



4-H Leader Line

An educational resource to share with 4-H leaders, volunteers and parents.

Volume 13, Number 3

December 2006

4-H Calendar

December

- 1 Leader Line online
- 1 Urban Expansion reports due
- 12 Colorado 4-H Foundation board meeting
- 20 IFYE Ambassador applications due

January

- 4-6 National Western Catch-A-Calf Show (Denver)
- 4-7 National 4-H Horse Classic Division (Denver)
- 4-7 National Western 4-H/FFA Livestock/Meats Judging (Denver)
- 4-7 Western 4-H Roundup - Colorado delegation (Denver)
- 6-21 National Western Stock Show (NWSS) (Denver)
- 9 IFYE BBQ - National Western Stock Show Parade (Denver)
- 10-15 Japanese High School Program mid-term meeting
- 10-15 Flex/NIS mid-term meeting
- 11-15 Western Regional 4-H Leaders' Forum (Tucson, AZ)
- 15 Japanese Intern applications due
- 17 Colorado 4-H Day - (NWSS) (Denver)
- 27-28 Leadership Development Conference (Denver)
- 29 Colorado 4-H Day - State Capitol

February

- 1 Barbizon School of Modeling Scholarship applications due
- 16-18 Youth Fest

Managing 4-H Money!

4-H is a public organization and receives funding from federal, state and county governments. We've heard lots of news in recent years about the lack of accountability in private business and the losses that *stockholders* have incurred. However, 4-H isn't private and we have a high level of accountability to our *stakeholders* — the taxpayers. The privilege of using the name and emblem of 4-H comes with the responsibility of being accountable for its use and any funds that are used in its name.

You might ask what this has to do with the finances and checking account of your 4-H club? While members, leaders and parents in your 4-H club raise funds to support the educational efforts of the group, the money is not yours. It is considered *public* money because it is raised on behalf of 4-H. Does this mean someone is going to swoop down and take it? No, not if you're legally accountable and responsible in handling 4-H funds.

One of the biggest challenges we face in 4-H is handling money responsibly. For instance, it is illegal to put club funds into your own checking account even though you may keep track of exactly how much belongs to the club. It is illegal to commingle funds from other groups, individuals or organizations with 4-H funds because 4-H funds are *public funds*. This also means that you can't take a loan from the club treasury with the intent of paying it back later.

Money is something that divides people as much as it brings them together. Conflicts will arise if money is not handled carefully and accurately. It feels terrible to be falsely accused of something. So, what can we do to keep everyone above suspicion? A few simple procedures will help.

- Authorize check signing authority to two or more people from different families and require both signatures on each check.
- Require two or more people to count money from fund-raising events.
- Require club approval for expenditures.
- Avoid cash transactions to club members.
- Require receipts and invoices for expenditures.
- Write receipts to club members, parents and leaders.
- Record financial transactions as they occur.



Accurate record-keeping is an important life-skill and key to maintaining financial responsibility.

All 4-H clubs, councils, foundations and groups are required to file an annual financial report with their county office.

Colorado 4-H has a new club treasurer's book and forms that can be printed and completed with an ink pen or downloaded from the 4-H web site and filled out on a home computer.

—Dale Leidheiser
Colorado State University
Cooperative Extension
4-H Youth Specialist

A Message from the 4-H Director

It's All About Accountability – and Protection

I believe in keeping things simple. With that in mind, here is my two minute lecture on financial accountability in the 4-H program.

Why do we ask for a financial report of 4-H club funds to be submitted to the county Extension office on an annual basis?

Because:

- The 4-H club and the adult leadership of that club must be accountable to the county Extension office,
- The county Extension office must be accountable to the state 4-H office, and
- The entire Colorado 4-H program must be accountable to the citizens who have donated their time, effort and dollars to this youth development effort.

But, there is a practical reason for accountability — and it's about protection. Being fiscally accountable protects:

- The Colorado 4-H program,
- The county Extension program, and
- Most importantly, it protects the 4-H volunteer leader.

The bottom line about financial accountability in the 4-H program is — you don't want to end up like the former Enron executive, Ken Lay.

Lecture over.

—Jeff Goodwin
Colorado State University
Cooperative Extension
4-H Youth Development Director

4-H News of Interest

- Please send articles or letters of 4-H interest or upcoming events.
- All articles or letters must be signed. Provide your full name, address and phone number.
- Articles or letters will be edited for spelling and grammar.
- Because this publication is placed on-line three times a year, articles or letters that contain time-dated information will not be used.

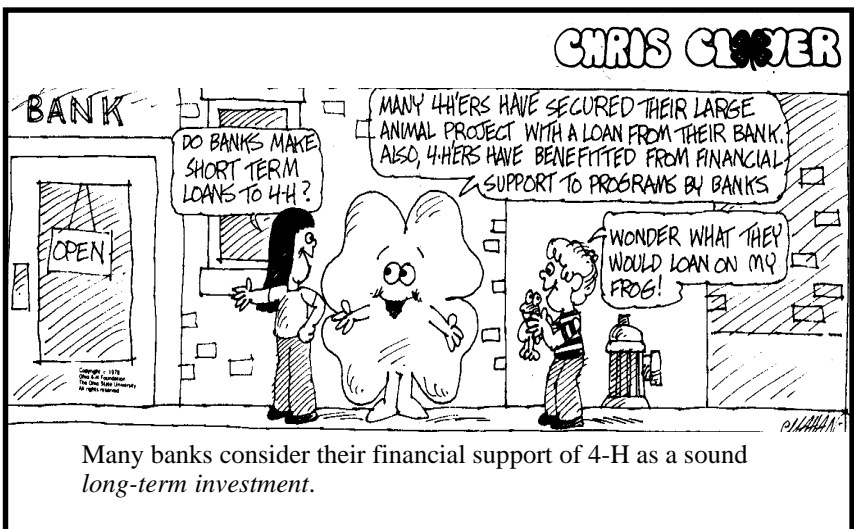
4-H Leader Line Editorial Board

Editor-in-Chief Jeff Goodwin
Managing Editor Susan Cuckler
Opportunities and Resources Dale Leidheiser

Editorial Assistants:
Ellen Butler and Sue Harris

Contributors:
Lois Helgeland, Courtney Loflin, Shami Loose
and Partners In Parenting

The 4-H Leader Line is published three times a year by the 4-H Youth Development Program, Cooperative Extension, State 4-H Office, 134 Aylesworth Hall, NW, Colorado State University, Fort Collins, Colorado 80523-4050.



State 4-H Leaders' Council Update

The Colorado State 4-H Leaders' Council met on October 7 during the Colorado 4-H Leaders' Forum in Brush. The following are highlights of the meeting.

State 4-H Office

Dale Leidheiser reported on the updates to the 4-H web site. A new code-of-conduct for adults, financial record-keeping and secretarial forms are posted along with new e-Learning modules. To access e-Learning forms, contact your county Extension office to obtain a password.

Connie Cecil said there are revisions to the Livestock/Horse e-Record that will be posted on the web site along with a draft of the e-Record for general projects.

2006 Colorado State Fair

2006 Colorado State Fair 4-H display exhibits went very well according to Shardy Paul and Mike Grett, even though they fell short in numbers of volunteers. 4-H display at the Colorado State Fair is a leaders' council project and all leaders are encouraged to help. The request was made that everyone keep this opportunity in mind for the 2007 Colorado State Fair.

2006 Silent Auction Donations

The silent auction was excellent. Silent auction proceeds will serve as scholarships to the leaders attending Western Regional Leaders' Forum for the first time. We have a silent auction at each of our three meetings.

2007 Fall Forum

District 13 will host the 2007 Fall Forum. It will be held in Salida on October 5-7. The leaders' meeting will be held Saturday morning, October 6 at 8 a.m.

2007 Western Regional Leaders' Forum

The 2007 Western Regional Leaders' Forum will be held in Phoenix, Arizona, January 11-15. Registration information can be found on their web site at http://cals.arizona.edu/4-h/wr_forum/index.html.



2009 Western Regional Leaders' Forum

The 2009 Western Regional Leaders' Forum will be held at the Denver Marriott Center Downtown, February 25 through March 1. Room rates are \$119.

Your help with committees is needed. For sign up sheets and job descriptions contact Shardy Paul at (303) 985-3796 or Schardelle@champmail.com. Mike Grett can also answer your questions at (970) 323-7696 or grettgrouch2@doci.net.

Our next Colorado State 4-H Leaders' Council meeting will be in January during the 2007 Leadership Development Conference in Denver. Please bring silent auction donations.

—Lois Helgeland
Colorado State University
State 4-H Leaders' Council
Secretary/Treasurer

Stress

The Facts

Stress isn't something that occurs outside your body. Stress isn't an external event. It is a natural, physiological change inside your body in response to a perceived threat.

Stress that is experienced as desirable is called *eustress*. Stress that is damaging to one's emotional or physical health is called *distress*. You see, one person's stressors can be another person's challenges.

Any rapid change can elicit the stress response. Children are rapidly growing to adulthood. With numerous activities, school assignments and various commitments, kids today are becoming increasingly prone to feelings of inadequacy and fear of failure. This causes stress. Stress has become a seemingly natural part of everyone's daily life. How we manage or use this stress response is critically important.

What is Stress

Stress is defined as your body's attempt to provide instant energy to cope with a perceived threat. This physiological change empowers you to fight, flee or freeze as a method of coping with a threatening event. Stress only becomes a problem when it occurs when there is no danger, stays active longer than is needed or becomes a habitual response to non-threatening life events.

The stress response begins in one's limbic system, which is the part of the brain that controls emotions. When one perceives a situation or event as threatening, the limbic brain sends out signals to the body to prepare to *fight, flee or freeze*.

The opposite response to stress is called the relaxation response. The part of the nervous system controlling the relaxation response is called the *parasympathetic nervous system*. The sympathetic nervous system controls the stress response. *Eustress* (desirable stress) aides one in acquiring energy to boost the performance of any task. *Distress* breaks down bodily functions and hinders performance. Effective management of these two different bodily responses is key to maintaining emotional balance and health.

How Stress Effects a Child

The National Center for Disease Control and Prevention estimates that 85 percent of the illnesses for which we seek medical treatment are stress-related.

Negative effects of distress among children are:

- Heart problems
- Illness
- Loss of appetite
- Disrupted sleep patterns
- Irritability
- Increased tendencies toward violence
- Use of drugs/alcohol
- Suicidal thoughts or attempts

Signs of Distress

According to the Singapore-Childrens' Emotional Stress Scale your child is stressed when they:

- Frequently worry or worry about a large number of things.
- Are depressed or sad.
- Enjoy very few activities.
- Shed tears inappropriately or over many things.
- Are often irritable and grumpy.
- Regularly complain of aches and pain.
- Are quiet and withdrawn from others.
- Are forgetful about important things.

Helping Children to Manage Stress

Parents can help their child manage stress by:

- Reassuring and encouraging them by telling them they have the ability to cope with new or frightening events.
- Not blaming them for their feelings or emotions.
- Recognizing when your child is experiencing distress.
- Expressing confidence in your child's ability to cope and adapt.
- Recognizing that stress managers that work for adults may not work for your child.
- Setting examples for effectively handling distress.
- Teaching your child various ways of coping with the stress response (often by example).
- Being honest about changes that will affect your child (i.e. moving, illness, divorce).
- Making certain your child feels loved and protected.

**PARTNERS
PARENTING**

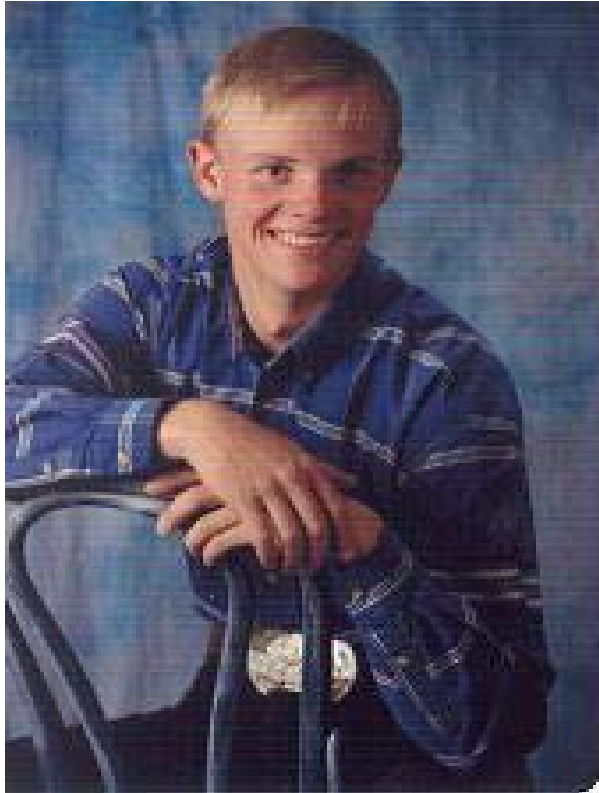
(800) 457-2736

Colorado 4-H Foundation Collegiate 4-H Scholars Sponsored by the Colorado Farm Bureau

Matthew Herrington is majoring in Agricultural Business and Animal Science as a sophomore at Colorado State University.

Eight years ago Matt began his 4-H commitment when his family moved to Livermore. As a 4-H'er, he completed a variety of projects focusing primarily on beef and horse projects. 4-H taught him leadership, communication and how to work well with others and this knowledge has served him in school and in his choice of a major.

Along with giving him practical life skills, 4-H shaped his proposed career path. Matt is very aware of the benefit he's derived from his 4-H experiences and the subsequent knowledge gained.



Matt Herrington

Lacey Hood participated in 4-H for ten years while growing up outside Fowler on a meat goat ranch. During those 4-H years, Lacey expanded her knowledge of animals, the livestock industry and gained experience in life-skills through hard work, determination, dedication and responsibility. If you ask her, she'll tell you she's loved every minute of her 4-H involvement.

4-H also contributed to her choice of a dual major in Animal Science and Anthropology at Colorado State University. She is a freshman now, but when she completes her degree, Lacey hopes to pursue a career in archeology or animal genetics (primarily in the beef industry). She isn't locked into a career path but would like to continue to make 4-H and agriculture an integral part of her life.



Lacey Hood

(Collegiate 4-H Scholars continued on page 6)

Colorado 4-H Foundation Collegiate 4-H Scholars Sponsored by the Colorado Farm Bureau

Kendra McConnell is a Junior at Colorado State University majoring in Business with a concentration on marketing.

As a nine-year 4-H member from Boulder county, Kendra completed horse and junior leadership projects, served as president and secretary of her 4-H club, was a member of the 2000 Colorado State Champion Horse Judging Team and 2001 Colorado State Champion Hippology Team. She traveled with both teams to national contests such as National 4-H Western Roundup, Quarter Horse Congress, AQHA Youth World, Paint World and Arabian Nationals. Her teams placed 1st and 2nd at every national contest.

Kendra credits 4-H with improving her organizational, leadership and communication skills. She hopes to use her business degree in the professional sports world and believes her connection to and experiences in 4-H will be instrumental in this endeavor.



Kendra McConnell

Heather Ray grew up on the family ranch in Walden. Now she is a Senior at Colorado State University majoring in Food Science and Human Nutrition.

4-H became a huge part of her life from the time she was old enough to be a Clover Bud. She credits 4-H with assisting her in developing leadership, guidance and life skills.

After she receives her bachelors degree from Colorado State University in the spring of 2007, Heather will attend graduate school to become a physician's assistant.



Heather Ray

—Shami Loose
Colorado State University
Cooperative Extension
Colorado 4-H Foundation
Administrative Assistant

4-H International Exchange - 2007



4-H/Japanese Exchange Programs

— Japanese exchange students have 100 percent medical coverage and may participate in host family vacations. Teens from hosting families in Colorado can subsequently be eligible to participate in an exchange program to Japan during any of the following summers until they are 21 years old.

Summer Exchange Inbound — Host families are needed for approximately 75 Japanese boys and girls, ages 12 to 21. Japanese teens from the Labo and Utrek organizations arrive in Colorado on July 21 and join host families on July 23 after orientation by 4-H staff. Teens from the Utrek program arrive in Colorado on July 21, joining their host families on July 25 after orientation and a camp in the mountains. Both groups return to Denver on August 18 and depart for Japan on August 19.

Summer Exchange Outbound — The outbound exchange involves a family that acts as a host for a Japanese youth. This enables their son or daughter, ages 12 to 18, to apply to be a delegate to Japan for a four-week or seven-week home-stay experience. Travel expenses, however, must be assumed by the traveler.

4-H/Japanese Exchange Programs

— High School Exchange —

Colorado will also host 10 Labo, Lex and Utrek Japanese high school exchange students, ages 16 to 18. These participants stay with host families and will attend Colorado high schools from July 2007 through mid-June 2008. They are proficient in

English and will attend an additional intensive English language class before arriving in Colorado.

Families who host a high school delegate are eligible to receive a \$1,000 scholarship toward the cost of sending their son or daughter to Japan for one month.

Future Leaders Exchange (FLEX)

— Host families are needed for FLEX students. This program is funded by the U.S. State Department to instill democratic principles in the exchange participants from the New Independent States (NIS) of the former Soviet Union. FLEX participants come from Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Russia, Tajikistan, Turkmenistan, Ukraine and Uzbekistan. Colorado will host ten participants ages 15 to 18 who will stay with host families and attend high school August 2007 through mid-June 2008.

International 4-H Youth Exchange

— **Incoming** — International 4-H Youth Exchange (IFYE) delegates, ages 19 to 30, stay two- to three-weeks with several host families during their three-month stay in Colorado. IFYE's come from many regions of the world: Western Europe, Eastern Europe, Latin America, Australia, Asia and Africa. They share information about their country, culture and the IFYE program with various community groups subsequent to their travel throughout Colorado. IFYE's generally arrive in Colorado mid-June or mid-September.

International 4-H Youth Exchange —

Outgoing — International 4-H Youth Exchange (IFYE) delegates may participate as an ambassador or as a representative.

- Representatives are 19 to 30 years of age. They visit a foreign country for three or six months. The countries are located in Western Europe, Eastern Europe, Latin America, Australia, Asia and Africa. Six-month delegates leave the United States in late June and return in early December. Three-month delegates leave the United

States in late June and return in early September. The delegates live and work with host families and gain a unique perspective about another culture. When delegates return, they travel throughout Colorado sharing their experiences and broadening international awareness.

The Colorado 4-H Foundation offers two full scholarships each year for IFYE representatives

(personal spending money excluded).

- Ambassadors are 15 to 19 years of age. The 2007 Ambassador trips are scheduled for Australia four weeks, Finland six weeks and Mexico four weeks. Delegates leave in late-June (Australia and Finland) or mid-July (Mexico). They travel to the host country as a group and are accompanied by adult group leaders. After arrival, they stay with a host family. The traveler is responsible for all program expenses.

Contact the Colorado State 4-H office for more information:

International 4-H Programs
132 Aylesworth Hall, NW, CSU
Fort Collins, CO 80523-4050
Phone: (970) 491-2711
Fax: (970) 491-5108
Email address:
courtney.loflin@colostate.edu

—Courtney Loflin

Colorado State University

Cooperative Extension

International 4-H Programs Coordinator

e-Learning for 4-H Leaders!

What is e-Learning?

It is four interactive, self-paced, online training modules, complete with quizzes on the following topics:

- About 4-H
- Positive youth development
- Getting started in 4-H
- Leadership and teaching

It is for potential 4-H volunteers; new, current and reenrolling 4-H volunteers and others who want to learn more about 4-H.

Why do we have it online?

It is available anytime, anywhere. It is timely, easy to access and use. It gives you instant feedback and you can return to the site often to review information. The key benefits of e-Learning are:

- It increases our ability to reach more learners.
- There is more consistent, quality instruction.
- It is self-paced and interactive learning.
- It increases knowledge retention.
- It is a cost-effective way to train more volunteers.
- It helps us determine if volunteers are committed.
- It is always ready to use in Colorado counties.

4-H is striving for knowledgeable volunteers, prepared to become involved in 4-H youth development and work with youth. With an increased interest in orientation and training by 4-H leaders, we'll have improved communication.

If you would like to access the e-Learning course, contact your county Extension office and speak to your county Extension agent to obtain a password. Once you have obtained the password, log into the course at <http://www.4h.colostate.edu/volunteers/elearning.shtml>

—Dale Leidheiser
Colorado State University
Cooperative Extension
4-H Youth Specialist

