

The Michigan 4-H Foundation  
Leadership Training Center



Tustin, MI 49688  
Phone: (231) 829-3421  
FAX: (231) 829-3633

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**MICHIGAN STATE UNIVERSITY EXTENSION  
MICHIGAN 4-H DAIRY CONFERENCE  
April 13-15, 2012**

**PLACE:**

Kettunen Center, Tustin, Michigan

**TIME:**

Registration: Friday, April 13, 2012, 4:30-6:00 pm

Adjourn: Sunday, April 15, 2012, after Lunch

**WORKSHOP COORDINATOR:**

Joe Domecq

**COST:**

The fee for 4-H volunteers to attend this 3-day workshop is \$85.00. MSU Extension staff, including educators (agents), program associates and assistants, who bring a volunteer leader to the workshop, will also be charged the reduced volunteer rate of \$85.00. The remainder of their expenses will be covered by donations to the Michigan 4-H Foundation and donors to the Dairy Science program. The \$85.00 fee includes \$61.50 towards meals and lodging and a \$23.50 resource fee, which covers the cost to the State 4-H Office for educational materials, resource people and supplies for this workshop.

The fee for all MSU Extension staff, including educators, program associates and assistants who do not bring a leader is \$169.50. Personnel from other agencies will also pay \$169.50. This fee includes \$146.00 toward meals and lodging plus the \$23.50 materials and resource fee listed above. All fees must be prepaid at your local county MSU Extension office. Persons canceling without a replacement after April 6, 2012 will be charged a \$23.50 resource fee. Anyone (including resource people and staff) who does not cancel in writing to [ellerg@msu.edu](mailto:ellerg@msu.edu) 48 hours before the workshop (April 11, 2012), will be billed a \$85.00 no-show fee.

**RESERVATIONS:**

Reservations should be received in the county MSU Extension office by March 30, 2012. Please use workshop #912 when entering registrations on the MSUE 4-H Workshop Registration System. Reservations are made on a first-come, first-serve basis. This deadline will be strictly enforced.

**WHO SHOULD ATTEND:**

The Michigan 4-H Dairy Conference is designed for 13 to 18 year old youth (by January 1, 2012) enrolled in the 4-H Dairy Program. Participation is limited to 75 people. Each county is initially limited to 10 youth and 3 adults. Counties must send one adult chaperone for every five youth delegates of the same gender attending the conference. Adult chaperones need to have completed the volunteer selection process in their county. We are asking that each county group have one adult identified as the head chaperone for the weekend. 4-H'ers who attended last year can attend again, but we encourage you to give priority to first time participants.

**OBJECTIVE:**

The purpose of our program is to provide 4-H'ers with the opportunity to learn about Michigan agriculture, to increase their knowledge of the dairy industry in Michigan, to develop their self esteem, self awareness, and leadership skills, and to help them become more knowledgeable about the many issues affecting agriculture now and in the future.

**CHAPERONE RESPONSIBILITIES:**

Every county is responsible for designation of chaperones for youth coming to state off-campus 4-H events. Chaperones must be adults (aged 21 years old or older) who have gone through the MSU Extension Volunteer Selection Process. Chaperones are responsible for serving as role models for youth and for guiding youth behavior. All adults serving as chaperones during 4-H events should receive information about their chaperone role before the event. This could take place at a face-to-face meeting, over the phone or via mail. This offers an opportunity for chaperones to review the role of and expectations for event chaperones and to raise any questions or concerns they might have. A "4-H Event Chaperone Responsibilities" handout is available at the "Staff Resources for the Youth-Adult Housing Policy" web page:

<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

**YOUTH-ADULT HOUSING POLICY FOR 4-H OVERNIGHT EVENTS:**

To help ensure the safety and well-being of both youth and adults involved with Michigan 4-H, the "Youth-Adult Housing Policy for 4-H Overnight Events" was developed. This mandatory policy, which went into effect on January 1, 2008, applies to any Michigan 4-H–sponsored state-, regional-, multi-county-, county- or club-level overnight event where adults are housed with youth, such as workshops, events, fairs, exchanges, overnight trips, lock-ins and camps. The core of the policy states that youth can be housed with unrelated adult chaperones aged 21 and over (age as of date of event) at overnight 4-H events as long as the youth-adult ratio is at least two youth to one adult and the adults have been through the MSU Extension Volunteer Selection Process. Before any youth attends an overnight 4-H event, each youth's parent or legal guardian must sign and return the 4-H Overnight Housing Parent/Guardian Permission Form (available from the county MSU Extension office). This form is kept on file at the county MSU Extension office and it is not sent to the State 4-H Office. Complete information on the policy is available at:

<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

**REGISTERING YOUTH AGED 18, 19 OR 20:**

In keeping with the new *Michigan 4-H Youth-Adult Policy for 4-H Overnight Events*, any youth aged 18, 19 or 20 at the time of the event who is a registered 4-H member and who attends an event as a participant must not be housed with or share bathrooms with younger, unrelated youth unless he or she has completed a background check including one reference check and a criminal history check. The background check should be completed no more than once a year, unless circumstances warrant more frequent checks. When county staff registers a 4-H member 18, 19 or 20 years old on the MSU Extension 4-H Workshop Registration System, they will be asked if a background check has been completed for youth in this age bracket. The State 4-H Office will accept and process registrations only if a background check is completed. This form is kept in the county, and it is not sent to the State 4-H Office. Complete information on the policy is available at:

<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

**MEDIA RELEASE/MEDICAL TREATMENT AUTHORIZATION:**

When registering for a workshop, youth participants, aged 18 and under, must complete the Medical Treatment Authorization section of the form. This form is then given to the county MSU Extension office which is then sent to the workshop coordinator. Copies of the form can also be brought to the workshop. Youth without a completed form and signed (by a parent or legal guardian) will not be allowed to stay at this overnight workshop.

All workshop participants, teen and adult, are encouraged to complete the Media Release section of the form. This section authorizes MSU Extension to record and photograph workshop participants and to use these photos and/or voice in educational and promotional publications and programs.

**WHAT TO BRING:**

During the conference, casual and neat clothes and comfortable shoes are appropriate. For the activities on Saturday, participants should bring warm clothes and farm shoes to wear as they will be outside visiting farms.

**SPONSORS:**

This workshop is sponsored by the Michigan 4-H Foundation through a grant provided by the sources listed below. Please send your letter of appreciation to:

*The American Dairy Association of Michigan  
c/o Ms. Sharon Toth, Chief Executive Officer  
United Dairy Industry of Michigan  
2163 Jolly Road  
Okemos, MI 48864*

*and*

*The Michigan Milk Producers Association  
c/o Mr. Ken Nobis, President  
P. O. Box 8002  
41310 Bridge Street  
Novi, MI 48376*

Support for the science literacy focus offered during the 2011-2012 4-H workshop season is provided by a grant to the Michigan 4-H Foundation from the **Rollin M. Gerstacker Foundation.**

*Rollin M. Gerstacker Foundation  
Attn: Mr. E. N. Brandt, Vice President  
P. O. Box 1945  
Midland, MI 48641-1945*

All participants are strongly encouraged to send a letter of appreciation to the above donors. Without their help, this workshop would not have been possible.

**SMOKING REGULATIONS:**

All persons are expected to follow Kettunen Center's smoking regulations. The use of tobacco is prohibited in all indoor space. Smoking areas are provided outside of the buildings. Youth participants are not allowed to use tobacco in any form.

**CONDUCT POLICY:**

Positive behavior is a key expectation for youth and adults participating in 4-H activities – behavior that reflects trustworthiness, respect, responsibility, fairness, caring and citizenship. Participants are expected to follow all workshop and event guidelines. Theft, vandalism, the use of illegal drugs and alcohol, inappropriate or threatening behavior that violates the rights of others, and other such

offenses are strictly prohibited, and anyone involved with these offenses will immediately be sent home at his or her own expense. If it is determined by 4-H staff or persons in charge of the activity that the offense warrants it, the offender will be turned over to the proper authorities. Participants are expected to take responsibility for their own actions and encouraged to inform their chaperone or the workshop coordinator if another person is mistreating them.

**ACCOMMODATIONS FOR PERSONS WITH DISABILITIES:**

Accommodations may be requested by calling Joe Domecq (517) 353-7855 three weeks before the workshop to ensure sufficient time to make arrangements. Requests received after this time will be met when possible.

**2012 4-H DAIRY CONFERENCE  
APRIL 13-15, 2012  
Kettunen Center, Tustin, MI  
Tentative Agenda**

**FRIDAY, APRIL 13, 2012**

4:30 - 6:00 p.m.	Workshop Registration
6:00 – 7:00 p.m.	Dinner
6:45 - 7:00 p.m.	Chaperone Meeting
7:00 – 7:30 p.m.	Mixer
7:30 – 9:00 p.m.	Dairy Cattle Judging Workshop
9:00 - 9:30 p.m.	Ice Cream Social
9:30 - 10:45 p.m.	Free Time
11:00 p.m.	Lights Out - Quiet Time

**SATURDAY, APRIL 14, 2012**

7:00 - 8:00 a.m.	Breakfast
8:00 - 12:00 p.m.	Dairy Health Workshops
12:00 p.m.	Lunch
1:00 – 4:00 p.m.	Tour of Local Dairy Farms
4:30 – 6:00 p.m.	Free Time
6:00 – 7:00 p.m.	Dinner
7:30 – 9:30 p.m.	Skillathon/Dairy Management Stations
9:30 – 10:30 p.m.	Ice Cream Social
11:00 p.m.	Lights Out

**SUNDAY, APRIL 15, 2012**

7:30 – 8:30 a.m.	Breakfast
8:45 – 11:00 a.m.	Quiz Bowl
11:00 – 11:30 a.m.	Wrap Up and Evaluation

11:30 a.m.

Lunch and Departure

***Have a safe trip home!***