	Thimble (max. of 5)
Thread (max. of 12 spools)	Timer or stopwatch
Trash bags (1 box of 13-gal.)	

\*Teams are not REQUIRED to have all these items, but they are limited to these items\*

## **4-H DUDS TO DAZZLE FASHION & INTERIOR DESIGN COMPETITION RESOURCES**

In preparation for the Duds to Dazzle Fashion & Interior Design Competition, participants may choose to study the following resources:

- Duds to Dazzle Explore Curriculum
- Laundry on Your Own
- Unraveling the Mystery of Design Elements and Principles in Clothing (4H 313) – Iowa State University Extension
- Hand Stitching (15.105). SEW-lotions Guidelines, Your Guide to Successful Sewing
- Simple Seaming Techniques (11.110). SEW-lotions Guidelines, Your Guide to Successful Sewing
- Pricing Tips and Tricks
- Safety Guide

These resources and additional information regarding the Duds to Dazzle Fashion & Interior Design Competition can be found on the Texas 4-H website at, <https://texas4-h.tamu.edu/projects/fashion-interior-design/>.





## **ORDER OF 4-H CLUB MEETINGS**

Suggested form for order of Business at 4-H club meetings:

PRESIDENT: "Will the meeting please come to order? The Vice-President will now lead  
the 4-H Club Ritual."

VICE PRESIDENT: "Stand please." (Vice President leads ritual.)

PRESIDENT: "The Song Leader will now lead us in a song."

SONG LEADER: Leads a song.

PRESIDENT: "The Secretary will call the roll."

SECRETARY: "Will each member answer with"

PRESIDENT: "We will now have the reading of the minutes of the last meeting."

SECRETARY: Reads minutes of the last meeting.

PRESIDENT: "Are there any additions or corrections to the minutes of the last meeting? (The President directs  
any additions or corrections to be made, if there are none he says), "If not the minutes stand  
approved as read."

PRESIDENT: "Is there any unfinished business to come before the club?" (Any business left over from previous  
meetings — if any, it receives attention. If not, president proceeds to new business.)

PRESIDENT: "Is there any new business to come before the club?" (The president or any member may bring  
the business before the club. It is discussed and then voted on. Newsletters should be read by  
the secretary.)

PRESIDENT: "Are there any announcements?" (Adult leader may make announcements at this time.)

PRESIDENT: "Do I hear a motion for adjournment of the business meeting?"

MEMBER: "I move to adjourn."

MEMBER: "I second it."

PRESIDENT: It has been moved and seconded that the meeting adjourn. All in favor say aye, all opposed same  
sign. Motion carries."

PRESIDENT: "I will now turn the program over to our vice president who will introduce our program speaker."

VICE PRESIDENT: "Mr. President, 4-H members, and visitors I would like to present                      who will  
for our program today. Recreation may follow after meeting."

## THE 4-H CLUB RITUAL

Nothing more nearly represents the purpose and character of 4-H club work than the ritual. When correctly given, it is beautiful and impressive. Every member should commit it to memory. It should be given by the entire club in unison at each club meeting. It is as follows:

**VICE PRESIDENT:** "What is our 4-H Club Motto?"

**MEMBERS: (in unison)** "To make the best better."

**VICE PRESIDENT:** "We will repeat the 4-H Club Pledge."

**MEMBERS:** "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, community, my county and my world."

*(In repeating the pledge, raise right hand to side of head when speaking line No. 1; lower right hand over heart when speaking line No. 2; extend hands, palms upward when speaking line No. 3; and stand at attention when speaking line No. 4)*

**VICE PRESIDENT:** "We will now give the Pledge to the Flag."

**MEMBERS:** "I pledge allegiance to the Flag of the United States of America  
and to the Republic for which it stands, one Nation under God,  
indivisible, with liberty and justice for all."

*(At attention facing the flag repeat together the pledge of allegiance. The right hand should be placed over the heart while giving the pledge of allegiance. This change was made by Congress, December, 1942, Section 7, Public Law 623).*

**VICE PRESIDENT:** "We will now review the meaning of the club emblem. What is the National 4-H Club Emblem?"

**MEMBERS:** "The National 4-H Club Emblem is the four leaf clover with the letter "H" on each leaflet running parallel with the mid-rib of the leaflet."

**VICE PRESIDENT:** "What do the four H's on the club emblem represent?"

**MEMBERS:** "They represent the equal training of the head, heart, hands, and health of every member."

**VICE PRESIDENT:** "For what is the head trained?"

**MEMBERS:** "To think, to plan, to reason."

**VICE PRESIDENT:** "For what is the heart trained?"

**MEMBERS:** "To be kind, to be true, to be sympathetic."

**VICE PRESIDENT:** "For what are the hands trained?"

**MEMBERS:** "To be useful, to be helpful, to be skillful."

**VICE PRESIDENT:** "For what is the health trained?"

**MEMBERS:** "To resist disease, to enjoy life, to make for efficiency."

**VICE PRESIDENT:** "In the All-Star Emblem, what does the fifth "H" represent?"

**MEMBERS:** "The Home."

**VICE PRESIDENT:** "In what way can we be a help in our home life?"

**MEMBERS:** "By striving to train for a home life that represents true character, comfort and contentment."

**VICE PRESIDENT:** "Be seated, please."



# **CREEK COUNTY 4-H CONSTITUTION AND BY-LAWS**

## **ARTICLE I – ORGANIZATION**

The name of this organization shall be Creek County 4-H.

## **ARTICLE II – OBJECTIVE**

The objective of Creek County 4-H shall be:

1. To help county youth develop into useful and responsible citizens and leaders by accepting the responsibility of 4-H projects and activity work
2. to promote other activities that will aid in the development of its members and encourage a cooperative spirit in the county

## **ARTICLE III – MEMBERSHIP**

A member is define as:

1. Any Creek County Youth of Oklahoma who has passed their ninth (9th) birthday and has not passed their nineteenth (19th) birthday before January 1 of the year in which they participate or until they have completed one semester of college or other post-high school training
2. 4-H Clover buds are youth ages 5 through 8 years of age.
3. Membership shall not be denied based on race, color, national origin, gender, religion, disability, marital status, status or membership in any other organization
4. Has a current enrollment in the 4-H online system
5. Has paid the required program fee

## **ARTICLE V – COUNTY YOUTH OFFICERS**

The officers of Creek County 4-H shall be a president, vice-president, secretary, reporter, recreation leaders (2), song leader and Jr. Vice President (2).

### **QUALIFICATIONS**

1. To run for Sr. office the 4-H member must be thirteen (13) years old by January 1 of election year and twelve (12) years old by January 1 for Jr. Vice Presidents.
2. Enrolled in the Creek County 4-H Program not later than December 1 of the year previous to the election.
3. Be available within the county during the year elected to carry out duties of the office.

4. Have not completed more than one semester of college or post-high school training at the time of election.
5. Must have turned in to the OSU Extension Office a State Record Book by January 1 of election year or a County Record book on July 7<sup>th</sup> 2016 deadline for year of office.
6. Officers should fill out the Self Nominating Officer Packet and submit by above deadline.
7. The Newly Elected County Officers will be installed at the Achievement banquet before adjournment.

## REQUIREMENTS

1. Must attend seventy-five (75) percent of meetings within elected term.
2. Must prepare and lead a county level or higher workshop.
3. Must attend a club meeting other than clubs that they are associated with.
4. Attend Officer Retreat and Training
5. Attend and assist with Leader's On Trac Meeting

DUTIES: To include but not limited to the following

- A. President:** a) Preside at all county youth officer meetings; call and adjourn the meeting on time and preparation of an agenda b) Appoint committees when needed c) Attend to such duties that are necessary to carry out the county 4-H program d) Promote the 4-H Program by speaking to various groups throughout the county e) Work closely with sponsor/extension educator on county activities f) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families. g) Assist in training of local officers
- B. Vice-President:** a) Serve in the absence of the president b) Promote the 4-H program by speaking to various groups throughout the county c) Perform all duties delegated to him/her by the president d) Assist president with questions of parliamentary procedure e) Assist in coordination of county activities f) Coordinate club committees and written progress reports of committees g) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families h) Assist in training of local officers.
- C. Secretary:** a) Record minutes of all county and officer meeting b) Keep OSU Extension staff informed of all business c) Conduct the official correspondence of organization and be responsible for county thank you notes d) Shall keep in order and provide for all to observe a written record of county meetings e) Perform duties delegated by the president f) Serve as treasurer g) Work with reporter in maintaining an annual history of activities h) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families i) Distribute minutes to Creek County Staff in a timely manner j) Collect and maintain written committee reports k) Assist in training local officers
- D. Reporter:** a) Must work closely with county 4-H and OSU Extension Staff b) Work with secretary in maintaining an annual history of activities c) Work actively with 4-H local reporters throughout the

county to communicate the 4-H story d) Provides the District Reporter with news of county activities e) Responsible for articles for promotion of National 4-H Week f) Maintain a Creek County Scrapbook g) Work closely with media outlets within your community h) Provide articles and information for the County Newsletter and use all other media sources available i) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families j) Maintain an electronic history of the club's accomplishments and activities k) Work actively with 4-H reporters throughout the state to communicate the 4-H story l) Create Slide show for Achievement Banquet m) Assist in training of local officers.

- E. **Song Leader:** a) create an atmosphere of friendship and camaraderie b) Assist local club officers by providing song books and advice for their roles c) Work with the recreation leader to lead a fun activity at each county event d) Plan and conduct group recreation and/or singing at club meetings and activities e) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families.
- F. **Recreation Leaders:** a) Assist with group recreation on a county level and at any time that is considered part of the 4-H Program in the county b) Assist in the training of local recreation leaders c) Promote 4-H enthusiasm and the service of recreation leaders, as well as extending open communication with fellow club members d) Plan and conduct group recreation and/or singing at club meetings and activities e) Coordinated refreshments for club meetings and activities f) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families.
- G. **Junior Vice President:** a) Take notes on each officer's role and duties b) Learn how a meeting is properly conducted and discover the value of each office position c) Assist Reporter with photographs for events and slideshow, Recreation/Song Leader in leading songs d) Encourage a team spirit and promote a sense of inclusiveness amongst officers, members and families.

#### **SECTION IV – SELECTION OF COUNTY YOUTH OFFICERS**

1. Will submit an application packet to be judged.
2. Officer elections will be considered a part of the Record Book Interviews, they will be expected to have an Application, Resume, and Portfolio and do an Interview.
3. Officers will be determined by judges based on their application packet, resume, portfolio and their interview.
4. The Judges and the 4-H County Educator can meet to discuss applications and outcomes before they are announced.

#### **Officer Vacancy**

Unexpired term of office shall be filled by appointment by the President of the Creek County Youth Officer Team with the approval of the county youth officer team and Creek County 4-H Educator.

#### **Term of Office**

The term of office for all county youth officers will be for one (1) year August to August.

## ARTICLE VI – MEETINGS

### Meeting

The Creek County 4-H Youth Officers will meet the first Thursday each month for a business meeting and/or an educational program. This club will meet a minimum of eight times per year. A calendar of meeting dates, times, and locations will be distributed to members.

In the event a meeting is changed or cancelled the membership will be notified, unless it is an emergency or due to weather conditions. In which cases all due effort will be made to contact members by phone.

### Quorum

Those members present at the scheduled time of the meeting shall constitute a quorum.

### Order of Business

- A. The order of business shall be as follows: call to order and 4-H Ritual; attendance, reading and approval of minutes, treasurer's report, report of executive committee, standing committees, special committees, unfinished business, new business, and announcements. An educational program and recreation will follow the business meeting.
- B. Robert's Rules of Order will be used to conduct business.
- C. The agenda will be available prior to the club meeting.

### **CLUB LEADER, VOLUNTEER or YOUTH OFFICER**

### **CONSENT / AGREEMENT TO SERVE**

By signing I accept I have read and understand the Constitution and requirements with the full knowledge that in accepting election or appointment to an office or becoming a 4-H Volunteer that I must continue to meet all requirements and duties verified in the constitution.

**Date**

**Applicant Signature**

Oklahoma State University, as an equal opportunity employer, complies with all applicable federal and state laws regarding non-discrimination and affirmative action. Oklahoma State University is committed to a policy of equal opportunity for all individuals and does not discriminate based on race, religion, age, sex, color, national origin, marital status, sexual orientation, gender identity/expression, disability, or veteran status with regard to employment, educational programs and activities, and/or admissions. For more information, visit <https://eeo.okstate.edu>.



# CREEK COUNTY 4-H ADULT LEADERS ASSOCIATION

## CONSTITUTION AND BY-LAWS

### **ARTICLE I – ORGANIZATION**

The name of this organization shall be Creek County 4-H Adult Leaders Association.

### **ARTICLE II – OBJECTIVE**

The organization shall not be conducted or operated for profit and no part of any profits or remained or residue from donations, fundraising, or grants to the organization shall inure to the benefit of any member or individual.

### **ARTICLE III – COUNTY ADULT OFFICERS**

#### SECTION I: OFFICES

Elected officers shall be a president, vice-president, secretary and treasurer.

#### SECTION II: QUALIFICATIONS

1. Candidate must be a certified volunteer with Creek County 4-H with up-to-date information on file.
2. Be available within the county during the year elected to carry out duties of the office.

#### SECTION III: DUTIES

1. **President:** a) Preside at all Leader/Volunteer meetings; call and adjourn the meeting on time b) Appoint committees when needed c) Attend to such duties that are necessary to carry out the county 4-H program d) Work closely with sponsor/extension educator on county activities
2. **Vice-President:** a) Serve in the absence of the president at Leader/Volunteer meetings b) Lead the pledges at the Leader/Volunteer Meetings c) Perform all duties delegated to him/her by the president d) attend all Leader/Volunteer meetings e) Assist president on questions of parliamentary procedure f) Assist in coordination of county activities.
3. **Secretary:** a) Record minutes of all Leader/Volunteer meetings b) Keep OSU Extension staff informed of all business c) Conduct the official correspondence of organization and be responsible for county thank you notes d) Shall keep in order and provide for all to observe a written record of county meetings e) Perform duties delegated by the president.
4. **Treasurer:** a) primary responsibility of the reporting of an organization's finances b) Know who is over and has access to our account at extension office c) **Budgets** – serve as chair or co-chair on the Finance/Fundraising Committee to set budget d) **Reports** – Keeping the Association regularly informed of concerns and assessment of financial health of accounts related to the Association e) have reports readily available for inspection.

## SECTION IV – ELECTION

1. Officers shall be elected by no more than three (3) Certified Volunteer representatives from each Project or Organizational club.
2. Elections will be held during the annual On-TRAC meeting, usually held in June.
3. Nominations of candidates will be taken from the floor on the day of elections.
4. Voting will be conducted by a show of hands.
5. In the event of a tie, ballot voting will take place. The 4-H Educator and President will count the ballots.
6. The County Adult President will not vote unless in case of a tie.

## SECTION V – OFFICER VACANCY

Unexpired term of office shall be filled by appointment by the President with the approval of the officer team.

## SECTION VI – TERM OF OFFICE

1. The term of office for all county adult officers will be for one (1) year.
2. Adults may NOT serve more than two consecutive terms in the same office.

## ARTICLE VII – MEETINGS

### SECTION I- MEETINGS

The Creek County 4-H Association will meet the first Thursday each month for a business meeting and/or an educational program. This applies to association members. This club will meet a minimum of eight times per year. A calendar of meeting dates, times, and locations will be distributed to members.

- A. In the event a meeting is changed or cancelled the membership will be notified, unless it is an emergency or due to weather conditions. In which cases all due effort will be made to contact members by phone.

### SECTION II – ORDER OF BUSINESS

- A. The order of business shall be as follows: call to order and 4-H Ritual; attendance, reading and approval of minutes, treasurer's report, report of executive committee, standing committees, special committees, unfinished business, new business, and announcements. An educational program and recreation will follow the business meeting.
- B. Robert's Rules of Order will be used to conduct business.
- C. The agenda will be available prior to the club meeting.

### SECTION III- QUORUM

Half of the elected officers, Creek County 4-H Educator, and one (1) Certified Volunteers constitute a quorum.

## SECTION IV- PUBLIC RECORDS

The secretary must keep a written record of all meetings and actions taken. The report will be shared with the Association.

## SECTION V- SPENDING

The Executive Committee cannot spend money without the approval of the 4-H Association membership.

## Article IX –Committees

### Committee membership

Committees will be composed of adult volunteers and/or youth who will share equally in the decision making and responsibilities. Membership is by nomination, volunteer or appointment. Each committee will have a chair, vice-chair and secretary.

### Committee duties

- A. Committees are appointed with the responsibility to plan and carryout an activity/event or to research alternatives for recommending action to the organization in accordance to Committee By-Laws.
- B. Committees will work within the designated budget and defined parameter of their assignment.
- C. Committee meetings/work shall be done outside the designated time of monthly Business meeting.
- D. The committee chair shall file a written report of all meetings with the Vice-President, Creek County Educator, executive committee, and Secretary.

## SECTION I- EXECUTIVE COMMITTEE

The Executive committee will be made up of: President, Vice-President, Secretary, Treasurer, Creek County 4-H Educator, and two (2) Certified Volunteers. The duties of this committee are to handle any business decisions or actions that must be made prior to the next regular business meeting.

## SECTION II- STANDING COMMITTEES

Standing committees will be:

1. Handbook
2. Fundraising/Financial Committee
3. Safety Committee.

Committees will be determined by nomination, volunteer or appointment. In case of vacancies it will be the duty of the Committee Chair to fill position by nomination, volunteer or appointment. Special Committees may be appointed by organizational President or by motion during a monthly meeting for short-terms.

## SECTION III – ORDER OF BUSINESS

- A. The order of business shall be as follows: call to order and 4-H Ritual; attendance, reading and approval of minutes, treasurer's report, report of executive committee, standing committees, special committees, unfinished business, new business, and announcements. An educational program and recreation will follow the business meeting.
- B. Robert's Rules of Order will be used to conduct business.
- C. The agenda will be available prior to the club meeting.

**ARTICLE X- Amendments**

A two-thirds (2/3) majority vote of official voting delegates at the Leader/Volunteer meeting, On-Trac, or special county-wide meeting shall be necessary for approval of amendments to this constitution provided the following have been done prior to this meeting and as prescribed.

- 1. Suggested amendments shall have been approved by the Creek County 4-H Staff and Creek County 4-H Association.
- 2. At least a thirty (30) day notice must be given before holding any special county meeting of the Creek County 4-H Association.

**CLUB LEADER, VOLUNTEER or YOUTH OFFICER**

**CONSENT / AGREEMENT TO SERVE**

By signing I accept I have read and understand the Constitution and requirements with the full knowledge that in accepting election or appointment to an office or becoming a 4-H Volunteer that I must continue to meet all requirements and duties verified in the constitution.

**Date**

**Applicant Signature**

# **Awards and Trips**

# **Events/Guidelines Information**

# **Order of 4-H Meetings**

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## **The 4-H Club Ritual**

# **Creek County 4-H Constitution and Bylaws**