

District 11 4-H Leadership Lab
June 20-22, 2016
Texas 4-H Conference Center – Lake Brownwood, TX

EVENT INFORMATION

Leadership Lab is a three-day/two-night leadership training for 4-H youth. It is designed to equip participants with programs that can be replicated in the county and to allow the District 11 4-H Council to hold an annual meeting to conduct needed business for the year and to elect officers.

EVENT DETAILS

District 11 4-H Leadership Lab will be held at the Texas 4-H Conference Center in Lake Brownwood, Texas. A copy of the tentative schedule is attached.

THEME

The theme for Leadership Lab 2016 is “Building a Better tomorrow in District 11 4-H!” Lab activities will be coordinated around this theme.

EVENT FEE

The cost for Leadership Lab is \$165.00 for 4-H members, adult leaders, and county Extension agents. **No refunds will be given; however, substitutions are allowed!**

EVENT REGISTRATION

All Leadership Lab participants, chaperones, and agents MUST register on **4-H CONNECT between Monday May 2 and Friday, June 3**. The registration will be open through midnight on June 3. 4-H members may submit an entry at any time during this registration period. Late registration will be allowed from June 4 through midnight June 10 for an additional \$ 25.00.

County Extension Agents must “certify” all entries on 4-H CONNECT within 2 business days following the registration deadline.

AGE REQUIREMENT

Leadership Lab is restricted to youth ages 13 through 17 as of June 1, 2016. Graduated seniors will be allowed to attend.

ADULT CHAPERONES

Chaperone Policy will be STRICTLY enforced. Counties will be required to send chaperones with their youth.

The District 11 Guidelines, adopted 12-16-1997, will be followed for this event. The minimum standards of the policy state:

"If a county has four (4) or more 4-H members attending, the county must send an adult of either gender. When the number of 4-H participants exceeds 8, the adult to member ratio is 1 to 8. Example: If a county sends 12 members, they must send two chaperones. 4-H members opposite the gender of the county adult chaperone must be assigned to an adult chaperone of their gender. Assignments must be by the member's county Extension agent. This assignment must then be sent in writing to the District Office five days (5) prior to the event. This letter must state the event, the member's name(s), and the name of the adult chaperone (or agent) from another county that will accept responsibility for the member(s). The assigned adult should be asked before the letter is written.

If there are three (3) or less participants from a county, without an adult chaperone attending, the members must be assigned to adult chaperones by the member's county Extension agent. 4-H members must be assigned to adult chaperones of their gender. Assignments must be made by the member's county Extension agent. This assignment must then be sent in writing to the District Office five (5) days prior to the event. This letter must state the event, the member's name(s), and the name of the adult chaperone (or agent) from another county that will accept responsibility for the member(s). The assigned adult chaperone should be asked before the letter is written.

TRANSPORTATION

Transportation to and from the camp facilities will not be provided. Counties will arrange transportation for their youth.

T-SHIRTS

When registering, all participants (youth and adults) need to indicate the size of t-shirt preferred. The t-shirts will be distributed at Leadership Lab registration/check-in. All participants should plan to wear the t-shirt on Tuesday of Leadership Lab.

DRESS CODE

Dress for Leadership Lab is casual, but neat. Conventional shoes or sandals must be worn at all times. Items of clothing advertising alcoholic beverages, tobacco products or drugs or have vulgar, offensive messages are not appropriate. Tank tops, halter tops or tops with spaghetti straps are not appropriate for girls at Lab. See-through or muscle shirts are not appropriate for boys at Lab. Hats and caps are not appropriate inside buildings. Two piece swimsuits for females are not allowed. If a youth brings one they will be forced to wear a dark colored t-shirt to cover the mid-riff. Please refer to Alto Frio's complete dress code for full details. Alto Frio's dress code will be followed at all times and will supersede the accepted District 11 4-H Dress code Policy

WHAT TO BRING

All participants (youth and adults) will be housed in dorm facilities. Therefore, each participant must bring a pillow, sheets, towels, washcloths, shower shoes, and any personal items needed. Participants are also encouraged to bring a light blanket, as well as a light jacket or sweater, as the classrooms and dorms may be cool.

Bring clothes and shoes for active sports, swim suits, water shoes, outdoor recreation and nightly dances. Bring tennis shoes, boots or some other closed toe shoes. Due to Center regulations, NO FLIP FLOPS MAY BE WORN DURING DANCES. **A 'Sunday' outfit is needed for the Banquet.**

Please do not bring valuable electronic equipment.

Lab participants may bring snacks. However, they must be kept secure to prevent ants and rodents.

Do not bring items such as water guns, water sling shots, shaving cream (except for personal use), etc. If any 4-H member is caught with these materials, disciplinary action will be taken.

MEDICAL INFORMATION

Each participant (youth AND adults, including CEAs) is required to fill out the following forms

- 4-H Connect Health Form - Waiver and Indemnification Agreement and Medical Treatment Authorization
- Texas 4-H Conference Center Release Forms
 - Waiver and Indemnification Agreement and Medical Treatment Authorization (2 copies needed, one for travel and one for the center to keep)
 - Consent to participate
 - Health Statement

County Extension offices are encouraged to print a set from 4-H Connect or have them filled out for traveling purposes.

Each youth participant must also have completed a "Consequences of Misbehavior" form when enrolling in 4-H for the 2015-2016 4-H year. Counties should have a copy of this form on file; however, it is not required to present a copy at Leadership Lab check-in. This Code of Conduct policy will be followed during Leadership Lab.

Each adult leader attending Leadership Lab must also be a registered volunteer and have completed a criminal background check through the Youth Protection Standards, or an approved screening entity. It is the responsibility of county Extension agents to ensure volunteer have been appropriately screened.

OFFICER ELECTIONS

Officer elections of the District 11 4-H Council will be conducted on Tuesday, June 21, during Leadership Lab. All candidates must complete an Officer Candidate Registration Form (two pages) and submit it to the District Office to be **RECEIVED no later than 5:00 p.m. on Friday, June 3.** The guidelines for campaigning are also included on the registration form (page 2 and 3). This form is attached and may also be downloaded from the District 11 4-H website: <http://d114-h.tamu.edu>.

County Extension Agents should also make sure each officer candidate gets a copy of the District 11 4-H Council Officer Election Procedures. The election process will include scoring of each candidate's speech (20 points), popular vote (35 points), and an interview (45 points).

Based on District Council By-Laws:

- Age of Officer Candidates: All officer candidates must be at least 15 years old as of August 31 of the calendar year in which they are installed as a district officer. The Chair, 1st Vice Chair, and 2nd Vice Chair must have reached their 16th birthday on or before August 31, 2015.
- Term of Office: An officer is not eligible to serve the same office for more than one year. Officers shall be elected to a higher office if elected to an office a second time.

It is suggested that each county have their County 4-H Council nominate one delegate to run for District 11 4-H Council Office. Each county is allowed **only one officer candidate, unless there is a minority.**

District 11 4-H Council Standing Rules state that the officer shall be elected from the members who are currently serving on District Council (as a current officer or a district council delegate). If these candidates are not eligible to run, or do not wish to run, the county may select a representative to run for district office in accordance with the county standing rules. Each officer candidate should be someone who is sincerely interested in and willing to fulfill the officer's duties. The term of office is September 1, 2015 thru August 31, 2017. **The District 11 4-H Council Officer retreat is scheduled for a date to be announced (we will poll the newly elected officers for available dates). ALL NEW OFFICERS ARE REQUIRED TO ATTEND!**

VOTING DELEGATES

Each county may have up to 4 voting delegates. **COUNTY OFFICES SHOULD DESIGNATE ON 4-H CONNECT** the 4 voting delegates representing the county. Remember, no graduated seniors may attend Leadership Lab and therefore, cannot be voting delegates. **The current, 2015-2016 District Council Officers who have graduated are NOT allowed to vote in the officer elections at Leadership Lab.**