

June 19-27, 2019
University of Wisconsin - Madison Campus

Wisconsin 4-H

State Teams

Youth Conference Handbook

<https://fyi.extension.wisc.edu/wi4hedopp/wisconsin-4-h-youth-conference/>



<https://www.facebook.com/groups/1115986421747259/>

IMPORTANT DATES TO REMEMBER

March 1-25	Register for 2019 Conference in 4HOnline before Midnight on March 25
March 15	Deadline for Completing or Updating your 4HOnline Health Form for the April Planning Weekend
March 15	Deadline for Acceptance, Payment, & Adult Expectation Forms to State 4-H Office
March 24	Last Day for Cancellations in Writing No Later than Noon to lynn.pfeiffer@ces.uwex.edu
April 5-7	Spring Planning Weekend at Upham Woods, Wisconsin Dells
May 1	Conference Parking Permit Request Due to UW Transportation Services
May 22	Camper Health Form <u>Due</u> to University Health Services for Youth Conference (www.campdoc.com)
June 19-24	Youth bring completed Early Departure Form to Conference, if applicable.

2019 WISCONSIN 4-H & YOUTH CONFERENCE *TENTATIVE* SCHEDULE

(This schedule may change; please refer to the conference program on site for final schedule.)

Pre-Conference June 19-23: Breakfast - 7:30-8:00 a.m., Lunch - 12-12:30 p.m., Dinner – 5:00-5:30 p.m.

Conference (Begins with Breakfast on Monday, June 24): Breakfast: 7:15-7:45 a.m.; Lunch 11:15 a.m.-11:30 a.m.; Dinner: 5:15-5:45 p.m.

Monday, June 24

11:00 a.m.-1:30 p.m. Arrival and Registration (outside east door of Sallery Hall or in Sallery lobby if windy or rainy)
 11:00 - 2:00 Option to get creative and take your delegation photo somewhere in Madison. *Pick up a sign in Sallery Main Lounge.*
 2:15 Delegate and Adult Advisor Meet & Greet in Courtyard
 2:30 Gather in the green space next to Gordon Southeast Dining Center for Tours and Getting Acquainted Fun.
 2:45 Depart for tours (Be there at 2:30 to find your tour group to leave promptly at 2:45!)
 3:00-4:30 Adult Advisor Meeting (Gordon Dining Center second floor meeting room)
 4:30-5:30 Talent Show Auditions (Check in at Headquarters)
 5:00-6:00 Delegation Photo Option- Photo Booth open in Sallery Hall Main Lounge.
 5:15-5:45 Dinner Serving Time (Gordon Dining Center (Allow 15 minutes to walk to the Madison Masonic Center)
 6:30-8:20 Assembly: Welcome; Wisconsin Leadership Council (WLC); Keynote Speaker (Shannon Theater, Memorial Union)
 8:30-9:50 Recreation; Basketball, Sallery courtyard; Game Room and Open Mic - Rm. 30, Sallery Hall); WLC led activities.
 10:00 Sallery Hall Closes; Floor Meetings
 10:30 Lights Out – In own rooms. Quiet Hours until 7:00 a.m.

Tuesday, June 25

6:00 a.m. Fun Run or Morning Yoga (Meet at Headquarters)
 7:15-7:45 Breakfast Serving Time (Gordon Dining Center)
 7:30 Adult Advisor Daybreak Meeting – Overture Room, Gordon Dining Center 2nd floor
 8:15 Floor Delegation Meetings
 8:40 Gather & depart for service projects (Meet in green space next to Gordon Dining Center)
 9:00-11:00 Service Projects & Seminars
 11:15-11:30 Lunch Serving Time (Gordon Dining Center)
 12:40 p.m. Gather & depart for seminars (Meet in green space next to Gordon Dining Center)
 1:00-3:00 Seminars
 3:30-4:45 Talent Show Auditions (Check-in at Headquarters)
 3:30-4:45 Delegation Photo option- Photo Booth open in Sallery Hall Main Lounge.
 3:30-4:45 Free Time: don't forget to visit the State Art Exhibit (Rm. 23, Sallery Hall)!
 4:45-5:15 Floor Delegation Meetings (to process: take-home focus)
 5:15-5:45 Dinner Serving Time (Gordon Dining Center) (Allow 15 minutes to walk to Madison Masonic Center)
 6:30-8:20 Assembly: Drama Company (Madison Masonic Center)
 8:30-9:50 Recreation (Dance, Sallery Courtyard; Game Room– Rm. 30, Sallery Hall) Visit the State Art Exhibit (Rm. 23, Sallery Hall)!
 10:00 Sallery Hall Closes; Floor Meetings
 10:30 Lights Out – In own rooms. Quiet Hours until 7:00 a.m.

Wednesday, June 26

6:00 a.m. Fun Run or Morning Yoga (Meet at Headquarters)
 7:15-7:45 Breakfast Serving Time (Gordon Dining Center)
 7:30 Adult Advisor Daybreak Meeting – Overture Room, Gordon Dining Center 2nd floor
 8:15 Floor Delegation Meetings
 8:40 Gather & depart for seminars (Meet in green space next to Gordon Dining Center)
 9:00-11:00 Seminars
 11:15-11:30 Lunch Serving Time (Gordon Dining Center)
 12:40 Gather & depart for seminars (Meet in green space next to Gordon Dining Center)
 1:00-3:00 Seminars
 3:30-4:45 Delegation Photo option- Photo Booth open in Sallery Hall Main Lounge.
 3:30-4:45 Free Time- visit the amazing State Art Exhibit, it ends at 4:45! (Rm. 23, Sallery Hall)
 3:45-5:30 Talent Show Rehearsal (Madison Masonic Center)
 4:45-5:15 Floor Delegation Meetings (to process: take-home focus)
 5:15-5:45 Dinner Serving Time (Gordon Dining Center) (Allow 15 minutes to walk to Madison Masonic Center)
 6:30-8:20 Assembly: Spotlight! (Madison Masonic Center)
 8:30-10:20 Recreation (Dance, Sallery courtyard; Game Room– Rm. 30, Sallery Hall)
 10:30 Sallery Hall Closes; Floor Meetings
 11:00 Lights Out – In own rooms. Quiet Hours until 7:00 a.m.

Thursday, June 27

6:00 a.m. Fun Run (Meet at Headquarters)
 7:15-7:45 Breakfast Serving Time (Gordon Dining Center)
 7:30 Adult Advisor Daybreak Meeting – Overture Room, Gordon Dining Center 2nd floor
 9:00 Closing Assembly: Cap Note Speaker, Communications Team, WLC (Shannon Hall, Memorial Union Theater)
 11:30 Departure

An EEO/AA employer, University of Wisconsin Extension provides equal opportunities in employment and programming, including Title IX and the Americans with Disabilities Act (ADA) requirements. If you need an interpreter, materials in alternate formats or other accommodations to access this program, activity or service, please contact the Amber Rehberg at 608-262-1557 as soon as possible preceding the scheduled event so that proper arrangements can be made in a timely fashion.



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A SPECIAL NOTE TO ALL 4-H STATE YOUTH GROUPS...

Congratulations! It is truly an honor to be selected to represent Wisconsin 4-H as a member of one of our State 4-H Arts Teams. You will be playing a key leadership role in helping make Wisconsin 4-H & Youth Conference a quality educational experience for our delegates. Thank you for stepping up to the challenge and being willing to give of yourself for others.

Being a State 4-H Team Member is an important responsibility; other youth will be listening to what you say, watching what you do and noticing the way you act, even when you're not on stage or in front of a group.

We trust that you will take the opportunity you have been given as a team member and use it to be your best you and provide the kind of leadership that helps others be their best!

Once again, CONGRATULATIONS! We're looking forward to working with you this year.



ESSENTIAL ELEMENTS OF YOUTH DEVELOPMENT

- How will you go out of your way to welcome and include others at events where you are representing WI 4-H?
- How can you help to create a safe and inclusive environment for everyone?

Belonging

positive relationship with a caring adult
inclusive environment
safe environment

- What are your personal goals for this year's Conference? How will you achieve them?
- If this is not your first year on your 4-H Arts Team, how will you continue to engage and learn?

Mastery

engagement in learning
opportunity for mastery

- How will you connect what you learn in your through your participation?
- How will you challenge yourself to attempt new things or learn new skills?

Independence

opportunity to see oneself as an active participant in the future
opportunity for self-determination

Generosity

opportunity to value and practice service for others

- How will you help others over the course of Conference?
- How can you use your skills to give back to your community and club after Conference?

WISCONSIN 4-H & YOUTH CONFERENCE

GENERAL INFORMATION

THEME

The theme for the 99th Wisconsin 4-H & Youth Conference is “Prism of Possibilities.” We hope to exemplify teamwork and the power of a united group during this year’s conference.

A prism takes in white light and separates it into a rainbow, turning something one directional into an encompassing sea of color. “Prism of Possibilities” encourages us to bring all of our ideas and experiences together, develop them into real-world goals, and spread them throughout Wisconsin to help better our communities.

Wisconsin 4-H & Youth Conference creates opportunities for delegates to participate in a wide variety of assemblies, seminars, and service projects meant to provide a pre-college experience that will focus on personal development, broadening of interests, and developing new skills. “Prism of Possibilities” encourages us to think about how we can each better ourselves and the people around us through different possibilities and opportunities!

OBJECTIVES

Through your participation in Wisconsin 4-H & Youth Conference, you will:

- Be prepared to contribute to a 4-H club, neighborhood, school, or other aspect of your community.
- Learn about a variety of 4-H and other UW-Extension youth programs.
- Experience hands-on “action-learning” in a campus atmosphere.
- Strengthen communication, leadership and other life skills.
- Gain knowledge to use in programs in your own community.
- Exchange ideas and form friendships with youth from diverse backgrounds.

AUDIENCE

Participation as a delegate of Wisconsin 4-H & Youth Conference is open to 7th-10th grade 4-H’ers and youth involved in other University of Wisconsin-Extension Programs. WLC youth members, members of the Art or Communications Teams, Drama Company or youth seminar instructors can be in grades 9-13.

WHAT’S NEW FOR 2019?

- Adult advisors will be serving as advisors for all youth at the conference, not just for their county. More information is available in the Registration Handbook and Adult Advisor Handbook. This will not change adult advisor responsibilities for State Team Advisors, and we do expect that all Adult Advisors will work together to support ALL youth!
- UW-Madison requires all accompanying adults -County Advisors and Instructors- to complete national background checks every two years. This policy was adapted in 2014. Updated procedures are presently being considered/reviewed. Additional information specific to background checks for 2019 Wisconsin 4-H & Youth Conference (YC) Volunteers will be provided in very early May after online registration is completed by all participants.
- Wednesday afternoon seminars will now consist of two one-hour seminars.

YOUTH HEALTH INFORMATION IS NEEDED!

Health Form information is collected in two steps for two different events:

1. **Before March 15**, complete a 4-H Youth Health Form on wi.4honline.com for the April Spring Planning Weekend and other 4-H events
2. **Before May 22**, complete the University Health Services (UHS) Health Form Online. Youth must electronically submit all health forms, consents and waivers in CampDoc on a computer or mobile device. Check your email (including spam, junk, etc.) for a CampDoc.com invitation to create an account and complete required forms after camp registration processing, during mid-April. Email youthcamps@uhs.wisc.edu with questions about CampDoc and available health services at camp.

During check-in at conference, each youth will meet with a UHS representative to turn in their Health Update Form (see page 22) and medications. Please do not complete this form until just before conference. All prescription or over-the-counter medications including vitamins and supplements must be brought in original containers and be dropped off with UHS. Asthma inhalers, Epi-pens, and insulin may be retained by the youth. See UHS staff for medications when needed in Room 1201 Ogg Hall. Don't forget to collect them before departing for home at the end of the event.

STATE 4-H YOUTH GROUP ORIENTATIONS

Each State 4-H Team has an orientation prior to Wisconsin 4-H & Youth Conference. At this orientation, we will review the general conference information, as well as, State 4-H Teams Expectations of youth participation and post-conference events.

REGISTRATION COST

The registration cost for the 2019 Wisconsin 4-H & Youth Conference includes the educational program, lodging and meals from dinner on date of arrival through breakfast on Thursday June 27, a conference T-shirt, and a State 4-H Youth Group photo. Please note that costs vary and may include fees for other events. You will find State 4-H Youth Group fee amounts in the information from your State 4-H Youth Group Advisor. Your County 4-H Agent has more details on the financial arrangements in your county. Payment in full is due March 15 for all State 4-H Teams to the WI 4-H Youth Development Office.

CANCELLATION POLICY

It is up to you to notify your State 4-H Youth Group staff advisor promptly if you cannot attend scheduled events. A cancellation in writing received by the WI 4-H Youth Development Office by **noon March 25** for Art and Communications Teams; and Drama Company members will be accepted with no monetary loss to the individual or county. Any cancellation received after noon on March 25 will be accepted; however you and/or your county will be responsible for paying the full registration fee included in the county invoice. Exceptions may be made only for documented illness or family emergency.

CHECKING IN UPON ARRIVAL

Both male and female State 4-H Youth Group members check in at the front desk of Sellery Hall, 821 W. Johnson St. You are expected to be prompt for the opening State 4-H Youth Group meeting.

WHERE YOU WILL BE STAYING

All attendees are housed in Sellery Hall, a UW-Madison Southeast Campus Area Student Residence Hall, from scheduled arrival until Thursday morning. All State 4-H Youth Group members will be housed at Sellery Hall for their entire stay at the conference. State 4-H Youth Group members are housed two per room with another member from their State 4-H Youth Group. Occasionally delegates may be housed with a member from a different State 4-H Youth Group in order to fill a room.



Roommates will be assigned by the Housing Office in compliance with state laws regarding ages and genders. Assigned rooms and roommates cannot be changed after registration or while at the Conference. This policy is enforced because University and 4-H officials must know the location of each participant in case of an emergency and because of fire regulations.

No person will be permitted to stay overnight in the dormitory before their assigned arrival date, per a new University Summer Housing policy. If carpooling, for example, individuals can try to make reservations at nearby hotel or stay with a nearby friend or relative but may not stay at Sellery Hall.

NOTE: Guests including State 4-H Youth Group alumni are not allowed inside Sellery Hall (except at the Art Exhibit) or at conference dances; only conference attendees may be on premises.

PARKING

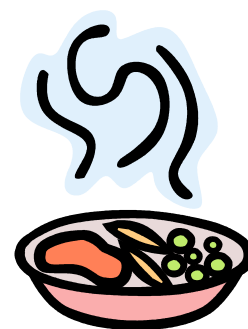


Parking on campus is very limited and expensive; therefore, carpooling is expected. However, if you have no alternative to driving yourself, a permit can be requested by visiting <https://fyi.extension.wisc.edu/wi4hedopp/wi-4-h-yc-state-team-info/>. Note: all requests must be received at UW Transportation Services no later than May 1 so the permits can be obtained and mailed to you. After May 1, you will be responsible for obtaining your own parking permit from UW Transportation Services, 124 WARF Building, 610 Walnut St., Madison WI 53705-2397 (telephone 608/263-6666) or UW Transportation Services, 21 North Park Street, Madison, WI 53762 (telephone 608/262-8683). Permits will NOT be available at the Conference site. Instructions on how to use your permit should be included when you receive the permit from UW-Transportation Services. NOTE: for all lots you cannot use your parking permit at a metered area.

MEALS

All meals will be at Gordon Dining Ctr. campus cafeteria adjacent to Sellery Hall. A wide variety of food is served to meet most dietary needs. Pre-conference meal times are breakfast - 7:30-8:00 a.m., lunch - 12-12:30 p.m., dinner - 5:00-5:30 p.m. Conference meal times (beginning with breakfast on Monday, June 24) are breakfast - 7:15-7:45 a.m.; lunch 11:30 a.m. - noon; and dinner: 5:15 - 5:45 p.m.

Note: if you have obligations immediately after the meal, plan to arrive early to beat the crowd to the front of the line. Absolutely no line jumping will be tolerated! Remember to set a good example for other delegates. In some cases, carry-out boxed meals will be provided.



PARTICIPATION

You are expected to attend all Conference activities including assemblies and assignments planned by your State 4-H Youth Group. Your participation record at Conference will affect your eligibility to participate in future events.

SPENDING MONEY

All meals, through breakfast on Thursday, are included in the registration fee. If you go out to eat or order pizza, the cost will be on your own. Plan ahead. Anticipate your spending needs while in Madison and bring no more money than you need.

CELL PHONES AND ELECTRONICS

In consideration of your roommate and to ensure enough sleep, please do not use your cell phone between the hours of 10:30 p.m. and 7:00 a.m. except in emergencies. Cell phones must be turned off during all assemblies, seminars and other planned group activities.



BEHAVIOR AT ASSEMBLIES

Conference assembly programs are in the Madison Masonic Center approximately eight blocks from Sellery Hall, and at Shannon Hall at the Memorial Union, approximately four blocks for Sellery Hall. When entering the theater, ushers in the lobby assist in seating you. You must sit with your State 4-H Youth Group and Adult Advisors. Please do not loiter but go directly to your seat. Your behavior in the theater must be appropriate to the event and the honor of attending Wisconsin 4-H & Youth Conference.

Flash photography and videotaping are not allowed in the Madison Masonic Center unless you have received authorization. The flashes of light are distracting to the performers. Common theater courtesy dictates that no hats or caps may be worn inside the theater.

PEDESTRIAN CROSSING AND WALKING AROUND DOWNTOWN MADISON



Conference crossing guards assist with street crossing along a pre-established route from Monday afternoon through Thursday morning. It is essential that State 4-H Youth Group members serve as role models and follow the same route established for delegates. To go to Madison Masonic Center (MMC), cross Johnson St., turn right and follow it east to Wisconsin Ave. The Masonic Center is on the northeast (left) corner of the street. Enter MMC through the entrance on Wisconsin Avenue. To go to Memorial Union, cross Johnson Street and turn left and go one block to Park Street. Turn right on Park Street and follow it north to the end (crossing both University and Langdon Streets. Enter the

lobby of the theater on your right at the end of Park Street. These routes have been established as the safest route on busy streets. **Youth must be accompanied by a 4-H Adult Advisor or Staff member whenever away from Sellery Hall.**

GROUP PHOTOS

State Groups have two options for their group photos. A “formal” group photo can be taken by the youth members and/or Adult Advisors in the Photo Booth in the Sellery Hall Main Lounge (Rm. 30). Or the group may opt to take an informal photo anywhere around the campus or downtown area. Check out County and Youth Conference signs at Headquarters for identifying your group, conference, and year. Bring your camera or smart phone and be sure all members and Advisors are present!! Each group is responsible for taking their own group photo and sharing it with all members and with their county 4-H Office staff. Youth are encouraged to use the conference hashtag to share with other conference participants: **#wi4hyc2019**.

FUN RUN

Fun Runs will be offered early on Tuesday, Wednesday, and Thursday mornings of Conference. Be sure to sign up the previous day at Headquarters. (Without enough participants, runs may be cancelled.) Bring appropriate clothing if you wish to join the Fun Run.



TALENT SHOW

Do you have a talent? Whether you play a musical instrument, sing, juggle, dance, recite or read poetry, perform a skit or have a talent we haven't thought of yet, you can pre-apply by May 1 or turn in your application before 3 p.m. June 24 to the Conference Headquarters for this year's talent show. There will be auditions during Conference.

OPEN MIC

If you prefer a more casual atmosphere, during Monday and Wednesday evening free times, Open Mic will be the happenin' place for youth to share their talent. This will be a café-like set up in the Main Lounge with good company. Please bring instruments, poems, props, and any other supplies you need.

EARLY DEPARTURES

If you need to depart prior to the time and date listed on the calendar in the front of this guide, please give a completed and signed Excused Absence/Early Departure Request (from this handbook) to your Adult Advisor at check-in who should bring it to Headquarters on Monday, June 24. For emergency reasons, 4-H Youth Development staff must be informed if you leave the Conference early. If you leave Conference early, bring your key to the Headquarters to check out – **do not take it to the Sellery Hall front desk.**

CHECKING OUT

Adult Advisors will check you out and collect your key Thursday morning. The State 4-H Youth Group Adult Advisors turn in all keys together so none get lost or misplaced. This is necessary to avoid incorrect charges. Do NOT turn your individual key in at the Sellery Hall front desk. You may keep the UW Madison Housing lanyard.



IN CASE OF EMERGENCY AT HOME

In the event of an emergency at home, any Conference participant may be reached by calling Conference Headquarters at (608)-294-8131. The Conference Headquarters is open between 7:00- a.m. – 11:00 p.m. during Conference beginning at noon on Monday.

IN CASE OF EMERGENCY AT THE CONFERENCE

If a Conference participant needs emergency medical treatment while at Conference, he/she will be taken to the University Health Services clinic or Meriter Hospital emergency room. The contact person listed on the individual's Health Form will be notified immediately. Be sure both the contact's day and night telephone numbers are listed on your Health Form.

INSURANCE

Wisconsin 4-H & Youth Conference provides minimal insurance for regular youth delegates and earlier arriving State Group youth members for the dates they are on site. Coverage is primary to State Liability Insurance and the camper's personal insurance for covered medical expenses up to \$10,000 per student, but is intended to target injuries incurred related to camp activities. Visit http://www.bussvc.wisc.edu/risk_mgt/camps_clinics.html for more information.

INVITATION TO PARENTS AND GUESTS

Parents and guests of State 4-H Youth Group members are invited to attend assemblies at the Madison Masonic Center, 301 Wisconsin Avenue, Madison, Wisconsin, (Tuesday & Wednesday evening), and/or Shannon Hall, Memorial Union, 800 Langdon Street, Madison, Wisconsin (Monday & Thursday morning) to enjoy the State 4-H Youth Group presentations.

Parking for the Madison Masonic Center is in the parking lot located behind the Center (evenings only), which is accessible from Johnson Street. Other parking options for the Center are available in many city ramps in various locations. The two nearest parking lots to Memorial Union are under Helen C. White Memorial Library (end of Park Street on the left – metered parking only) or at the Lake or Frances Street public parking ramps about 3-4 blocks from the Memorial Union.

Parents are also invited to attend the Wednesday afternoon reception held by the Art Team and/or visit the State Art Exhibit 3:15-4:45 p.m. or 8:45-10:00 p.m. on Tuesday, June 25 and 3:15-4:45 p.m. on Wednesday, June 26 in Sellery Hall, Room 23. Park at the Lake Street Parking ramp two blocks from Sellery.



DRESS CODE



THE 4-H CONFERENCE DRESS CODE PLEDGE

- I will dress in a manner that is appropriate, tasteful and respectful to me and others based on the occasion/seminar that I am attending.
- I will avoid clothing and accessories that depict violence, sex, drugs, alcohol, tobacco, death, gangs or other offensive or obscene pictures or language.
- I will not wear clothing that reveals my underclothing, midsection, torso, chest, cleavage or upper thighs.
- I represent 4-H and my county. Therefore, I will wear casual, neat clothing that is appropriate for Conference activities and events and the weather.

WHAT TO BRING

- ___ Alarm clock
- ___ Back pack or day pack
- ___ Clothing: tee, polo, or short-sleeved shirts and jeans, slacks, or longer shorts.
- ___ Comfortable walking shoes (We will walk a lot!)
- ___ Money for pizza, soda, etc.
- ___ Music, costumes, props or other items required by your State 4-H Youth Group
- ___ Notebook and pens
- ___ Personal toiletry items (including contact solution, if needed)
- ___ Raincoat/umbrella (We will walk to the Union, Masonic Center, and to seminars – RAIN or SHINE!)
- ___ Refillable water bottle
- ___ Required prescriptions and/or over-the-counter medicine
- ___ Robe/cover-up
- ___ Rubber flip-flops for showers
- ___ Sleepwear (and favorite pillow, if you wish)
- ___ Towels and soap
- ___ Parking permit (if applicable)
- ___ Running shoes/clothes – for the Fun Runs
- ___ Inexpensive camera



WHAT NOT TO BRING

- Bed linens, blankets and pillows (provided at the residence halls)
- Fans (sleeping rooms are air-conditioned)
- Expensive items such as jewelry, cameras, laptop computers, or electronic equipment that might get lost/stolen

WISCONSIN 4-H YOUTH DEVELOPMENT CODE OF CONDUCT

IN PREPARATION FOR CONFERENCE, PLEASE REVIEW THE WISCONSIN 4-H YOUTH DEVELOPMENT CODE OF CONDUCT BELOW THAT YOU AND YOUR PARENT/GUARDIAN READ AND AGREED TO WHEN YOU REGISTERED FOR 4-H THIS YEAR AT 4HONLINE.

As a 4-H participant, I will:

- *adhere to program rules, curfews, dress codes, policies, and rules of the facility being used.*
- *conduct myself in a courteous, respectful manner, use appropriate language, exhibit good sportsmanship, and provide a positive role model.*
- *comply with local, state and federal laws.*
- *abstain from use of alcohol, illicit drugs, and tobacco during 4-H events and activities.*
- *fully participate in scheduled activities and orientations.*
- *respect others' property and privacy rights.*
- *abstain from child abuse (physical, sexual, emotional and neglect), harassment, hazing and bullying.*
- *accept personal responsibility for behavior including any financial damage.*
- *adhere to safety rules.*

Consequences for violating any part of this Code of Conduct may include, but are not limited to:

- *removal from participation in the event at the individual's expense if the Code of Conduct has been violated*
- *suspension of membership.*
- *sanctions on participation in future 4-H events.*
- *forfeiture or repayment of financial support for the event.*
- *removal from leadership positions held.*
- *loss of status as a "member in good standing."*

It is the responsibility of all program participants to reinforce the code of conduct and intervene when necessary to enforce the rules.

UNIVERSITY RESIDENCE HALL RULES

1. Lights-out time is 10:30 p.m. Monday and Tuesday, 11:00 p.m. on Wednesday. All residents must be in their rooms. Conference staff and/or security officers will walk the halls at night to enforce curfew.
2. Keep your room clean! Trash and recycling containers are available in a room near the elevators.
3. Be completely dressed in dormitory hallways at all times.
4. Keep dormitory rooms locked for your personal safety. Carry your keys with you when you leave.
5. Do not use cell phones between 10:30 p.m. and 7:00 a.m. except for emergencies.
6. Close window blinds when dressing and undressing so others cannot see into your room.
7. Do not open dormitory room windows except in an emergency. If a window is opened or things are dropped from windows, all occupants of that room will be sent home at their own expense.
8. Furniture and bedding must remain in their original locations. You will be charged for missing/damaged furniture.
9. Boys and girls are not permitted to visit each other inside dormitory rooms at any time. Visiting is allowed in the first floor lounges during free time.
10. Smoking, illegal drug or alcohol use is not allowed inside any University residence hall.



SEMINAR INFORMATION

SEMINAR PARTICIPANTS

“DELEGATES” ARE YOUTH PARTICIPANTS WHO

- have not elected or been selected to participate in a county Ambassador program and
- are not a current member of the Art or Communications Team, Drama Company, or Wisconsin Leadership Council.

“TEEN LEADERS” ARE YOUTH WHO

- are serving as Ambassadors/Jr. Leaders/Teen Leaders for their county program
- are encouraged to take two of their three seminars that are recommended for teen leaders. These seminars are marked with a star next to their title.

ADULT ADVISORS ARE EXPECTED TO

- chaperone youth at seminars, and they are expected to register for and participate in any of their selected seminars.

“STATE 4-H YOUTH GROUP” MEMBERS ARE YOUTH WHO

- have been accepted into Art or Communications Team, Drama Company, or Wisconsin Leadership Council and agreed to abide by all rules and regulations for their State 4-H Youth Group and for Conference and
- assist with programming in some capacity.

“STATE 4-H YOUTH GROUP” ADULT ADVISORS ARE EXPECTED TO

- participate fully, and
- chaperone their youth at rehearsals, performances, and seminars

SEMINAR NUMBERING SYSTEM

The Seminars Are Numbered According To Time Slot Or Target Audience As Follows:

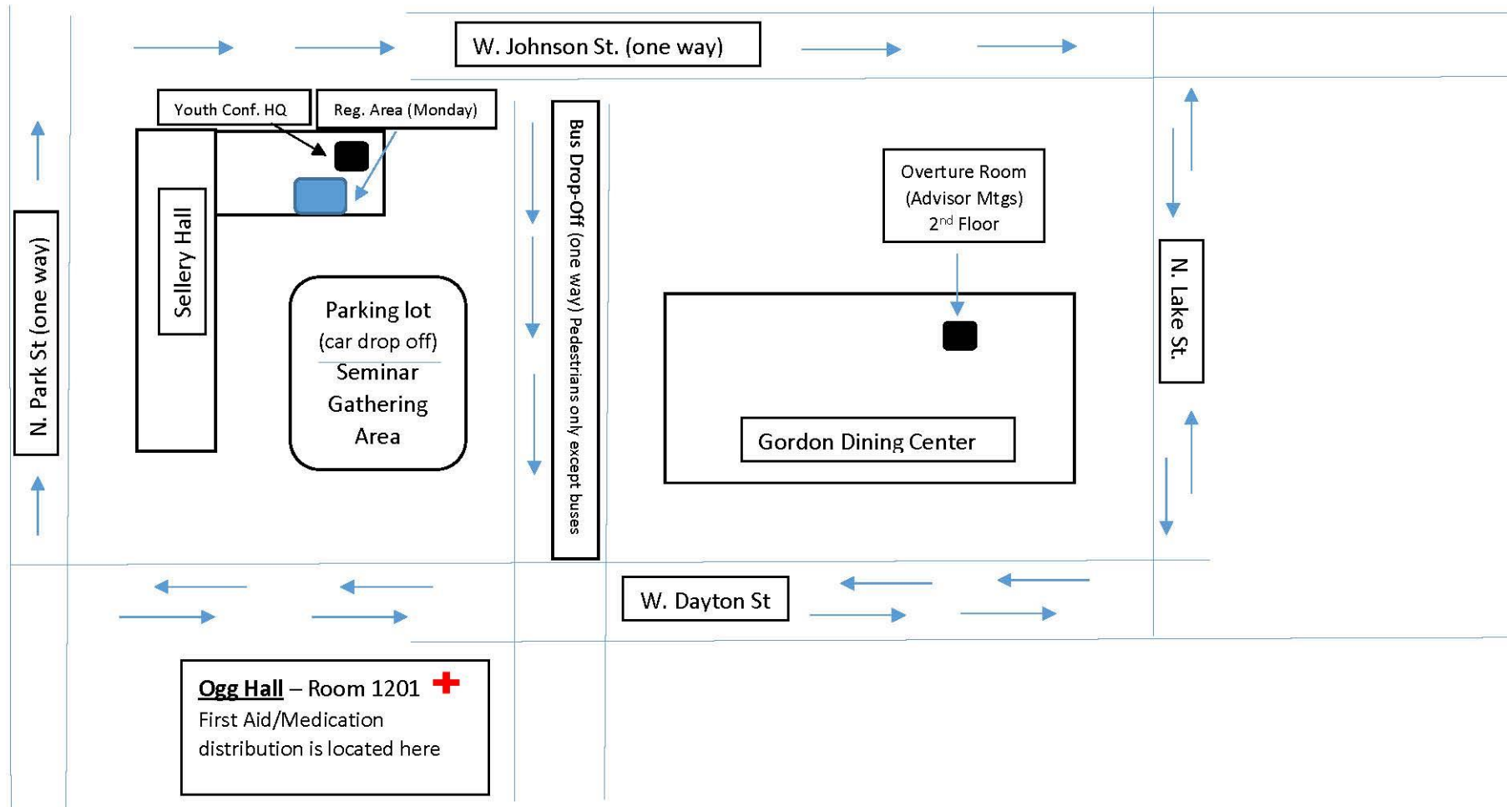
- 100's Service Project Sessions
- 200's Tuesday Afternoon Seminars
- 300's Wednesday Morning Seminars
- 400's Wednesday Afternoon Seminars



Most members of the State 4-H Youth Groups will assist with State 4-H Youth Group-led seminars. Seminar descriptions are available in the registration handbook.

WISCONSIN 4-H & YOUTH CONFERENCE MAPS

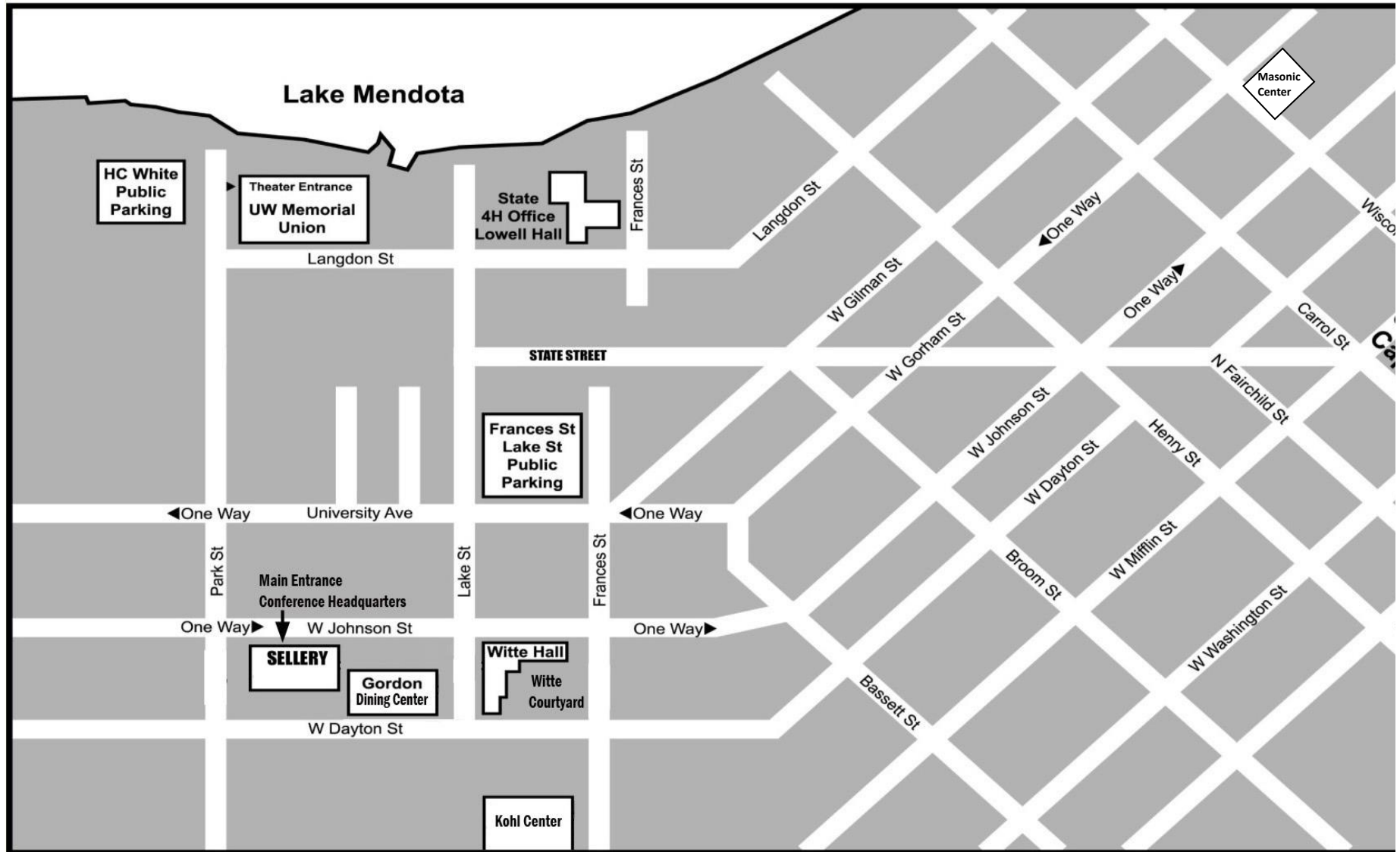
SELLERY HALL, GORDON DINING CENTER, & SOUTHEAST CAMPUS AREA



Sellery Hall is located at the corner of Park and Johnson Streets. Cars/vans enter via Dayton Street. Busses enter on Johnson, one block north of Dayton.

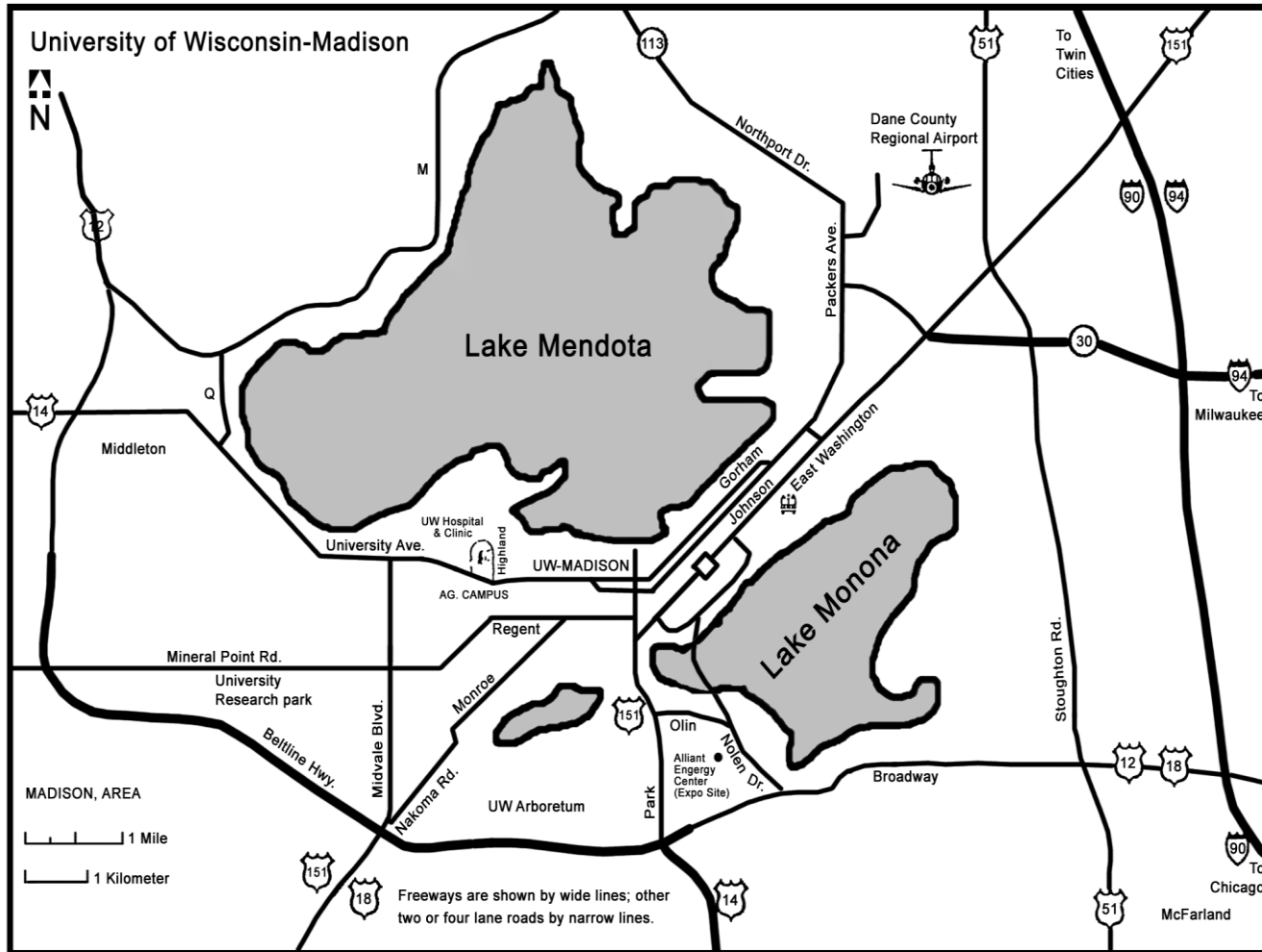
WISCONSIN 4-H & YOUTH CONFERENCE MAPS

AREA STREET GUIDE



WISCONSIN 4-H & YOUTH CONFERENCE MAPS

MADISON AREA



2019 Wisconsin 4-H & Youth Conference Excused Absence/Early Departure Request

Every Wisconsin 4-H & Youth Conference participant is expected to remain on site until 11:00 a.m. Thurs., June 27 unless an Excused Absence/Early Departure Request form is submitted to the State 4-H Youth Development Office or Conference Headquarters. UW Conference Housing staff, 4-H Staff and Adult Advisors must be able to locate all registered participants in case of emergency.

The following person is requesting to leave the conference site prior to the end of Wisconsin 4-H & Youth Conference:
_____ will leave the conference site to go

_____ (print name of participant)
_____ at _____, _____, _____
(destination) (time) (day) (date)

_____ S/he will return to the conference at _____, _____, _____
(time) (day) (date)

_____ S/he will not return to the conference. (Be sure to inform your Adult Advisor!)

This participant should be released from the conference at the Conference Headquarters on the first floor of Sellery Hall, 821 W. Johnson Street, Madison to:

_____ (print name of person meeting participant at Headquarters) _____ (relationship to participant)

_____ (participant signature) _____ (date)

_____ (parent/guardian's signature) _____ (date)

Give to your Group Adult Advisor to turn in at registration.

To be completed at the time of departure from Conference:

Released by: _____ at _____, _____
(Headquarters staff person's signature) (time) (date)

Signature of person picking up the participant: _____



An EEO/AA employer, University of Wisconsin Extension provides equal opportunities in employment and programming, including Title IX, Title VI, and the Americans with Disabilities Act (ADA) requirements. If you need an interpreter, materials in alternate formats or other accommodations to access this program, activity or service, please contact the Amber Rehberg at 608-262-1557 as soon as possible preceding the scheduled event so that proper arrangements can be made in a timely fashion.



Have a talent?

We need you to share with us!

**What: 2019 Youth Conference
Talent Show**

When: Wednesday, June 26

Who: You!!!

How: Apply now!



Juggling

All talents welcome!



Comedy, skits, dance...



Magic

And much, much more!



WISCONSIN 4-H & YOUTH CONFERENCE 2019 TALENT SHOW APPLICATION

Got a great act? We're seeking talent for the Wednesday evening Spotlight! assembly. Ideas might include playing an instrument, dancing, clowning, magic act, short skits, singing or other original clean fun.

You may submit one (1) act of no more than five (5) minutes in length. You may combine efforts with others if you wish. Submit your application on this form by May 1 or turn it in at conference Headquarters before 3:00 p.m. Monday, June 24.

Auditions will be held on-site on Monday, June 24 between 4:15-4:45 p.m. and Tuesday, June 25, between 3:30 p.m. and 4:45 p.m. in Room 29, Sellery Hall. Time constraints will limit the number of acts that may perform Wednesday evening.

Conference staff will provide microphones, a piano or keyboard, and a CD player but participants furnish their own props, other instruments, costumes and music. Please dub any musical number(s) you need onto a blank CD for the show and bring it to Conference. Sorry, the conference cannot provide a piano accompanist.

Performers are responsible for supplying their materials to the stage manager (or appropriate person) and for collecting those materials after their performance. University of Wisconsin and Madison Masonic Center Staff are not responsible for lost/stolen items.

County(s) _____

Name of Act: _____

Length of act (no more than 5 minutes) _____ minutes

Number of performers: _____

Name(s) of Performer(s) _____

☐ yes ☐ no I (we) will need a CD player.

☐ yes ☐ no I (we) will need a piano or keyboard.

Briefly describe the act below.

PRE-REGISTRATION DUE MAY 1 TO:

Wisconsin 4-H Educational Programs, 436 Lowell Hall, 610 Langdon St, Madison WI 53703

or turn in your form at conference Headquarters before 3:00 p.m. Monday, June 24.



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UNIVERSITY HEALTH SERVICES

Health Update Form

*****FOR EVENT/CAMP USE ONLY- TO BE COMPLETED 1-2 WEEKS BEFORE CAMP & PROVIDED AT CHECK-IN *****

1. Are there any changes in your child's health since the medical forms were submitted?
☐ No ☐ Yes
2. Has your child or anyone in your family been sick or exposed to any communicable disease in the past month?
☐ No ☐ Yes
3. Does your child now have any rashes or open sores?
☐ No ☐ Yes
4. Are there any changes in your child's medications?
☐ No ☐ Yes (If yes, please make changes and staff will sign)

Medication	Dose	Frequency	Staff Signature

5. Does your child have any recent injury or activity restrictions?
☐ No ☐ Yes
6. Will the custodial parent(s) or guardian be available at the number listed on the health form during the camping session?
☐ No ☐ Yes
If NO, list the name and phone number of person(s) authorized to make decisions on their behalf if different than the emergency contact listed on the form.
7. May camp health staff administer over-the-counter medications, as needed?
☐ No ☐ Yes

Information

Provided by:

 Parent/Student/Guardian

 UHS Health Staff Signature

 Date:

Parents: please complete, sign, and send this Health Update Form with your son or daughter to Wisconsin 4-H & Youth Conference. Please wait to complete it until 1-2 weeks prior to conference.

Youth Delegate: please give this completed, signed Health Update Form to University Health Services (UHS) staff at Health Check upon arrival at the conference site.

WISCONSIN 4-H & YOUTH CONFERENCE

STATE 4-H Communication Arts GROUP MEMBER REGISTRATION *worksheet*

State Arts Group participants, WLC, and their Adult Advisors must register for Youth Conference in WI 4HOnline.

The purpose of the State 4-H Group experience is for high school age youth to gain skills of leadership, decision making and problem solving through hands-on activities, workshops, large group seminars and youth networking time. Events will be held on the UW Madison Campus and other locations in southern Wisconsin between April 1 - August 16, 2019 including the planning event, Wisconsin 4-H & Youth Conference, and possible appearance at State or county fairs or other events. The ratio of adult to youth participants is 1:10. Adult Advisors are active 4-H volunteers that have completed the WI 4-H Youth Protection process. Participants will spend most of their time under the direct supervision of the Groups' primary Directors and Adult Advisors.

For Wisconsin 4-H & Youth Conference, health staff consists of professional medical personnel from University Health Services (UHS). During the conference, participants will stay in dorm rooms with one or two same gender youth per room. Adult Directors and Advisors are located on each floor. Meals are served cafeteria style. The dorm style restrooms include private showers. Activities may include: contemporary, folk or square dancing, some daily walking (1-2 miles on even and uneven terrain), large group games and activities, including reading aloud, memorizing lines or choreography, public speaking, running, personal contact with other participants, possible lifting up to 50 lbs., operating electrical sound or light equipment, and performing skits, mini dramas, or dances. Arts and crafts activities include painting, drawing and working with other mixed media, and using art equipment such as hot glue guns, craft knives and other tools.

Name _____ County _____

____ Youth ____ Adult Advisor ____ Director/Staff Advisor or Coordinator

State 4-H Youth Group ____ Art Team ____ Communications Team ____ Drama Company
____ Wisconsin Leadership Council ____ Volunteer Coordinator

E-mail address that you check often _____ Telephone (____) _____

Participant's Cell (____) _____ Will you accept minimal text messages related to this event? ____ Yes ____ No

Grade ____ Age during conference ____ T-shirt: sm med lg xl xxl

Preferred roommate (print) _____
(If left blank, a roommate will be assigned by UW Housing; preference not guaranteed. Roommates cannot be changed after registration.)

Arrival at Conference: I plan to arrive at (time) _____ (day) _____ (date) _____

Forms:

Be sure to complete health and other forms as indicated in this handbook and referenced during registration at the 4HOnline website. NOTE: You will need to complete 2 health forms (one in 4HOnline for the April Planning Weekend; and one for University Health Services (UHS) for conference. The one for conference is completed through www.campdoc.com. More information can be found at: <http://www.uhs.wisc.edu/campus-health/youth-programs/>.)

Youth, Adult Advisors and Directors

____ I will carpool with other State 4-H Youth Group members.

____ A parent/guardian will drop me off.

____ I must return home with my county delegation and I will advise the county Adult Advisor.

____ I am not able to carpool but must drive myself. I understand that, *as a State Group member*, I must obtain my own parking permit online at <https://fyi.extension.wisc.edu/wi4hedopp/wi-4-h-yc-staffdelegation-coor-info/> and submit it to **Transportation Services** by May 1.

Adults Advisors Only:

I have completed my county's Youth Protection program and am currently enrolled as an Adult Leader ____ yes ____ no

WLC & State Communication Arts Group Members:
Register for conference in your WI 4HOnline account between March 1-25, 2019