



**Extension**

UNIVERSITY OF WISCONSIN-MADISON

**Fond du Lac County UW-Extension**

Room 227 Administration/Extension Building  
400 University Drive  
Fond du Lac, WI 54935-2998

Phone: 920-929-3174  
Fax: 920-929-3181  
Dial 711 for Wisconsin Relay  
<http://fonddulac.uwex.edu/>



September 26, 2019

Dear 4-H Leader,

One of my goals is to have clear communication throughout our county program. I will be communicating with youth, families and leaders through 4HOnline broadcast e-mails, our Fond du Lac County 4-H Facebook page, and through our monthly newsletter. I will be using Google Forms as a way to RSVP for events and to gauge interest in different topics. I will also be working with Cassi Worster, one of our program assistants, to update our website and make it more user friendly and relevant. My intent is to relay important information to you in ways that are convenient, effective, and cost-efficient.

**October 6-12 is National 4-H Week.** Members are encouraged to start recruiting new members now and continue throughout the fall. Personal contact has the most impact. Please send any pictures or information of what your club is doing during this week so we can feature it on our Facebook page!

I am strongly encouraging all leaders to attend the annual leader association meeting on **Tuesday, October 22<sup>nd</sup> at 7 pm at UW-FDL.** We will be holding elections of board members and we will discuss plans for the 2019-2020 4-H year. We will also discuss the roles that committees will play this year and some changes to procedures that will be implemented in 2019-2020. ALL adult leaders are invited to attend. **Please mark your calendar for this important date. RSVP is required on the Google Form:** <https://forms.gle/F326AifdACLhAGF67> or you may call our office to RSVP or e-mail Pam at [pam.bartoli@wisc.edu](mailto:pam.bartoli@wisc.edu). Please RSVP by Sunday, October 21<sup>st</sup>.

All 4-H club officers elected for 2019-20 are invited and encouraged to participate in the annual club officer training. It will be held at the UW-Extension office. Participants will learn the responsibilities of their officer positions, so it is important that all officers attend. Presidents and treasurers are **strongly encouraged** to attend. **Adult leaders are also invited!** Officers will also meet other 4-H members from throughout the county, and this will give them a chance to exchange ideas and build new relationships. Please have officers complete the form <https://doodle.com/poll/i939thyhyzr8atpm> to find the best date for the training. After a date has been selected, the date will be announced, a Google Form will be emailed out, and youth can register by filling out the Google Form, calling the UW-Extension Office, or e-mail Tracy Keifenheim at [tracy.keifenheim@wisc.edu](mailto:tracy.keifenheim@wisc.edu) to RSVP. We need to know your name, club name, and the officer position that you will be filling for the 2019-2020 year. All officers must vote by **Saturday, October 12th.** We are also looking for adult leaders to help with the training if you are interested in helping please contact Tracy at [tracy.keifenheim@wisc.edu](mailto:tracy.keifenheim@wisc.edu).

If I haven't received your completed charter application, please submit it to me as soon as possible. Being my first year reviewing charters, I would like as much time as possible to review them! The deadline for completed charters be submitted to the Fond du Lac County UW-Extension Office is **November 1<sup>st</sup>**. I will be going through them and contacting you if edits need to be made. There is a fillable PDF. Pages 1 & 2 of the charter document provide information about your club. Page 3 is your club SMART goals and plan for the next year. Pages 4-5 are financial information. Include a copy of the bank statement from June 30, 2019. The fiscal year ended June 30 so your audit should be completed now. Feel free to ask me for a copy of last year's charter for a reference if needed! If you have any questions about the charter process, please contact me!

**This year any 4-H member can register for an educational travel experience, regardless if they've applied for partial funding or not.** Also youth who apply, interview and are approved for funding by our interview teams are not automatically given a spot on the experience. **All youth must register for the travel experiences they are interested in!** Registration for all educational travel experiences (besides one week of American Spirit and New Horizons) will be done on [4HOnline](#). I am attaching the handout that youth who interview will be receiving. It clarifies the registration process. Information can also be found in our October newsletter.

Please share this information with any members in your clubs who may be interested in attending a travel experience, but didn't apply. Perhaps a new family has just joined your club and didn't even know that 4-Hers could go to Space Camp. Or perhaps there is a teenager in your club who would really benefit from attending Citizenship Washington Focus, but he/she felt that another 4-Her was more likely to be chosen. **This is a great opportunity to expose as many youth as possible to the incredible educational travel experiences that 4-H offers!** I would love to see a large group of 4-Hers from Fond du Lac County learn and grow from these amazing opportunities!

There are lots of things happening in 4-H this month. Please be sure to read the newsletter and have an officer point out items of interest at your monthly club meeting, such as these listed below:

- ... make reservations for the Leaders Banquet by Oct. 31. It is on Nov. 13 in Fond du Lac.
- ... county achievement night is Oct. 21 with a start time of 7 p.m. at UW Fond du Lac.
- ... remind Cloverbuds about the Pumpkin Contest on Oct 19. We'd like to see many of our younger members. They may bring a pumpkin they grew or one they painted.
- ... 4-H Teen Leaders Association is a dynamic youth group. Encourage your teens to check it out. They meet the 4th Monday of the month at 7:00 p.m. at Rolling Meadows Meeting Room. We had four new people in September and would like to see that grow even more.

Finally, I will be **sharing a resource with you every month** that I hope you will take back to your club. This month's resource is S.M.A.R.T. goals that focus on reaching out to youth and families who are underrepresented in their 4-H club/group. S.M.A.R.T. goals are Specific, Measurable, Achievable, Results-focused, and Time bound. I have included 25 examples of goals other clubs have used for their charters to help guide you when picking out goals and completing your charters.

Sincerely,



Tracy Keifenheim  
4-H Program Coordinator  
UW-Madison Division of Extension, Fond du Lac County

## RESOURCE OF THE MONTH

**Once again, each club/group is being asked to write one or two club S.M.A.R.T. goals that focus on reaching out to youth and families who are underrepresented in their 4-H club/group.**

**S.M.A.R.T. goals** are Specific, Measurable, Achievable, Results-focused, and Time bound.

Below are several topic areas that you can use to brainstorm with the youth members to help them think about how they can expand access and learn more about others.

- What steps will you take to help underrepresented youth join your club?
- How will the club or group make specific efforts to learn about other cultures?
- How can club members get to know youth from other cultures? Is there a community center that your club could partner with on an event; family activity or community service project?
- What welcoming activities will the club do to ensure youth and families feel included?

### 25 Expanding Access Goals

Below are goals that a club/group in or near Fond du Lac County set last year. As I read through the goals you all set last year, I was really impressed! Fond du Lac County 4-H is doing some really fabulous things! If there's a goal that you have questions on, feel free to e-mail me and I can connect you with the club.

1. We will reach out to youth and families in the disabled community. We plan to do this by increasing our disability awareness and reaching out through service projects before the end of the year.
2. We will have one of the high school's foreign exchange students share information about their home country to the club as an educational program before the end of the school year.
3. Our May meeting falls on May 5th, Cinco de Mayo. The hosts of the May meeting will provide traditional snacks and information on the history behind this holiday.
4. We will tour the new autism treatment center that just opened in our community to learn more about autism and how we can help members who may have it.
5. We will have a guest speaker from CASA of the Fox Cities to learn about foster children in our communities.
6. We will host a table with a game or activity at the December, February and April Jefferson School Family Night (Jefferson School is noted to have higher populations of diversity).
7. During the 2018-2019 4-H year, promote 4-H at the Sheboygan North HS through participating at programs and events, specifically trying to reach the Hmong community, encouraging at least 2 new members to join our club.
8. We will change the recreational activity at our spring meeting from an egg hunt into a scavenger hunt and instead of creating bunny art projects, we will make flowers.
9. We will change our annual service project of Christmas caroling to volunteering at the local food pantry.

10. Our club plans on developing a support strategy to help retain new families with less than 3 years in 4-H.
11. We are planning to put a booth up at McLane Elementary displaying different projects to help explain that 4-H isn't just for youth at live on farms.
12. We will reach out to the Boys and Girls Club, do a craft and game with the youth there and provide them with information about our club.
13. We will have presentations on the following topics: "Stereotype Recognition," "What makes Us Unique," "What is Culture," "New Year customs of other countries," "Awareness of Handicap Challenges" –speaker from the MS Society, and family groups presenting on their family's unique culture.
14. Our club will attend the Holiday Folk Fair in November to learn more about other cultures.
15. Our club will set up a 4H e-mail list/thread so that we can make sure that all members are receiving our communications and hold officer meetings prior to the meeting to improve communication and improve our monthly agendas.
16. Our club will have a question/comment box to encourage shy members to ask questions, participate and offer ideas at each club meeting.
17. Our club will work on developing a partnership with the Jackson Recreation Department. We will participate at their annual Halloween event and Kids Rummage. We will be putting out promotional information and wearing our club shirts. Our hope is that through these activities we can further assess opportunities to partner with the Rec Dept and reach our target audience within our community.
18. Our club will have ambassadors greet members and visitors as they enter the meeting. We will encourage members to learn about each other's interests, wear name badges, and include everyone in activities at all club meetings.
19. We will establish a project funding application for members to receive club funds for those that may not be able to afford the project costs.
20. Add a break time in club meetings for movement so that kids aren't sitting as long, reaching those with attention difficulties.
21. Make plans to start connecting with the Head Start program in Hartford and look at having meetings at the community library.
22. At each monthly meeting we will have an activity led by a youth member that focuses on a different culture.
23. We will host a new family orientation for new members to welcome them and explain procedures and expectations. (Shooting Sports)
24. Create a flyer that promotes some of the non-agricultural projects that Washington County 4-H has to offer. The flyer can be displayed at Farmers Markets, the brat fry, the Open Houses and the club's educational booth at fair.
25. We will take 4-H club brochures to an English Learning class at Moraine Park and Casa Guadalupe. We will invite families to visit the February club meeting, at which we plan to have additional recreation time that focuses on interactions. Any new families who visit or join the club will be assigned a family to assist in learning about 4-H and all it has to offer.

September 26, 2019

Thank you for interviewing for an award and/or funding for an educational travel experience. I hope that the experience was a valuable one and that your confidence in interviewing has increased as a result. I encourage you to reflect on your growth in the life skills of communication, social skills and resiliency.

This year educational travel experiences have a different process than they did in the past. You have now interviewed for partial funding for the experience from the Fond du Lac County Adult Leaders Association. You will receive feedback on your interview by October 23rd.

**You now need to register for the experiences that you are interested in attending.**

Registration for all educational travel experiences (besides one week of American Spirit and New Horizons) will be done on 4HOnline. See below for information on when and how to register for travel experiences. If more youth register for an experience than there are spots available, youth who have registered will be randomly selected to attend.

It is our hope that all youth who interview will be able to attend their preferred travel experience(s). However, applying for funding and interviewing does not guarantee you a spot on the educational travel experience. Also, any 4-H member can register for an educational travel experience, regardless if they've applied for partial funding or not. If youth don't receive funding, or for any reason, they can cancel from an experience. Specific cancellation dates vary for each experience.

If you have any questions, please contact me at [tracy.keifenheim@wisc.edu](mailto:tracy.keifenheim@wisc.edu).

Sincerely,



Tracy Keifenheim  
4-H Program Coordinator  
UW-Madison Division of Extension, Fond du Lac County

### **Registration Details**

<b>Experience</b>	<b>Registration Open</b>	<b>Where to Register</b>
New Horizons	September 30 – October 30 <sup>th</sup>	<a href="https://forms.gle/yJJRnGEfk3Di1SAX6">https://forms.gle/yJJRnGEfk3Di1SAX6</a>
American Spirit	November 1 <sup>st</sup> – December 1 <sup>st</sup>	**See next page!
Space Camp	November 1 <sup>st</sup> – December 1 <sup>st</sup>	4HOnline
CWF	November 15 <sup>th</sup> – December 15 <sup>th</sup>	4HOnline
WI 4-H & Youth Conf.	April 2 <sup>nd</sup> – April 15 <sup>th</sup> (Youth dates)	4HOnline
National Congress	May 1 <sup>st</sup> – June 1 <sup>st</sup>	4HOnline

## **\*\*American Spirit Information for Youth in Grades 8 – 10**

One of the many fantastic educational travel experiences offered through 4-H is [American Spirit](#) and this year it has been expanded to three different opportunities! One of the three experiences (June 10-18) is being facilitated by counties in Eastern Wisconsin and has a different registration process than the other two experiences whose registration is through 4HOnline. Please read the details below carefully to understand the differences between the experiences and ensure you are following the appropriate registration process.

### **Experiences on June 5-14, 2020 or July 3-12, 2020**

- Estimated cost is \$1,400
- Travel with approximately 40 4-H members from *throughout Wisconsin*
- No capacity of how many youth per county can register
- **Registration: Open in 4HOnline November 1, 2019-December 1, 2019**
- Registration for travel week preference will be done on a first come, first serve basis.
- There will be a wait list created for each week in case of cancellations.
- If you need help registering through 4HOnline, please consult <https://fyi.uwex.edu/wi4hedopp/files/2018/08/4HOnline-Registering-For-An-Event.pdf>.
- The state will contact youth directly to notify them which travel week they will be on or if they are on a waiting list.

### **Experience on June 10-18, 2020**

- Estimated cost is \$1,300
- Travel with approximately 40 4-H members from *counties in Eastern Wisconsin*
- Each of the counties in the area can send 0-4 youth.
- Each county is guaranteed space for 2 youth attend this experience.
- Each county can also identify an additional 2 youth that will serve as alternates since not all counties have two youth interested.
- **Registration:** Fond du Lac County youth interested in this experience need to **submit their name and contact details through the Google Form at <https://forms.gle/MMzcpkjY9JFRV5z26> by Monday, October 21 at 11:59 pm.**
- 2 Fond du Lac County youth will be randomly selected from the youth that register using the Google form.
- An additional 2 Fond du Lac County youth will be randomly selected to serve as alternates should not all counties in the area send 2 youth.
- **Applicants will be notified of their status.**