



## OKLAHOMA COOPERATIVE EXTENSION SERVICE

Division of Agricultural Sciences and Natural Resources

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OSU EXTENSION

### 4-H YOUTH DEVELOPMENT

Club Leader(s) and Extension staff,

The Oklahoma State University Cooperative Extension Service, 4-H Youth Development Program has chartered the **Pottawatomie County Scissortail 4-H Club**. A copy of this authorization and the Charter certificate are to be maintained by the county office. Anytime there is a change in adult club leadership, the volunteer is to be provided a copy of this letter and the Charter.

As a Chartered 4-H club you agree to follow state and local 4-H policies, procedure, and guidelines. We reserve the right to review, inspect or withdraw a Club Charter.

4-H Name and Emblem graphic standards and guidelines can be downloaded USDA: National Institute of Food and Agriculture at <https://nifa.usda.gov/4-h-name-and-emblem>.

The Oklahoma Extension Service and 4-H Youth Development effort are committed to maintaining 4-H clubs that provide a safe and healthy environment for youth to thrive and develop life skills through quality educational programs. Annually, the club's leadership team will be challenged to set goals and review their progress in providing a quality 4-H experience for new and existing members and families.

Per, the *Charter Application*, the following expectations have been outlined to guide clubs in maintaining their Charter. These standards are fluid and can change annually.

1. Submit annual set of *Monthly 4-H Meeting Planning Guides* to the county Extension office. Keep OCES informed of changes and additions. Complete 2/3rds of plans submitted.
2. Actively recruit and meet regularly with volunteers and youth from a variety of racial, ethnic, religious, and socioeconomic groups in your community.
3. For the charter to remain active a club must maintain a minimum enrollment of 5 members and 2 families.
4. Complete end-of-year reports of club activities and submit to county Extension office.
5. Annually the club/club leadership team shall take action to review and approve financial accounts/funds held in trust by the county office/school activity fund/foundation.
6. Have a team of local parent(s)/volunteer(s) attend Parent-Volunteer Continuing Education opportunities for personal development, as well as to take the information back for use in the club.
7. Club represented at all county Parent-Volunteer Association meetings by parent(s)/volunteer(s).

Sincerely,

Steve Beck  
State 4-H Program Leader and Assistant Director  
OCES, 4-H Youth Development