



Extension

UNIVERSITY OF WISCONSIN-MADISON
FOND DU LAC COUNTY

August 28, 2020

Dear General Leader,

WHEN AND HOW CAN OUR CLUBS AND PROJECTS MEET?

Many of you have heard that in order to hold any in-person 4-H project meetings, committee meetings, officer meetings, club meetings, roadside clean-ups etc. approval must be given by Extension. All clubs/groups/committees must follow the new guidelines that have been developed. I am including the new process below. You are also welcome to email me if you have any questions! Many clubs/groups have already started meeting with approved meetings and activities. Activities or meetings that have been approved include: Llama project, Wildflower project, Brandon Tanagers club meeting, Welcome Club Float, Ledgers Sidewalk Chalk activity, Springvalley club trip, and I am working with a few additional clubs/groups for more in person meetings/activities.

Step 1: Watch the training video: <https://fyi.extension.wisc.edu/covid19/video/>. This video will go over details about Covid-19 and some guidelines. It is about 20 minutes and will make filling out the proposal form much easier. This video must be viewed (training must be completed) by key leaders involved in the programs' proposal prior to the program being held.

Step 2: After watching the video, complete this [short quiz/form](#) to confirm your participation. This will serve as an official record of volunteers who completed a "safety training." The link to the quiz is <https://forms.gle/yi6GU7q8e4bbVPX67>, and it is only 3 questions.

Step 3: Call or email me for the form to fill out. You can fill it out and send it to me, or we can work together. The form asks questions about the activity, personal protection equipment, distancing, facility, food, etc. After the form is approved, you can move forward with the meeting/event/activity. There is a short follow up to be submitted after the program.

Thank you for your patience and cooperation as we all work through this together!

Fond du Lac County 4-H has had several forms go through the approval process. If you have any questions or would like to see an example of an approved form, please reach out! Please call (608) 265-2058 or email me at tracy.keifenheim@wisc.edu. More information is available on Wisconsin 4-H's website: <https://4h.extension.wisc.edu/4-h-faqs-related-to-covid-19/>.

A **nomination form for special leader or business recognition** was in your July mailing and is on the website at <https://fonddulac.extension.wisc.edu/4h/awards-scholarships/> (scroll down to volunteer awards). Please ask your 4-H families to consider nominating a person or business that has made a difference to them. We have many people and businesses that support 4-H. This is one way to show our appreciation. Forms are due Sept. 15.

New Charter F.A.Q. Document and Videos

Thank you to everyone who attended our 4-H Charter Chats. The questions led to great conversation and idea sharing! Based on our Charter Chats, we have developed a F.A.Q. document for leaders who were not able to attend. Please view this Frequently Asked Questions document [here](#). Please remember that the **financial parts of the charter must be turned in by September 1st!**

- [Financial checklist](#)
- [Copy of checkbook registry or Excel document that has all transactions documented](#)
- Financial report (page 5)
- Accounts information and financial review/audit (page 6)

Wisconsin 4-H has also developed videos to help. Check these great resources!

- *Completing Wisconsin 4-H Charters, 2020-2021* <https://youtu.be/vUnTDRotc-8>
- *Completing Wisconsin 4-H Financial Records, 2020-2021* <https://youtu.be/Kf952whFgV8>.

Charter Documents Due October 15th:

- Charter Annual Renewal Form (pages 1, 2, and 3)
- Annual 4-H Club or 4-H Group calendar covering October 1 – September 30 (page 4)
- *[Current 4-H Club or 4-H Group Bylaws \(now need to be included with the charter each year\)](#)
 - This is a great chance to update them!*

Club leadership for 2020-2021

Will you continue as a club general leader this year? Will you have a new person(s) helping you? If there will be changes, please call or e-mail those to Pam or Tracy. It will help us communicate more effectively. There is a lot of communication being sent via email and mail, so we want to ensure all of our lists are up to date!

4-H in 2020-2021 Family Survey

All families received an email to share their thoughts on the 2020-2021 4-H year. Families were asked to complete the survey by August 31st. If you missed the email, the survey can be found here: <https://forms.gle/d7zyruvmosfZbWnh8>. I will share with you the results from your specific club/project. This will help us all have a better idea of where to focus our efforts.

The survey included a graphic of possibilities for the Start of the 2020-2021 Year. For an example of “Pods of 10 or less” view this [approved program form](#) from an Ozaukee County Club. Their Club Project Fair at a park was approved and it uses a pod concept.

This 4-H year will look different than past years, and we will still be supporting youth and 4-H will be there to help our youth grow in generosity, mastery, independence, and belonging.

4-H Record Book Awards

Clubs must have all bronze, silver, and gold award numbers submitted to Tina Engelhardt **by September 25th**. Tina will be placing a bulk order for the county. Please contact Tina at 920-929-3171 or tina.engelhardt@wisc.edu

Award and Funding Interviews

Interviews will be held as part of the Educational Travel Experience and Key Award selection process. Through interviews, the youth can show their interest in the travel experience or award. It helps those applying who may not have as strong writing skills. Interviewing in the friendly 4-H environment can be a positive learning experience. The youth will be sent interviewing tips and will receive feedback on their interview.

To select the recipients for the funding of travel experiences, **volunteers are needed to read the forms and/or interview the applicants**. Interviews will be Tuesday, September 22, starting at 6 pm and Saturday, September 26, starting at 9 am. The interviews will be held virtual at this time. If a youth isn't able to do a virtual interview, please reach out to Tracy Keifenheim. We don't want this to limit participation. Please ask volunteers from your club to read the forms and others to do the interviewing. It does not have to be the same volunteer doing the interviews on both days. Interviews will be done in groups, so volunteers will not be working alone. Information on interviewing and types of questions to ask will be provided for the volunteer. Volunteers who will do interviews or read applications should contact the Extension Office by September 11, as information will be mailed.

Want some extra practice? Join Ron Jakubisin, Positive Youth Development Educator, for an **application and interview skills workshop!** The interactive Zoom workshop will give youth tips on how to review applications and prep for an interview. Are you applying for an award, a volunteer position, or a job? This workshop will focus on power words, getting specific about your skill sets, and ways to promote yourself that makes a connection with your audience! The workshop will be held on Thursday, September 17th at 6pm. Please register by Sept. 15th. Here is the link to register: <https://forms.gle/PpMPi1Nf4nFMD7Mi7>.

4-H Conversation Corner: Program Approvals for In-Person Meetings

Join us each month for a different Conversation Corner topic! 4-H Educators Tracy, Jayna, and Amy invite all 4-H club and project leaders from Fond du Lac, Ozaukee, and Washington Counties to join them for these one-hour (optional) Zooms. These conversations are an opportunity for leaders to ask the Educator questions, brainstorm with other leaders, and share ideas!

Our September topic is "Program Approvals for In-Person Meetings." We are offering several days/times. Register now for one of these sessions! <https://forms.gle/gWLiAqckwPLPu2n96>

- September 10, 6-7 pm
- September 15, 10-11am
- September 23, 1-2pm

Wisconsin 4-H Leadership Council

The Wisconsin 4-H Leadership Council (WLC) provides a statewide forum for youth and adult volunteer leaders to discuss ideas and provide input to enhance UW-Extension 4-H Youth Development programs at the state, county, and local levels. WLC members:

- Serve as leaders and role models for 4-H youth and adults
- Advocate for Wisconsin 4-H
- Provide input for enhancing the 4-H program
- Provide educational opportunities to 4-H members and leaders
- Connect the county, regional, and state levels of Wisconsin 4-H, as well as the Wisconsin 4-H Foundation

2020-2021 Wisconsin 4-H Leadership Council Applications are now open! Apply today for WLC. Applications are due **September 30th**. Application also include information on WLC, requirements for applying, and more. <https://fyi.extension.wisc.edu/wi4hvolunteers/files/2020/08/2020-2021-WLC-Application-Fillable.pdf>.

4-H Coloring Book Contest

Create a hand-drawn illustration based on one of the illustration themes of the 4-H Essential Elements. Scan/photograph your child's artwork and use the official entry form below to submit your entry **before the EXTENDED DATE of September 30, 2020**. Winners from each of the four themes will be selected via a vote on Facebook and will receive fun 4-H merchandise!

Illustration Themes

- **Belonging:** Be yourself, make friends, grow positive relationships with youth and adult
- **Mastery:** Develop new skills through hands-on learning
- **Independence:** Explore new opportunities and open the door to new experiences, projects, and places
- **Generosity:** Give back to your community!

Submission Details

- Scan/photograph your child's artwork and enter using this form: <https://forms.gle/2mq7vgB3MXuoWg3v7>
- All work must be the original work of the youth member
- Drawings should be on a single sheet of standard letter-sized (8-1/2" x 11"), unlined paper, in portrait/vertical orientation.
- The Extension Office may need to alter entries for formatting and reproduction purposes.

4-H Re-enrollment Update for 2020-2021!

4-H Online 2.0 will be released and ready to go live in late September. That means that 4-H re-enrollment period will move to **OCTOBER 2020!** Please note that 4H Online 1.0 is now closed to family access. Watch your email and newsletter during September for more information!

During the transition to 4-H Online 2.0, please note the following important dates/deadlines:

- **August 21-Sept 1** - Club and Project leaders can see their information and staff can run reports and send broadcast emails.
- **Late September** - 4-H Online 2.0 will go live (specific date TBA.)
- **October** - Re-enrollment period for 4-H families in 4H Online 2.0 (You will still use your existing login and password to access your family profile in the new 4-H Online version 2.0.)

National 4-H Week is October 4-10

National 4-H Week and the months of September and October are great times for 4-H members to recruit new youth. Personal contact, displays at area schools or the library, or a club open house are the best ways to get new faces at your next meeting. Many parents are contacting me and looking to join 4-H even during Covid. Please be flexible and open to new members joining at this time!

2020 Officer Training Save the Date

Thursday, October 29th from 6:00 p.m. - 8:00 p.m. This event will be virtual! More details to come in September leader letter and newsletter!

Ice Cream Contest

[Cedar Crest Ice Cream](#), located in Cedarburg, and the [Wisconsin 4-H Foundation](#) have teamed up again to present the “Cedar Crest Ice Cream 4-H Flavor Contest” for Wisconsin 4-H clubs. 4-H Clubs are eligible to create and submit a flavor ‘recipe’ with the top clubs named as finalists, and the top flavor produced for summer 2021. More information and the entry form are available at www.cedarcresticecream.com. **Entries are due by November 13, 2020.** The winner will be announced in December 2020.

Fall Virtual Exchange

Youth will be able to join a tri-county virtual exchange this fall with another state. Details will be sent out at the beginning of September for participants to register in this program.

Fond du Lac Counties 2020 Graduates and Scholarship Winners for Certificates:

2020 Graduates:

Cassandra Burke, Brooke Cooper, Abigail Eiche, Evonna Engel, Erica Fryman, Lucas Gierach, Kaianne Hodorff, Allison Indermuehle, Aleena Lee, Andrew Loehr, Kyle Loehr, MacKenzie McCulley, Samantha Morgen, Caitlin Oelke, Aaron Olson, Mitchael Perr, Abby Ruplinger, Parker Schmitz, Camron VanLoo, Andrea Yahr

Key Award: Kaylee Mess, Caitlin Oelke, Aaron Olson, and Joseph Krahn

Thuerwachter Scholarships: Cora Williams and Andrea Yahr

Adult Leaders: Brianna Biermann, Kaylee Mess, Samantha Morgen, Paige Thomas, Cora Williams, & Andrea Yahr

Teen Leaders Association Scholarships: Kaylee Mess, Cora Williams, Andrea Yahr

Calendar of Events

September

- 1 Club Charter Financials due to office
- 4 4-H Short Stories due to office
- 15 Volunteer Recognition Nominations due
- 15 Application deadline - Educational Experiences, Key Award, Citizenship, Leadership, & 4-H Growth Achievement, & Community Service (club & individual)
- 22 Funding and Awards Interviews, via Zoom
- 26 Funding and Awards Interviews, via Zoom
- 28 Teen Leader Association Meeting, 7:00 pm, via Zoom
- 30 Coloring Page Contest Entries due to office

October

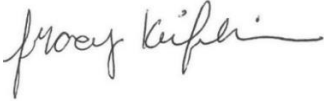
- 4-10 National 4-H Week
- 15 Club Charters due
- 29 Officer Training - SAVE THE DATE

POSITIVE QUOTE OF THE DAY

"If you are positive, you'll see opportunities instead of obstacles."

-Widad Akrawi

Sincerely,



Tracy Keifenheim
4-H Program Educator

Fond du Lac County

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