



# The Colonial Master Gardener

February  
2020

PUBLICATION OF JCC/W MASTER GARDENER ASSOCIATION &  
VIRGINIA COOPERATIVE EXTENSION

## THE PRESIDENT'S MESSAGE

BY PATSY MCGRADY

February used to be my least favorite month. Think February and you think cold and bleak, waiting for March and the promise of spring. But after I moved south to Williamsburg and the weather seemed to be moving toward warmer over time, February is no longer so bleak.

Daffodils are wonderful harbingers of spring and Williamsburg is a wonderful location for daffodils. There were a few daffodils at the Williamsburg Botanical Garden already blooming mid-January. Last year my first daffodil was open on February 21 and, with a succession of daffodil varieties, I had blooms for about six weeks. I greatly appreciate my daffodils because I certainly cannot grow tulips thanks to the voles and deer. Daffodils

are dependable, coming back year after year, as long as they are planted in an area that drains well. Added to their dependability, the bulbs multiply. When you notice a dense clump with maybe a decrease in the number of blooms, dig it up, separate the bulbs, and replant for even more daffodils the next year. When I need to do this, I do it after the spring bloom when the leaves start to decline. I immediately replant the bulbs and do not wait until the traditional fall planting time. With this approach, I do not risk the bulbs going bad while stored and I know where the existing bulbs are planted so I can better determine where to plant my "just lifted" bulbs. While this may not be the textbook approach, it has worked well for me. Also, if you buy small pots of blooming miniature daffodils, don't forget to separate the bulbs and plant them after they have finished their bloom.

February is also good month to think about your goals for your garden this year and your Master Gardener goals. Our plant sale will be in early May and is a great opportunity to add plants to your garden. Remember MG training classes are Tuesdays and Thursdays from 9:00am to noon, generally at the James City County recreation center (see the schedule on our website). Master Gardeners are welcomed and encouraged to drop in on classes. It's a great way to refresh your knowledge and also get continuing education hours. Our MG pruners are busy in January and February, but most of our other projects have not yet started. Are there ways to freshen up the projects that you usually work so 2020 does not seem like a repeat of 2019? Also consider adding to your MG experience by trying a new project and perhaps getting to know another group of MGs better while also focusing on another gardening area.

Let's make this February a month for getting our first glimpse of spring and for increasing our gardening knowledge and experience.

Next Meeting:

Thursday, February 6

Program:  
Camellias

Speaker:  
Bob Black



2020  
MGA Board

*President:*  
Patsy McGrady

*President Elect:*  
Marty Oakes

*VP Administration:*  
Dee Arbegast

*VP Projects:*  
Rick Brown

*VP Internal Ed:*  
Hazel Braxton

*Secretary:*  
Beth Deer

*Treasurer:*  
Kathy Skube

*VMGA Rep:*  
Marilyn Riddle

*Past President:*  
Cathy Hill

*VCE ANR Program  
Assistant:*  
VACANT

## REMINDERS

BY DEE ARBEGAST, VP FOR ADMINISTRATION

You should have had all your forms and dues turned in by January 31. (The re-enrollment and standards of behavior forms appear again at the end of this newsletter.)

Hopefully everyone has their hours entered so we can start the award process for pins and certificates. If you have not received a pin previously for hours you have worked, please email me: [deearbegast@gmail.com](mailto:deearbegast@gmail.com)

As always, let me know of any changes on the roster, hours entered, or trouble with VMS.

I'll post a new roster after February 1 so we can capture everyone's hours.



## THIS MONTH'S SPEAKER

BY HAZEL BRAXTON, VP FOR INTERNAL EDUCATION

Newsletter Editor:  
Hope Yelich  
[hopeyelich@gmail.com](mailto:hopeyelich@gmail.com)

Horticulturist Robert Black received his BS degree from Ohio State University in 1988 and shortly after graduation began working at Bennett's Creek Nursery, where he is currently vice president of horticulture.

Bob is a past president of the Hampton Roads Nursery and Landscape Association, past president of the International Plant Propagators' Society-Southern Region, and a twenty-five-year member of the Virginia Nursery & Landscape Association.

A member of the board of directors of the American Camellia Society, he also serves on its horticulture and varietal registration committees. Within Virginia, he is the Virginia director of the Atlantic Coast Camellia Society as well as the past president of the Virginia Camellia Society and the current chair of its propagation committee.

Among the awards Bob has received over the course of his career include the Hampton Roads Nursery and Landscape Association horticulturalist of the year award 2001; the International Plant Propagators' Society (IPPS) Southern Region fellows award 2015; and the IPPS Southern Region Sydney B. Meadows award 2019.

The MGA board meets on the third Thursday of each month at 9:30am at the Williamsburg Regional Library, Room B, on Scotland Street, Williamsburg.

The board meetings are open to all Extension Master Gardeners, and all are encouraged to attend.

## UPCOMING SEMINARS AND EDUCATIONAL OPPORTUNITIES

BY HAZEL BRAXTON, VP FOR INTERNAL EDUCATION

**February 11** (King of Glory Lutheran Church, 4897 Longhill Road, Williamsburg 23188). **A Taste of India.** 1:00pm refreshments, 1:30-3:00pm program. The Colonial Triangle of Virginia Unit, Herb Society of America, will host a meeting open to the public featuring Sarita Goliker, MD, who will speak on the use of cilantro, mint, basil, and exotic spices. Dr. Goliker is a local family physician certified in culinary medicine—an emerging field of medicine that seeks to prevent and manage chronic disease and promote healthy lifestyles through cooking. Free.



**February 12-14** (Lewis Ginter Botanical Garden, 1800 Lakeside Avenue, Richmond 23228). **Winter Symposium and 51st CVNLA Short Course / Pesticide Recertification Day: Uncertain Times, Reliable Gardens.** Join seasoned gardeners and green industry professionals to explore how concepts of beauty and order are changing based on deep research into how plants behave and how they are reacting to climate change. Net proceeds from the three-day event help build CVNLA's scholarship fund for students pursuing horticultural careers.  
\$80 per day: February 12, 13, or 14  
\$145: Two-day combo ticket February 12 + 13  
\$215: 3-day ticket February 12, 13, 14  
Fee includes continental breakfast, lunch, and all sessions.

**February 15** (Williamsburg Regional Library, 515 Scotland Street, Williamsburg 23185). **First Ladies and their Cattleyas from 1929 to Present, with Art Chadwick.** 11:00am—12:30pm. Arthur E. Chadwick, known worldwide as an author and expert on cultivating orchids, brings us the stories of the Cattleyas (orchids) and the American First Ladies for whom they are named. Art will also share tips for growing your own orchids, and will bring along a selection of plants for sale. A special membership and fundraising event to benefit the Williamsburg Botanical Garden. Cost \$10.00.



**February 22** (Phi Beta Kappa Hall, College of William and Mary 23185). 10:00am. **W&M Herbarium Tour.** Join Beth Chambers, Curator of the herbarium at the College of William and Mary, for a tour through the herbarium and the new greenhouse at the Integrated Science Center.. Meet in front of Phi Beta Kappa Hall, 601 Jamestown Road. Contact Beth at (757) 221-2213 to register and for more information. Sponsored by the John Clayton Chapter, Virginia Native Plant Society.

*The events page is continued on the next page, page 4*



## UPCOMING SEMINARS AND EDUCATIONAL OPPORTUNITIES - CONTINUED

BY HAZEL BRAXTON, VP FOR INTERNAL EDUCATION

**February 29-March 8** (Pennsylvania Convention Center, 12th & Arch Streets, Philadelphia 19107). [Philadelphia Flower Show](#). The PHS Philadelphia Flower Show is the nation's largest and longest-running horticultural event and features stunning displays by the world's premier floral and landscape designers. [Buy tickets here](#).



**March 7** (Tabb High School, 4431 Big Bethel Road, Yorktown 23693). 7:30am—2:45pm. **2020** [Horticultural Extravaganza](#). Joseph Tychonievich, author and plant breeder, will be the keynote speaker. The cost for Early Bird registration (with lunch included) is \$20 before February 1 and \$25 after with a deadline of February 21. Sign up early to get the classes of your choice!

**March 21** (Freeman Center, Christopher Newport University, 1 University Place, Newport News 23606). 8:45am—5:00pm. [Gardening Symposium: Gorgeous Gardens: Good Enough to Eat](#). An annual event. Workshops, plant and book sales, various vendors. Early registration through February 29: \$30.00; regular registration March 1-March 13 \$35.00; \$5.00 late fee after March 13. [Register here](#).



---

## PLANT SALE 2020

BY HOPE YELICH, PLANT SALE COMMITTEE MEMBER

The plant sale committee (Liz Favre, Janet Smith, Marty Oakes, and Hope Yelich) are busy making arrangements for the association's biggest plant sale ever. The sale will take place Saturday, May 2, 8:00am – noon, rain or shine. Setup will be on Friday. Once again we'll be at the Historic Triangle Services Center, 312 Waller Mill Road, Williamsburg.

Our goal is to have 5,000 plants on hand to sell as well as a nice selection of garden-oriented junk, um, Trash & Treasures. As most of you know, the association's financial situation is dire, and a successful sale will go a long way to making more money available for projects. In order to reach that goal, we need lots of help! How can I help, you ask?

- Volunteer for one of the plant-sale committees. We're currently identifying committee leads, and they will need your assistance.
- Start seeds now so they will be big and healthy by May 2. You could also purchase small plants in six packs, repot and put them in a sunny window, and watch them grow.
- If you plan to renovate your own garden this winter/spring, offer to host a "digging party." Fellow gardeners will come by, dig up your unwanted plants, and pot and label them. If you have a place to store the plants until May 1 we would appreciate it, but if not we will gladly take and store them.
- Look in your garage, attic, or wherever for garden-related items for the Trash & Treasures sale. Garden or outdoor related can be loosely defined. For instance, a teacup with roses on it would qualify, also a patio table or a sign with a relevant quote. An antique refrigerator would not.

The committee will have a short progress report at the monthly meeting February 6. With your help we look forward to a very busy few months and a very successful sale.

## HELP DESK KICKS OFF NEW YEAR

BY BOB HOWELL, HELP DESK CO-CHAIR

With the 2020 growing season kicking off I'm sure you are thinking about how best to use your Master Gardener talents to educate, train, and communicate with and to the Williamsburg/James City County residents.

May I suggest you get more involved with the help desk this year? We have a very large group of interns currently going through training. These interns will be required to staff the help desk three times this year. This year the help desk will be open four days a week (Monday, Tuesday, Wednesday, and Thursday) from April 1 through the end of September.

In order to staff the desk for approximately ninety-six days I need a lot more Master Gardeners to volunteer to keep it operational. If you are interested but somewhat cautious, I am willing to make the help desk available in mid March for refresher training from other Master Gardeners.

If you can help, please contact me at: [rhowell0727@gmail.com](mailto:rhowell0727@gmail.com) or call me (757) 566-3278. I look forward to working with you.



## SPEAKERS BUREAU POWERPOINT WORKSHOP

BY ELIZABETH MCCOY, SPEAKERS BUREAU CO-CHAIR

All interested Master Gardeners are invited to participate in PowerPoint training on Monday, February 17, 2020, from 1:00-4:00pm at the Freedom Park interpretive center. Judith Alberts and Elizabeth McCoy will team teach this free class for current or prospective speakers who will represent our MGA unit in the community.

This class will start at a beginner's level and progress to some of the more advanced PowerPoint functions. We will also demonstrate how to include proper VCE branding on presentations; discuss how to construct effective presentations; copyright and indicia rules; how to source photos, and other topics of interest to participants. Experienced users who are willing to work with a beginner are encouraged to attend, with confidence that there will be new and useful information covered in the class.

Participants need to bring their own laptop computer with PowerPoint software already loaded, and one or two thumb drives. Please also come with an idea for a presentation, a brief outline of your content, and any photos you already have loaded on your computer or laptop.

Please RSVP to [mgspeakersjccw@gmail.com](mailto:mgspeakersjccw@gmail.com) by February 15 if you plan to attend.

## VIRGINIA MASTER GARDENER ASSOCIATION REPORT—DECEMBER

BY MARILYN RIDDLE, VMGA UNIT REPRESENTATIVE

Christy Brennan, state fair chair, noted that eleven units participated in that event.

Kathleen Reed, the new state Master Gardener coordinator, reported that there were over eighty participants at the state leadership training session in Richmond.

Master Gardener College will return to the Blacksburg campus on June 24-28. The International version will be held on September 13-17, 2021, in Norfolk. Registration will open in October 2020.

The state office is working on resource development to support MGs. Kathleen will hold eight visioning sessions around the state to allow her to meet MGs, brainstorm, and discuss their concerns. She reviewed the VT code of conduct and behavior standards. They will be updated for use in 2021 re-enrollment. Other states already have done this.

There will be a discussion with the VT foundation about the endowment and goals associated with it. She encourages each unit to send pictures, stories, and data for use in the 2020 annual report.

Rick Brown represented us at the state leadership training meeting. Su Carlile, Gary Streb, and Marilyn Riddle worked at the state fair.— Marilyn Riddle [mriddle@cox.net](mailto:mriddle@cox.net) (757) 229-2177

## THIS AND THAT

### New Reimbursement Form

Since we have a new treasurer, we also have a new reimbursement form. We're working to get it up on the website, but in the meantime please use the form that appears at the end of this newsletter.

—Kathy Skube, treasurer



### Reminder: We Want Photos!

We want to keep the Mobile Master Gardener display board up to date with current photos of Master Gardeners engaged with the community.

Please send photos of your project activities to: [mgspeakersjccw@gmail.com](mailto:mgspeakersjccw@gmail.com).

Kindly include a caption which tells the 'who, what, where, when and why' of the action in your photo—and also who took it.

We will print photos to display at the "In the Garden With WRL" second Saturday programs each month, as well as at other outreach activities in the community.

—Judith Alberts & Elizabeth McCoy, Speakers Bureau co-chairs

### Green Collar Jobs

Marilyn Riddle passed along an interesting article from the January 21 issue of the *Richmond Times Dispatch*. Apparently job openings in the horticultural industry outnumber graduates two-to-one. To read the entire article, "Ecosystem Health Trends as 2020 Focus," visit [https://www.richmond.com/news/local/ecosystem-health-trends-as-focus/article\\_b84ec892-8339-5c34-aaa7-177504d67a5b.html](https://www.richmond.com/news/local/ecosystem-health-trends-as-focus/article_b84ec892-8339-5c34-aaa7-177504d67a5b.html)

### Call for Proposals

The Virginia Cooperative Master Gardener program is hosting the 2021 International Master Gardener conference in Norfolk September 13-17, 2021. Are you passionate about a particular gardening topic, plant, or aspect of volunteering? Become an IMGC speaker! The call for proposals has officially opened. If you'd like to submit a proposal, please [visit this link](https://www.internationalmastergardener.com/2020/01/28/call-for-proposals/?utm_source=rss&utm_medium=rss&utm_campaign=call-for-proposals) or [https://www.internationalmastergardener.com/2020/01/28/call-for-proposals/?utm\\_source=rss&utm\\_medium=rss&utm\\_campaign=call-for-proposals](https://www.internationalmastergardener.com/2020/01/28/call-for-proposals/?utm_source=rss&utm_medium=rss&utm_campaign=call-for-proposals). The deadline for submissions is March 20, 2020.

—Marion Guthrie

## OVER FIFTY PEOPLE ATTENDED THE PRUNING WORKSHOP JANUARY 18

BY MARION GUTHRIE

The experienced Master Gardener pruning team made up of Patricia Paquette, Gary Streb, Jeanne Millin, and Harry Fahl (at right) held a lively presentation on Saturday morning, January 18, at the Freedom Park interpretive center on how to care for trees and shrubs.

They brought along their pruning shears and saws to demonstrate the right tools for pruning and how to maintain them as well as which plants to prune, where to cut, when to cut, and what common pruning mistakes to avoid. Over fifty people attended this hour-and-a-half session.



Photo taken by Judith Alberts

The presentation was part of the Williamsburg Botanical Garden's Learn and Grow monthly series on topics for home gardeners.

The next talk in the series is scheduled for February 15, when Arthur E. Chadwick, an author and world-renowned expert on cultivating orchids, will share some of his stories about some special orchids and the American first ladies for whom they are named. For more information visit <https://wbg-learn-and-grow-series.constantcontactsites.com/february-15-2020>. Note that the time and place are different this month: Williamsburg Regional Library on Scotland Street, 11:00am—12:30pm.

The James City County/Williamsburg Extension Master Gardeners Association communicates and educates environmentally sound horticultural practices to our community. Trained by Virginia Cooperative Extension experts, our Master Gardener volunteers are committed to offering information to the public through sustainable landscape management education programs like this one.



Photos taken by Marion Guthrie

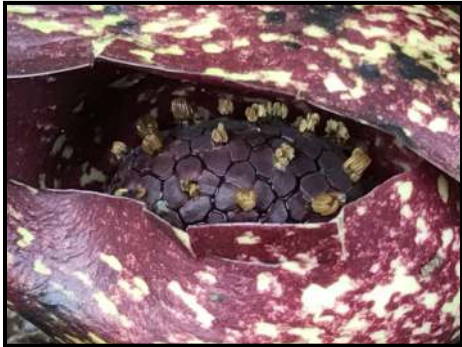


## WILDFLOWER OF THE MONTH FEBRUARY 2020

BY HELEN HAMILTON  
JOHN CLAYTON CHAPTER, VIRGINIA NATIVE PLANT SOCIETY

### SKUNK CABBAGE

*Symplocarpus foetidus*



Skunk cabbage is the first flowering plant of spring, sometimes appearing in January. But the bloom is not at all typical. Poking up through the snow is a purple-brown and green mottled hood, which is a modified leaf, two-to-five inches long. Inside is a nearly round flower head with many small, tightly packed individual flowers. They “bloom” when stamens emerge above the four tiny sepals. After the pollen has been released, the stamens wither, and a style grows out of the middle of each flower to be pollinated by insects with pollen from other flower heads.



The flowers of skunk cabbage have no colorful petals to attract pollinating insects. Instead, they emit an odor similar to decomposing flesh which attracts the first insects of the year, usually carrion and dung flies, but also beetles, bees, and mosquitoes.

Biologists have found the flowers produce warmth over a period of twelve-to-fourteen days, remaining an average of 36 degrees F about the outside air temperature, day or night. Like a warm-blooded animal, they can regulate their warmth. The heat and foul smell attract the first pollinating insects of the year, usually flies.



After the plant blooms, large oval leaves resembling cabbage unfold and can grow three-to-four feet long. By mid May a wetland can be covered with skunk cabbage leaf rosettes. By June the leaves begin to decay; since the plant forms no woody fibers, a large part of the leaf and stem is water, *Symplocarpus foetidus* and the leaves simply dissolve. By mid June the fruit heads are roundish balls, wine-red, about two inches in diameter. In August the fruit head falls apart, leaving seeds on the ground to be eaten, to decompose, or to germinate. By the end of summer, no trace of the plant is left, but a fully-grown skunk cabbage has a massive root system, with several years' reproductive parts partially formed within.

Photos: Skunk cabbage (*Symplocarpus foetidus*). Taken by: top, Lisa Nickel, middle and bottom, Helen Hamilton, taken at Longhill Swamp

Skunk cabbage is widely distributed in the state of Virginia, its range extending to Georgia and West Virginia.

The range extends from Quebec and Nova Scotia to North Carolina and west to Minnesota and Iowa. A nearly identical plant of northeast Asia is a close living relative. Three other members of the huge, mostly tropical Arum family are familiar in the Coastal Plain -- Jack-in-the-Pulpit (*Ariseama triphyllum*), Arrow Arum or Tuckahoe (*Peltandra virginica*), and Golden Club (*Orontium aquaticum*).

Calcium oxalate crystals in the leaves are irritating if eaten and may be toxic. With these crystals and the disagreeable scent, most animals will avoid eating them, except when the leaves are young in the spring. The roots are considered toxic, but Native Americans used them for cramps, convulsions, toothaches, and as a poultice for wounds. Early physicians used the leaves for coughs, asthma, and externally in lotions for itching and rheumatism.

For more information about native plants, visit [www.vnps.org](http://www.vnps.org)



## Important Dates

- 2/11 A Taste of India (King of Glory Church)
- 2/12 Winter Symposium (Lewis Ginter, Richmond)
- 2/15 First Ladies and Orchids (WRL)
- 2/22 Herbarium Tour (W&M)
- 2/29-3/8 Philadelphia Flower Show (Philadelphia)
- 3/7 2020 Horticultural Extravaganza (Yorktown)
- 3/21 Gardening Symposium (Christopher Newport)



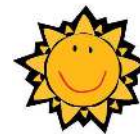
All images in this edition of the newsletter are from [pixabay](https://www.pixabay.com/).

## **NEXT NEWSLETTER DEADLINE**

**The deadline for submissions to the March 2020 newsletter will be Monday, February 24.**

**Please send any submissions to Hope Yelich, newsletter editor, at [hopeyelich@gmail.com](mailto:hopeyelich@gmail.com)**

## **SUNSHINE NOTES**



The organization sends cards to members with difficult medical issues or who have experienced a death in the immediate family. We also acknowledge donations made to the association.

This month we sent cards to:

Ruth Ann Penberthy—Sympathy  
Pat Crowe—Emerita Recognition  
Mary Liz Sadler—Emerita Recognition  
Genrose Lashinger—Emerita Recognition  
Avril Purvis—Thinking of You  
Jordan Westenhaver—Thank You

Please provide names to the EMG secretary, Beth Deer, at (757) 435-3183, or [elizabethdeer@cox.net](mailto:elizabethdeer@cox.net)

## **JCC/W Master Gardener Mission Statement**

*The purpose of the James City County/ Williamsburg Master Gardener is to learn, educate, and communicate environmentally sound horticultural practices to the community. Trained by the Virginia Cooperative Extension, Master Gardener volunteers are committed to offering information to the public through sustainable landscape management educational programs.*

## **ABOUT THE VIRGINIA MASTER GARDENERS AND VIRGINIA COOPERATIVE EXTENSION**

Virginia Master Gardeners are volunteer educators who work within their communities to encourage and promote environmentally sound horticulture practices through sustainable landscape management education and training. As an educational program of Virginia Cooperative Extension, Virginia Master Gardeners bring the resources of Virginia's land-grant universities, Virginia Tech and Virginia State University, to the people of the commonwealth.

Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer. Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Edwin J. Jones, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; M. Ray McKinnie, Interim Administrator, 1890 Extension Program, Virginia State University, Petersburg.

**JCCW Master Gardener Association**

**Reimbursement/Payment Form**

Instructions: Fill in the information as needed with a description of items purchased, and staple all original receipts to the back.

Pay to the order of \_\_\_\_\_

Amount: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

List the purpose of the reimbursement, including description of items purchased, and project(s) that the request is connected to and the amount of each.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Two Different Signatures Required:

\_\_\_\_\_

Requestor Signature

Approval Signature

Mail this form and all supporting documents to: **Kathy Skube**  
**3955 W Providence Rd, Williamsburg, 23188**

Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_ Date Mailed: \_\_\_\_\_



## Extension Master Gardener Volunteer Re-Enrollment Form

VCE Unit Name: James City County/Williamsburg Re-Enrollment Year: 2020

Unit Address: James City County/Williamsburg - 3127 Forge Road, Toano, VA 23168

Volunteer Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

<b>A. Contact Information</b> (please update if any changes have occurred since your last enrollment)	
Address (Street, City, State, Zip)	
Home Phone	Cell Phone
Work Phone	Email Address
Emergency Contact Name	
Emergency Phone (Day)	Emergency Phone (Evening)

<b>B. Voluntary Disclosure</b>
<p>This information will be kept in a confidential manner and accessible only to authorized personnel. A "yes" answer does not automatically exclude you from volunteering for this unit of the Virginia Cooperative Extension Master Gardener Volunteer Program.</p> <p>Within the past 12 months or since your last enrollment, have you been arrested and / or charged with a crime including moving traffic violations?</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If "yes" to the question above, please describe:</p>   <p>I understand that criminal background or reference checks may be conducted on me at any time during the application process or during volunteer service of Virginia Cooperative Extension (VCE).</p> <p>Signature _____ Date _____</p>



**C. Media Release Statement**

The Virginia Polytechnic Institute and State University/College of Agriculture and Life Sciences (CAL S) periodically uses electronic and traditional media (e.g., photographs, video, audio footage, testimonials) for publicity and educational purposes. By my signature on this form, I acknowledge receipt of this document and give permission to the College of Agriculture and Life Sciences and its designee to use such reproductions for educational and publicity purposes in perpetuity without further consideration from me.

I understand that I will need to notify Virginia Tech/College of Agriculture and Life Sciences if any changes to my situation occur that will impact this media release permission.

PLEASE INITIAL:  Yes  No

**D. Enrollment Agreement**

I am volunteering my time to further the educational purposes of Virginia Cooperative Extension (VCE). I agree to abide by all policies and procedures of VCE. I understand that VCE programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status or any other basis protected by the law. An equal opportunity/affirmative action employer. I hereby certify that all of the entries on this application are true and complete. I understand that any falsification of information herein constitutes cause for dismissal.

Signed

Date

Printed Name

**VCE Internal Use Only**

Date volunteer re-enrollment received:

Re-enrollment requires further action:  Yes  No

Comments:

Signature, VCE Representative

Date



## Standards of Behavior for Virginia 4-H Volunteers

Trustworthiness, respect, responsibility, fairness, caring, and citizenship are the six core ethical values which the CHARACTER COUNTS! program calls the "Six Pillars of Character." These values reflect those of the Virginia 4-H program and each 4-H member, volunteer, and staff member should strive to practice these values. The following standards for 4-H volunteers identify how these values will be reflected in volunteer performance. These standards help to ensure the safety and well-being of all 4-H participants and the integrity of the 4-H program.

- I will teach, enforce, advocate, and model the Six Pillars of Character, which are trustworthiness, respect, responsibility, fairness, caring, and citizenship.
- I will represent the Virginia 4-H program by conducting myself with courteous manners and language, exhibiting good sportsmanship, serving as a positive role model, and demonstrating reasonable conflict resolution skills.
- I will dress in a manner that is appropriate for a given 4-H program/event in accordance with that program/event's dress code.
- I will support and promote the Virginia 4-H mission, "To develop youth and adults working with those youth to realize their full potential – becoming effective, contributing citizens through participation in research-based, non-formal, hands-on educational experiences."
- I will actively participate in, and complete, Virginia 4-H program orientation and training that prepares me to satisfactorily accomplish the tasks for which I have volunteered.
- I will abide by all applicable laws and Virginia 4-H program policies, guidelines, and procedures. This includes, but is not limited to those regarding, child abuse, risk management, abuse suspicion, substance abuse, and limits of authority.
- I will accept supervision and support from salaried 4-H Extension staff or designated management volunteers and understand that I work under the guidance, supervision, and leadership of the Extension staff in charge.
- I will handle 4-H funds and engage in 4-H fundraising (when applicable) in an ethical manner.
- I will make all reasonable efforts to ensure that programs are accessible to all individuals regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. An equal opportunity/affirmative action employer.
- I will not use (or allow others to use) alcohol or illegal drugs at any 4-H program or event. I understand that tobacco products can only be used in approved areas at approved times during approved events if I am of legal age. I understand the Virginia 4-H Search and Seizure policy regarding alcohol, drugs, or weapons.
- I will, when transporting youth, operate motor vehicles and other equipment in a safe and reliable manner and only with a valid operator's license in accordance with Virginia Tech and Virginia 4-H policies. I will comply with all motor vehicle-related state regulations and laws. All transported youth will be secured by properly operating seat belts when applicable.
- I will conduct myself in a manner that is in the best interest of youth and the Virginia 4-H program and will not use the volunteer position for purposes of private or personal gain.
- When applicable to my 4-H responsibilities, I will treat animals in a humane manner and teach program participants to provide appropriate animal care and management.
- I will use technology in an appropriate manner in accordance with 4-H, Virginia Cooperative Extension, and Virginia Tech policies.
- I will complete all necessary paperwork in a timely manner.

I understand that these standards represent a contractual agreement between volunteers and the Virginia 4-H program (of Virginia Cooperative Extension and Virginia Tech). My signature below indicates that I have read, understand, and agree to abide by these standards for volunteers. I understand that immediate suspension or termination of my position as a volunteer could result if I do not meet these standards.

\_\_\_\_\_

VOLUNTEER (Print)

\_\_\_\_\_

VOLUNTEER SIGNATURE

\_\_\_\_\_

DATE

\_\_\_\_\_

EXTENSION SUPERVISOR (Print)

\_\_\_\_\_

SUPERVISOR SIGNATURE

\_\_\_\_\_

DATE

\_\_\_\_\_

PARENT/GUARDIAN (Print)

\_\_\_\_\_

PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_

DATE

**(NOTE: This line must be signed for volunteers under 18 years old.)**