

Cass County 4-H Policy Statement

MEO/JH/SMO/BI/SW/KB 07-88; Revised 3-90, 3-93, 4-94, 10-95,10-96, 11-97, 11-99, 11-00, 12-06, 11-07, 10-10, 3-11, 5-13, 6-15, 5-16, 3-17, 9-19, 8-24

Membership Qualifications

1. Iowa 4-H Youth Development Program Participation Requirements apply to all members, see 4HP 3005 in the Extension Store, www.extension.iastate.edu/4h/regulations-and-guidance.
2. The 4-H Program year runs September 1 through August 31.
3. Youth may enroll in the 4-H program at any time during the year by completing online enrollment.
4. Members must re-enroll in 4-H or Clover Kids annually. Those currently attending events and meetings should be enrolled as soon as they start participating for health and safety reasons.
5. A youth may continue participation in the 4-H program if they find it to be a meaningful experience. However, there are grade limitations on some activities/events. 4-H classification is determined by school grade September through May throughout the program year.
 - a. Clover Kids Kindergarten - 3rd grade
 - b. Junior 4th - 6th grade
 - c. Intermediate 7th - 8th grade
 - d. Senior 9th - 12th grade
6. A member may join any club in the county to best meet their personal and project needs.
7. Each year, a member is expected to complete the following to get the maximum benefit from participation:
 - a. Attend as many club meetings as possible.
 - b. Give one educational presentation to their club.
 - c. Complete at least one project according to goal established.
 - d. Complete 4-H Record Book by designated deadline. (Grades 4-12)
 - e. Encouraged to participate in club and other county activities.

Official Uniform

1. Events throughout the year may require official 4-H or Clover Kid uniforms including county convention, exhibiting at county fair, or other events where you are representing 4-H.
2. Clubs may design their own club shirts; YAC must review and approve if to be worn as an official uniform before printing.
3. Official 4-H uniform includes:
 - a. Plain blue or plain black jeans, blue denim skirt, black skirt, or 4-H green skirt
 - b. Official 4-H club or Cass County 4-H t-shirt (white, green or black shirts, no individual names allowed on t-shirt), Short/long sleeved, white shirt/blouse with chevron on left, or 4-H green necktie or black necktie

4-H Clover Kids

1. Clubs must have a minimum of 5 members from 2 or more families
2. Clubs may not vote on a youth's eligibility to be a member of their club.
3. Clubs are required to have at least one adult to serve as organizational club leader and primary contact with Extension office. See leader definitions at www.extension.iastate.edu/4h/volunteerresources
4. Clubs are encouraged to have monthly meetings throughout the year.
5. Participation in Clover Kid Activities must be non-competitive.
6. Follow Clover Kid Guidelines in Iowa 4-H Youth Development Participation Policy
7. If working with animals, must follow 4HP 3100, Working with Animals document.
www.extension.iastate.edu/4h/regulations-and-guidance

4-H Clubs

1. Clubs must have a minimum of 5 members from 2 or more families.
2. Clubs are required to have at least one adult to serve as organizational club leader and primary contact with Extension office. See leader definitions at www.extension.iastate.edu/4h/volunteerresources
3. All clubs are encouraged to have monthly business meetings throughout the year.
4. Project leaders are encouraged to hold a minimum of one workshop for small groups enrolled in any particular project.
5. Clubs may not vote on a youth's eligibility to be a member of their club.
6. Clubs may make their own decision to combine or dissolve. They must notify the Extension Office and follow procedures for closing/combining financials etc. early in the decision-making process.
7. Club dues may be collected on annual basis and used to help pay for special club activities. Club treasurer accounts are kept at the Extension Office and follow all transactions all club treasury guidelines found at, www.extension.iastate.edu/countyservices/4-h-club-financial-management

Independent 4-H Membership

1. If regular 4-H club participation is not an option, independent membership may be an option for youth in 4th-12th grade who still wish to gain 4-H experiences outside of a club setting. In this case, independent status would be considered their primary club for purposes of county activity participation.
2. Returning 4-H members must decide by November 15th of the current year if they wish to participate as an Independent 4-H member. Forms and Agreements must be submitted to the Extension Office on or before the end of business on November 15th. New member to Cass County are strongly encouraged to engage in club experience before requesting independent membership.
3. Youth should identify an approved club leader as a mentor (not a parent) to guide and support them in their 4-H project work.
4. Adult Mentor must follow requirements of a Direct and Ongoing Club Leader. See leader definitions at www.extension.iastate.edu/4h/volunteerresources
5. Youth should complete one or more community service-learning project during the year.
6. Youth should demonstrate their learning by giving a presentation/demonstration before a group.
7. Youth should submit a year-end report of 4-H experiences (Record Book) to the mentor.
8. Youth should share with their designated mentor six or more times through the year progress on goals and celebrate achievements.
9. Youth must abide by all county, state, and national 4-H policies and recognize the authority of Extension staff to establish and enforce rules and policies.
10. Follow Independent membership Guidelines in Iowa 4-H Youth Development Participation Policy
www.extension.iastate.edu/4h/regulations-and-guidance.

4-H County Fair Participation

1. Members must attend a minimum of six regular club meetings of their primary club which will include the business meeting and give a prepared educational presentation to the club at a 4-H club meeting, before June 15th, to be eligible to show at county fair.
2. Enrollment must be completed by May 15th of the current year for members to be eligible to participate in the Cass County Fair. Youth who enroll in 4-H on or after May 16th are not eligible to exhibit at county fair.
 - a. 4-H members new to Cass County 4-H who join in March or April must attend a minimum of three club meetings and give a prepared educational presentation.
 - b. 4-H members new to Cass County 4-H who join on or before May 15th must attend a minimum of two club meetings and give a prepared educational presentation.
3. Club officers and the organizational leader should determine a member's fair eligibility. There will be no excused absences and no exceptions granted.
4. All 4-H members are to receive premium checks which they have earned. Fairboard may withhold premium money upon rule violation. If members wish, they may donate back to their club, or to the fair.
5. A member will become ineligible to exhibit at the county level at the end of the calendar year in which they graduate from high school.

Clover Kids County Fair Participation

1. Members must attend a minimum of five regular club meetings of their own club and give a show and tell presentation to the club at a club meeting, before June 15th, to be eligible to show at county fair.
6. Enrollment must be completed by May 15th of the current year for members to be eligible to participate in the Cass County Fair. Youth who enroll on or after May 16th are not eligible to exhibit at county fair.
 - a. Clover Kids new to Cass County 4-H who join in March or April must attend a minimum of three club meetings and give a show and tell presentation.
 - b. Clover Kids new to Cass County 4-H who join on or before May 15th must attend a minimum of two club meetings and give a show and tell presentation.
2. The organizational leader should determine a member's fair eligibility. There will be no excused absences and no exceptions granted.
3. Clover Kids are not eligible to receive premium checks. All fair events are non-competitive and receive participation ribbons only.

Livestock Requirements to exhibit at County Fair

1. Member should review requirements in Iowa 4-H Livestock show requirements for Animal Identification, Weighing and Exhibiting Requirements for county, state and interstate shows, 4H202 store.extension.iastate.edu/product/194
2. Cow/Calf, breeding heifer, Feeder calf, horse, dairy cows, and dogs must complete the identification process on paper or in online on or before May 15th.
3. Beef, swine, sheep and goat identification forms are completed at respective weigh-ins then identified online by the exhibitor on or before May 15th to be eligible to exhibit at the Cass County Fair.
4. Rabbits, poultry and pets do not need to be identified ahead of making Cass County Fair Entries.

Approved Adult 4-H and Clover Kid Leaders

1. Complete enrollment online each year. See leader definitions at www.extension.iastate.edu/4h/volunteerresources
2. Keep an up-to-date volunteer background screen.
3. Promote positive youth development environments for youth that emphasize youth strengths
4. Complete the required volunteer training by June 30th each year.
5. Provide appropriate supervision of activities/meetings/field trips.
6. Develop working relationships with parents, Extension staff and community partners.

County 4-H Youth Council - YC

1. Council members must have these minimum qualifications:
 - i. Completed at least two years of club work.
 - ii. Be in 9, 10, 11, or 12 grades.
 - iii. Plan to remain actively involved with their local club.
 - iv. Have a current and completed 4-H record book.
2. Candidates will be interviewed and selected by the Youth Action Committee.
3. Council members may serve up to four, one-year terms.
4. Members are expected to attend monthly meetings, plus events planned throughout the year.
5. Group plans one major event during the year and tries to host activities for all ages and families. (New member party, Share-the-Fun, educational presentation workshop, junior day camp, county convention.)
6. Council members are expected to behave in a responsible and mature manner. They shall represent themselves as good role models.
7. Issues of misconduct will be handled by Extension staff and/or the Youth Action Committee.
8. Members of County 4-H Youth Council should make meetings/events a priority to maintain eligibility for subsequent years.
9. The Council may choose to elect officers, those elected to serve agree to make meetings and council activities a priority as they take on additional leadership responsibilities.

Youth Action Committee - YAC

1. The Youth Action Committee focuses on program and policy development for the County 4-H Program. YAC organizes county-wide activities such as banner club, fall fest, record book awards, county convention, and other county-wide events/meetings.
2. YAC is made up of youth and adults from across the county with the goal to have representation from a large percentage of the 4-H Clubs. YAC also has a representative from Extension Council, Fairboard and Youth council. Parents, leaders, or youth members may join throughout the program year by reaching out to the Extension Office.
3. YAC reviews requests for policy changes and expectations on a situation-by-situation basis.
4. YAC reviews all club 4-H shirt designs before going to print to review for copyright standards including use of the clover and color requirements.
5. Members are encouraged to take information back to club meeting reports and bring any suggestions from clubs to YAC meetings for group discussion.