

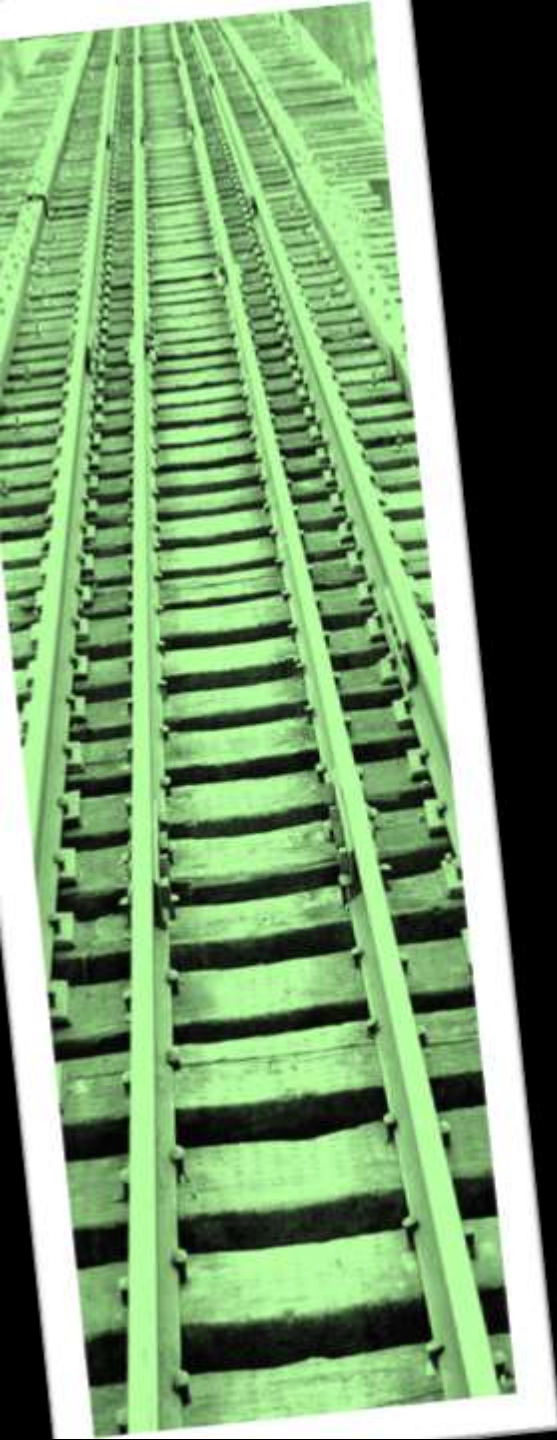
*Oklahoma 4-H*

# On TRAC

*“Taking **Revitalization**  
to **All Clubs**”*

*(insert county name)*





## **4-H** on TRAC is....

A program planning process designed to strengthen the local and county 4-H program by making local meetings safe, educational, interactive and fun.





# Successful **4-H** members and clubs require:

- ❁ Families involved in supporting their 4-H'ers 4-H project and participation in local and county programs.
- ❁ All families, volunteers and 4-H members share in the leadership and responsibilities of being associated with the 4-H organization, name and emblem.



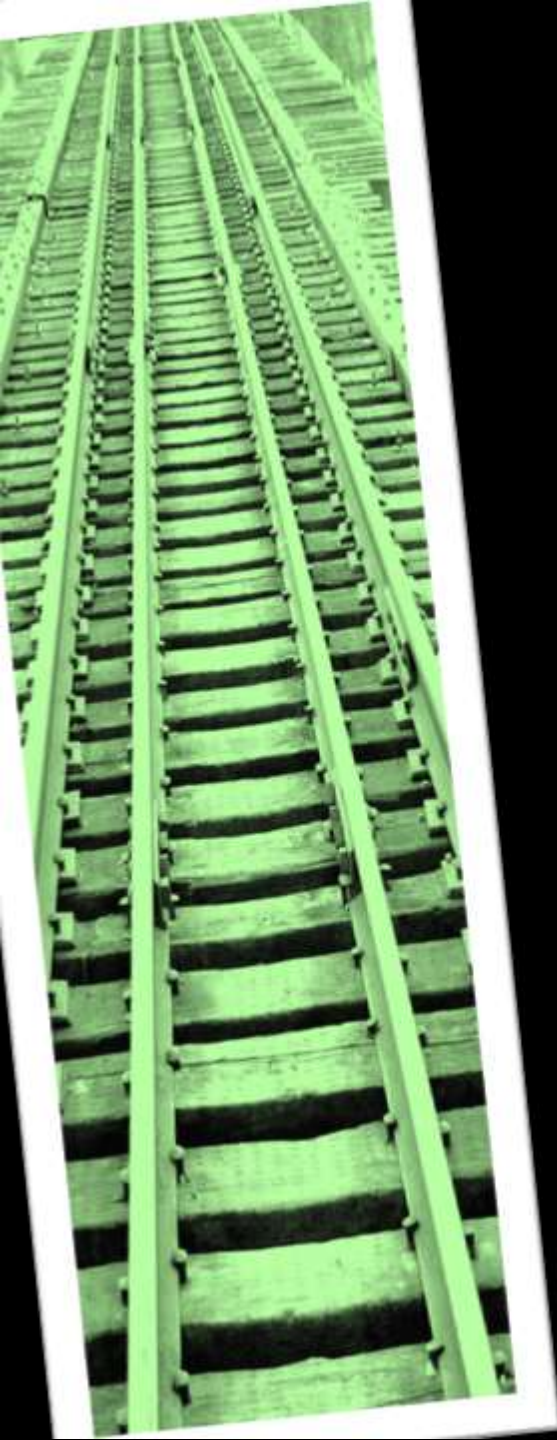


# Club Environment meets...

## Five Basic Needs

1. Promote Feelings of Acceptance and Belonging
2. Provide Opportunities to Develop Relationships
3. Provide Safety and Structure
4. Provide Opportunities to Contribute to the Group
5. Promote Competence and Independence





# Local *4-H* programs should develop life skills

- 🍀 Decision-Making Skills
- 🍀 Cooperation
- 🍀 Leadership
- 🍀 Group Communications
- 🍀 Ability to try new ideas
- 🍀 New Knowledge and Skills
- 🍀 Pride in Group Endeavors
- 🍀 Self-Confidence





# A **4-H** meeting should be...

- 🍀 On a Regular Schedule
- 🍀 Run by Youth Officers and Supervised by Adults
- 🍀 Organized – On TRAC planning
- 🍀 Fun and Educational
- 🍀 Providing Peer Support and Recognition
- 🍀 Supported by Positive Contact with Caring Adults





# Parts of a *4-H* Club Meeting

- ✻ Opening Ceremony
- ✻ Monthly Business Meeting
- ✻ Educational Program
- ✻ Speeches/Demonstrations
- ✻ Recreation
- ✻ Refreshments



# Another Look at a **4-H** Meeting

## Business

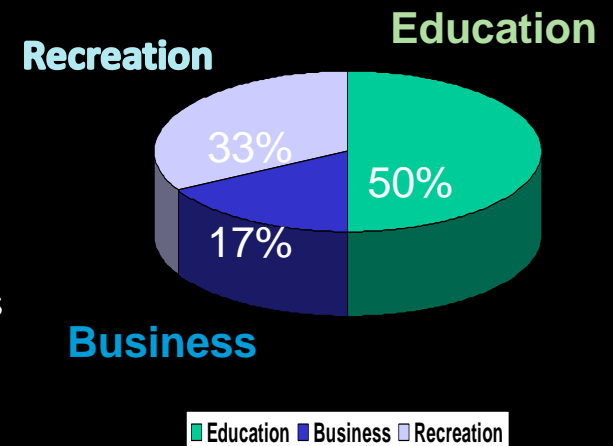
- Call to Order
- Opening with Pledges and Ritual
- Roll Call/Sign In
- Introduction of Guests
- Minutes and Correspondence
- Treasurer's Report
- Reports of Committees
- Unfinished Business
- New Business
- Announcements
- Adjournment

## Program or Education

- Talks and Demonstrations by Members
- Judging Activity or Project Lesson
- Opportunities to Learn by Doing
- Guest Speakers, Videos, etc.
- Special Tours or Group Activities

## Recreation & Refreshments

- Games, Skits, Plays, Parties, Songs, etc.
- Snacks or Meal





# Club Structure

**County Extension Educator:** provides education to and management of clubs and volunteers



**Executive Committee:** Officers, committee chairs and Advisor

**Committees w/designated Activity Leaders**  
Share the Fun • Picnic • Community Service

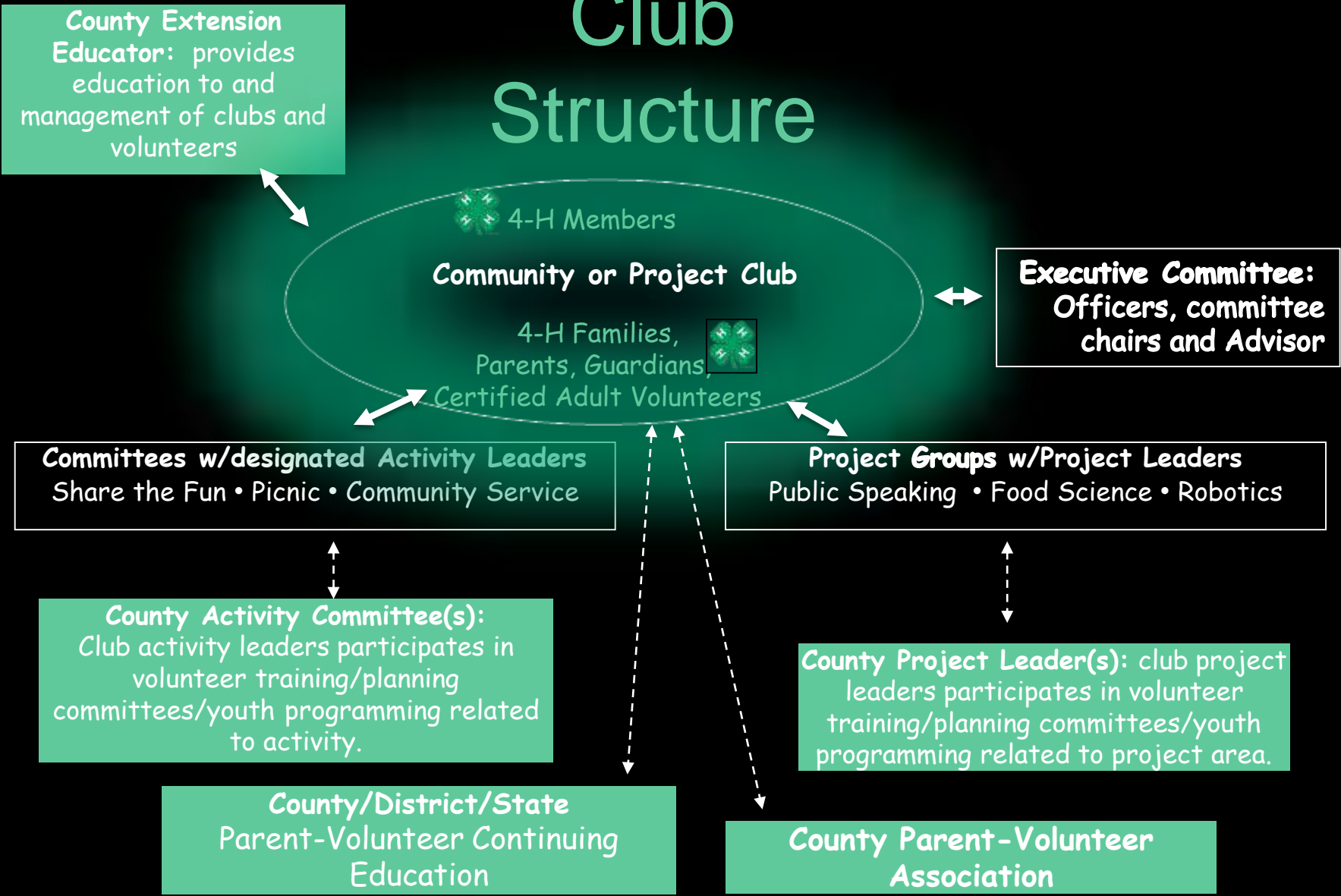
**Project Groups w/Project Leaders**  
Public Speaking • Food Science • Robotics

**County Activity Committee(s):** Club activity leaders participates in volunteer training/planning committees/youth programming related to activity.

**County Project Leader(s):** club project leaders participates in volunteer training/planning committees/youth programming related to project area.

**County/District/State Parent-Volunteer Continuing Education**

**County Parent-Volunteer Association**





# Responsibilities of each *4-H* Team Member

- ☘ 4-H Member
- ☘ Local Club Officers
- ☘ Organizational Leader(s)
- ☘ Project Leader(s)
- ☘ Activity Leader(s)
- ☘ Teen Leader(s)
- ☘ Parents/Families





# 6 Steps to Successful Program Planning

- ✿ Study Situation
- ✿ Establish Goals
- ✿ List Possible Activities
- ✿ Choose the Best Activities
- ✿ Contact Resources for Educational Programs
- ✿ Complete a Master Calendar





# Good Practices...

- ✿ At least five youth members from two or more families.
- ✿ Certified volunteer(s)
- ✿ Appropriate youth-adult ratio
- ✿ Members have shared responsibility for making decisions and operating the club.
- ✿ An organized, fun and educational program planned by members, volunteers and parents.





# Good Practices...(continued)

- ❁ Six or (preferably) more club meetings
- ❁ Learning experiences outside of the local group.
- ❁ Involvement in the community
- ❁ Personal evaluation and recognition of progress on individual and group goals.
- ❁ All five components of the 4-H Recognition Model.





# To maintain a club charter:

- ✿ Monthly 4-H Meeting Planning Guides
- ✿ Actively recruit volunteers and youth
- ✿ End of year report of club activities
- ✿ Annual financial accounting
- ✿ Regular enrollment process
- ✿ Local parent(s)/volunteer(s) participate in continuing education





# Today's Task:

- ✿ Break into club teams and plan the year.
- ✿ Use the *Monthly 4-H Meeting Planning Guide*. Be sure the following three items are completed today:
  - ❖ Educational Program or Activity
  - ❖ County Event Preparation/Lesson
  - ❖ Club Community Service Project
- ✿ Following today's meeting complete all other information on the guide and follow-up with responsibility assignments.
- ✿ Turn in the completed packet of "Monthly 4-H Meeting Planning Guides" by **(date)**.

