



## MEMORANDUM

**TO:** District 12 County Extension Agents

**SUBJECT:** 2025 District 12 4-H *ELEVATE* (Leadership Lab)

District 12 4-H Leadership Lab is named “*ELEVATE*” this year and will be held June 11-13, 2025, at Texas A&M University in Kingsville. *ELEVATE* is open to all 4-H'ers who participate in 4-H clubs, EFNEP, curriculum enrichment and other 4-H activities. They must be enrolled on 4-H Online to register. Participants will check-in at 10:00 a.m. on Wednesday, June 11<sup>th</sup> and should plan to check-out on Friday, June 13<sup>th</sup> at 11 am.

**Registration Fees & Deadline:** The total cost for *ELEVATE* (Leadership Lab) participants is **\$180.00** per person (this is for lodging, meals, and program costs). **ALL** participants attending District 12 4-H Leadership Lab must register through 4-H Online, including youth, Council Officers, adult chaperones and Agents. Registration instructions are included in this letter. All registrations must be approved by the county and district office. **Individual online registration will open May 1<sup>st</sup>, 2025, through the deadline of May 23<sup>rd</sup>, 2025.** There is a **No Refund** policy regarding this event due to the costs incurred in advance of the event. All attendees should select the appropriate registration type listed below:

- 4-H Member Attendee
- 4-H Council Officer
- 4-H Adult Chaperone (Volunteer/Agent)

**Age Eligibility:** All youth must be currently in or have completed the 7<sup>th</sup> grade by May 31<sup>st</sup>, 2025 to attend Leadership Lab.

**Required Forms for All Attendees:** Youth, adult leaders, parents, and Agents that register to attend *ELEVATE* (Leadership Lab) must download, complete, sign and **upload** the following forms as part of their 4-H Online registration. **These forms are all required to attend.**

- Texas 4-H Waiver & Indemnification Form
- Health and Safety Statement

These forms are available to download on District 12 4-H Leadership Lab website as well as during the 4-H Online registration process and must be **uploaded** as part of 4-H Online registration. **Please do not email any copies to the District office.** Agents should print and keep a copy on file. Copies should also be carried while traveling to and from the event. Please advise parents who have youth traveling with volunteers or Agents to print copies and send with their children for travel purposes.

The following consent forms must be completed and acknowledged on 4-H Online during the registration process: Youth Consequences of Misbehavior, Youth/Adult Code of Conduct and Media/Photo Release.

**CEA's and Chaperones:** Specific Agent responsibilities will be forwarded once assignments have been made. Please note that only enrolled and screened volunteers who are qualified to serve as chaperones may attend.

Each county will need to have one male and one female chaperone for every eight (8) youth of the same gender and must stay overnight. Prior to certifying registrations, the adequate number of chaperones per county needs to be coordinated within the county. All adult volunteers, leaders, parents, and Agents registered will be serving as chaperones throughout the duration of Leadership Lab and are expected to stay at the camp facilities as they will be actively involved in various components of this event. This is critical for the success of the program.

Please encourage parents and leaders to attend. Agents and adult chaperones are required to register through 4-H Online which **opens May 1, 2025 through the deadline of May 23, 2025** and pay the required rate of **\$180**. Agents and adult leaders are asked to please register in a timely manner.

**Items to Bring** - Youth and Adults attending Lab should bring the following items:

- Signed youth/adult forms (*all forms completed and signed*)
- Linens (towels, sheets, pillows, sleeping bags, etc.)
- Comfortable shoes (closed shoes) and comfortable clothes
- Toiletries (soap, shampoo, toothpaste, deodorant, sunblock, etc.)
- Alarm clock (optional)
- Appropriate clothes for a dance
- Snacks for your dorm room
- 4-H members are encouraged to wear any 4-H t-shirts on **Wednesday** (arrival day). Lab shirts are included with every registration. Please select the correct (Adult or Youth) size when registering online. There will be no extra shirts available on-site to "swap" if you select the incorrect size.

Please share this information with your 4-H members, parents, leaders, volunteers, and coaches. It is also posted on the District 12 4-H website.

Sincerely,



Grace Marshall  
District 12 4-H Specialist  
Texas 4-H



Ruben J. Saldana, Ed. D.  
District Extension Administrator  
District 12