

Thank you for volunteering to be a chaperone at the 2015 South Section 4-H Teen Involvement Conference: Finding the Power Within. Your commitment as a chaperone is vital to the success of this conference. This handbook is your resource to help with some of the questions you may have as a chaperone.

General Information

The California South Section 4-H Teen Involvement Conference (TIC) is completely run by youth of the South Section 4-H Teen Council under the guidance of an adult advisor. The President of the South Section 4-H Teen Council is the Youth Conference Director, and the Adult Advisor is the Adult Conference Director. If you have any questions/concerns/comments, please contact one of the directors.

2015 Youth Conference Director, Amanda Penicks, pksbackyardfarms@aol.com

2015 Adult Conference Director, John Trammell, techdude4h@gmail.com

909-844-1747

Chaperone Requirements

TIC follows the California 4-H age requirement for adult chaperones. The minimum age for chaperones is 21. Please check with your county on their age requirements. Some county programs may have a higher minimum age for their chaperones.

The conference follows the state chaperone ratio of one adult to eight youth. Each county is responsible for providing chaperones for their delegation. We need help from every county that attends to ensure we have enough chaperones (especially male chaperones).

Conference Facilities

TIC is held at the Pathfinder Ranch Retreat & Conference Center located in Mountain Center, California, in the San Jacinto Mountains of the San Bernardino National Forest in Riverside County. The conference youth delegates and chaperones will be housed in designated cabins with bunk beds, indoor showers/restrooms, and a lounge area. Everyone will need to bring their own sleeping bag, pillow, and bath towel.

Warm clothing and a sweatshirt/jacket is highly recommended. Conference facilities are at an elevation of 4,500 feet in the mountains, and temperatures in January range from the high 60's during the day to the low 30's at night. There is

a very rare chance of snow fall during the conference. We did get snow during the conference in 2001.

Facilities Physical Address for Driving Directions:

Pathfinder Ranch
35510 Pathfinder Rd., #104
Mountain Center, CA ([View on Map](#))

Check-in procedures

Check-in will be from 5:00-7:30 PM on Friday, January 16, 2015. Check-in location at Pathfinder Ranch is TBA. Youth delegates and chaperones will receive their nametag, education session information, and their assigned cabin. Cars being parked at the grounds for the entire conference must be backed into the parking spots. This is mandated in case we experience an emergency situation. Once checked-in at the conference, no adult or youth may leave the conference facilities until check-out unless approved by the Adult Conference Director. Dinner is not provided the first night of the conference. Please ensure that your county delegates have eaten dinner before arriving at the conference. Opening Assembly will begin at 7:45 PM at the Stack Conference Center. If your delegation will be arriving later than the check-in time, please notify the conference directors ahead of time so we may plan accordingly.

Check-out procedures

Check-out will begin at 1:00 PM on Sunday, January 18, 2015, at the same location check-in occurred. No youth delegate may leave the conference until signed out by the person taking them home. If a county delegation needs to leave early from the conference, please contact the conference directors to make arrangements. Arrangements must be made before the conference begins.

Chaperone Responsibilities

- Fulfilling these roles must come before any personal preferences or needs are attended to (except for medical needs).
- Ensure a safe and healthy environment of all youth delegates.
- Serve as the “adult voice” and provide guidance to all youth delegates at all times.
- Have equal distribution of chaperones in the bunk bed areas of the cabins to ensure youth delegates are not disrespecting each other’s property, sneaking out at night, and to prevent bullying.
- Attend the chaperone orientation during the Friday night Ice Breaker activities.
- Enforce the conference code of conduct and dress code at all times to all youth delegates (not just your county).
- Ensure the delegates keep their cabin clean. No food or drinks (with exception to water) allowed in the cabins.
- Attend all conference activities and educational sessions.
- Support the efforts of session presenters to maintain discipline during sessions.
- Report any major or continuing incidences to the Adult Conference Director, e.g. bullying, disrespecting adults/conference staff/guests, etc.
- Report any medical issues to the conference nurse. If medical issue happens after lights out, knock on door/window of the nurse’s station at the conference headquarters/cabin.
- Provide additional assistance when needed by the conference staff.
- Maintain a perimeter at different conference activities and the dance, to ensure delegates stay where they belong. No delegates are to be in their cabin alone at any time. Delegates must go with a chaperone or in a group of three (with permission from a chaperone or conference staff) to go to their cabin.
- Make sure the delegates have their name tags on at all time.
- Enforce quiet time/lights out.

Encountering a problem

When you see an issue, please talk to the youth delegate to resolve the situation. If you do not know how to handle the situation, feel free to ask another chaperone for input or talk to the adult conference director. If the situation is repeated or if it is a serious issue, bring it to attention to the adult conference director immediately. The adult conference director and the reporting chaperone will question all youth involved. Afterwards, the appropriate consequence will be applied for the situation.

Consequences

Penalties for misbehavior or infractions of the conference code of conduct and dress code may include the following:

- Loss of participation in conference activities.
- Notification of parents and appropriate staff members (e.g. county staff)
- Sending the delegate home (no matter what time of day or night)
- Ban the delegate from future conferences and other 4-H events
- Assessing the participant the cost of repairs due to damage or destruction of property that occurred during the infraction.
- Releasing the participant to the nearest law enforcement agency and/or the proper authorities.
- Termination of 4-H membership.

Conference Facilities Map

