



# Training Module

## Meeting Closure

End your Club Meeting  
by saying the  
4-H motto together



## Points to remember as closing meeting

- Remind when next meeting is
- Ask parents to sign members out
- Give parents Exit Cards – especially those unable to attend
- Ask parents to be sure they enroll youth
- Quickly jot down any notes or questions to discuss with 4-H Faculty



# Exit Cards for parents

**UF** IFAS Extension  
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1. Tell me one thing you learned about \_\_\_\_ today.
2. What \_\_\_\_ skill would you like to practice next week?
3. What do we need to get so you can teach me how to do/make \_\_\_\_?



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Follow Up With  
County 4-H Faculty

**UF IFAS Extension**  **4-H Youth Development Program**  
**VOLUNTEER**

**Extension Activity Report – Submitted Monthly**

DATE: \_\_\_\_\_ Group or Activity: \_\_\_\_\_

Meeting/ Educational Program / Event description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Brochures distributed (what & #) \_\_\_\_\_  
 \_\_\_\_\_

**Number of contacts**

	Male	Female	Unknown	Overall		Hispanic
Youth						
Adult						
<b>Total</b>						

	Multi	Pacific Islander	American Indian	Asian	Black	White	Lat	Overall
Youth								
Adult								
<b>Total</b>								

Impact and Successes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Promotion, Marketing and Media: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Questions for 4-H Faculty: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Volunteers/Guests Involved (names): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggestions, Comments, Materials Needed: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Evaluation Method: \_\_\_\_\_

Test score: Pre Post or Observation Date	# evaluated	# changed
Knowledge change		
Behavior Change		
Change in broader social, economic, environmental condition		
Follow-up (attach results): Timeframe _____		

Time spent \_\_\_\_\_ Miles Traveled \_\_\_\_\_  
 -- Continue on back if needed --

The Foundation for The Green Nation  
An Equal Opportunity Institution

8/2021



## Resources for section:

4-H Motto Banner

4-H Exit Cards

Monthly Activity Reports

Follow-up with 4-H Faculty

## Team Members Include:

Dr. Andy Toelle, RSA Lead

Jessica Sprain, Co-Chair

Dr. Paula Davis, Co-Chair

Grace Carter

Karen Henry

Niki Crawson

Dallas Meringolo

Laura Valencia

Melinda Souers

Heather Janney

