Roadmap to Oklahoma's Training Tour

Presented By:
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Amy Weathers, Area IV District Coordinator



May 28- Area 4- Hobart
June 5-Area 3-Wagoner
June 9-Area 1- Woodward
June 25-Area 2- Oklahoma City
June 26-Area 5-McAlester

84 Conservation Districts
71 Attended the Training

Greeting, Introductions & Program Updates

Someone accidentally swallowed fingernail clippers and had to have them surgically removed. She was 4!





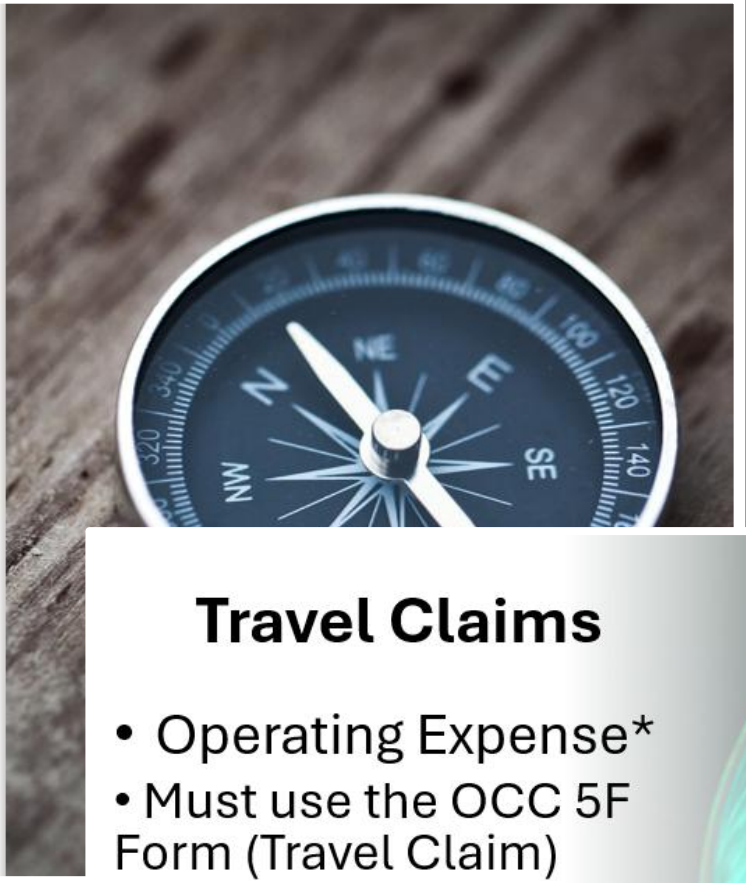
One enjoys hauling her miniature pony around in her car for outreach events!

Brenda,
District Manager
Is also a volunteer firefighter


Reimbursement Route

Claim Requirements

- Correct operating expense codes are being used
- OSF Form is signed in blue ink & notarized
- Invoices for the items you are requesting reimbursements-*Review the Reimbursement Check List as guide to assist you when putting claims together*
- Payroll worksheets -signed in blue ink and the Activity Time Sheet and Leave Record- again, must be signed in blue
- Bank statement -must be included for items for items being requested
- 941 Federal Tax Receipt



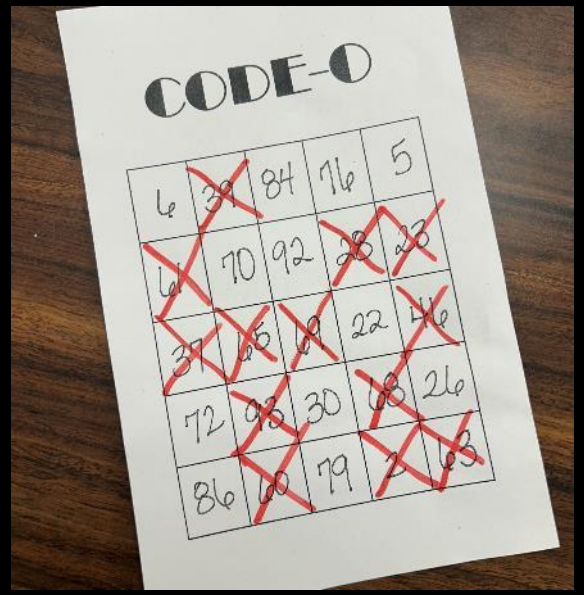
Travel Claims

- Operating Expense*
- Must use the OCC 5F Form (Travel Claim)
- Generally for mileage
- Map or Page 2
- Be sure to include:
  - Paid Check#
  - Date
  - 2 Digit Code
  - “OK” and initials



Let's Play

Code-O!








RECORDS ROAD
TRIPPIN'

POSTING THE AGENDA

In compliance with the Open Meeting Act, the agenda for the district board meeting must be posted in prominent public view at the principal office of the district at least 24 hours prior to the meeting. Saturdays, Sundays, and legal holidays are not to be counted in the 24 hours.





FINANCIAL STATEMENTS

Details that must be included on the financial statement for ALL accounts are:
Beginning Balance
Deposits Received
Expenditures
Ending Balance

Deposits and expenditures must include date, type of transaction, to whom or from, explanation and amount of the transaction.

Every check must be accounted for including voided checks. The last check on the previous month's Financial Statement should be the number that immediately precedes the first check number on the current Financial Statement.

MINUTES
WHEN ARE THEY "OFFICIAL"

The minutes are not an official, permanent record until they are approved and signed by the board.

Minutes that have not been approved are considered draft and may be corrected. Minutes that have been approved must be amended.

Draft minutes can be considered the official record of the meeting UNTIL the final signed minutes are approved. If someone were to request minutes and they were not final yet, the draft would have to be provided. If the draft minutes have not been typed, you must provide your written notes.

ANOTHER GREAT REASON TO TYPES MINUTES ASAP!



Feed Them and They Will Come!!






MEET THE
TEAM!

Blue Planet











The Incredible Journey















Water For All





Project WET Videos

Review the below to see activities in action!

Effective Education for Conservation Districts

Jack Hilgert, State Coordinator
jack.hilgert@conservation.ok.gov | (405) 613-3835
Blue Thumb | Oklahoma Conservation Commission

Empower Conservation Districts to utilize WET curriculum in their programming with youth to connect learners to water and inspire water conservation.

Blue Planet — Page 23

Students estimate the percentage of Earth's surface that is covered by water and, by tossing an inflatable globe, take a simple probability sample to check their estimates.

H2Olympics — Page 13

Students compete in the Water Olympics by performing different tasks that investigate two properties of water—adhesion and cohesion.

The Incredible Journey — Page 41

Students simulate the water cycle by becoming water drops and moving through water locations based on the roll of special dice.

A Drop in the Bucket — Page 31

Based on percentages of water in various locations on Earth, students measure water using beakers or measuring cups to see what proportion of one liter represents potable water.

Water for All — Page 117

Students will carry a shared can of water through an obstacle course to simulate water challenges in a community – demonstrating how conservation districts work!

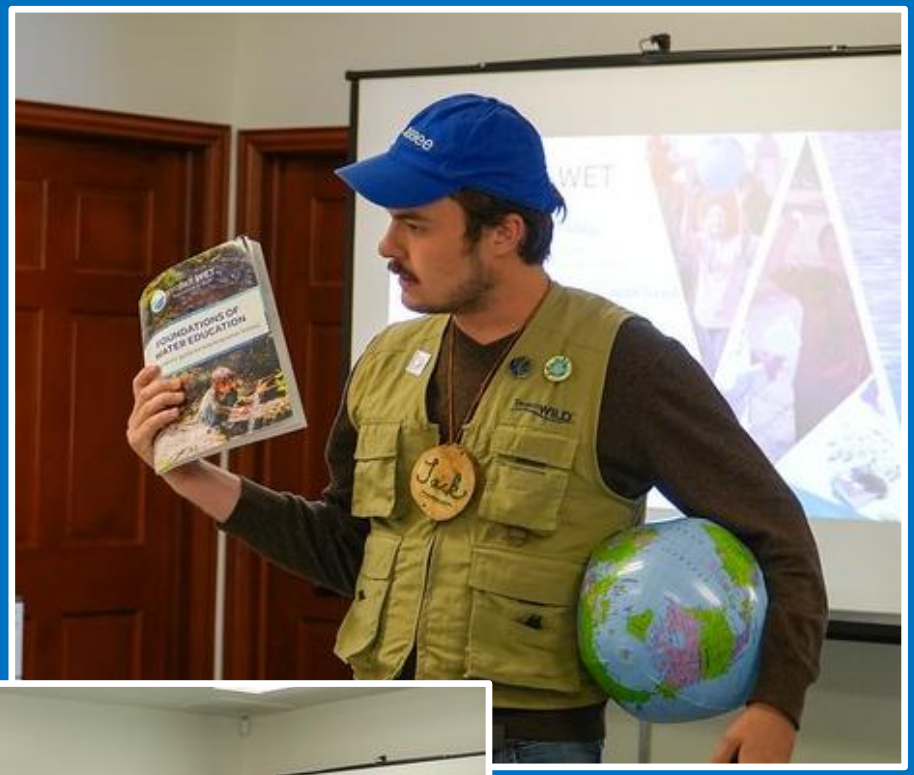
Notes:

Blue Thumb is a program of the **Oklahoma Conservation Commission** that has two primary goals: supporting a statewide network of volunteer scientists who monitor water quality in their communities and providing high-quality environmental education, including **Project WET** programming.

Learn more at bluethumbok.com, follow us on social media, and subscribe to our eNewsletter to become part of the Blue Thumb community!

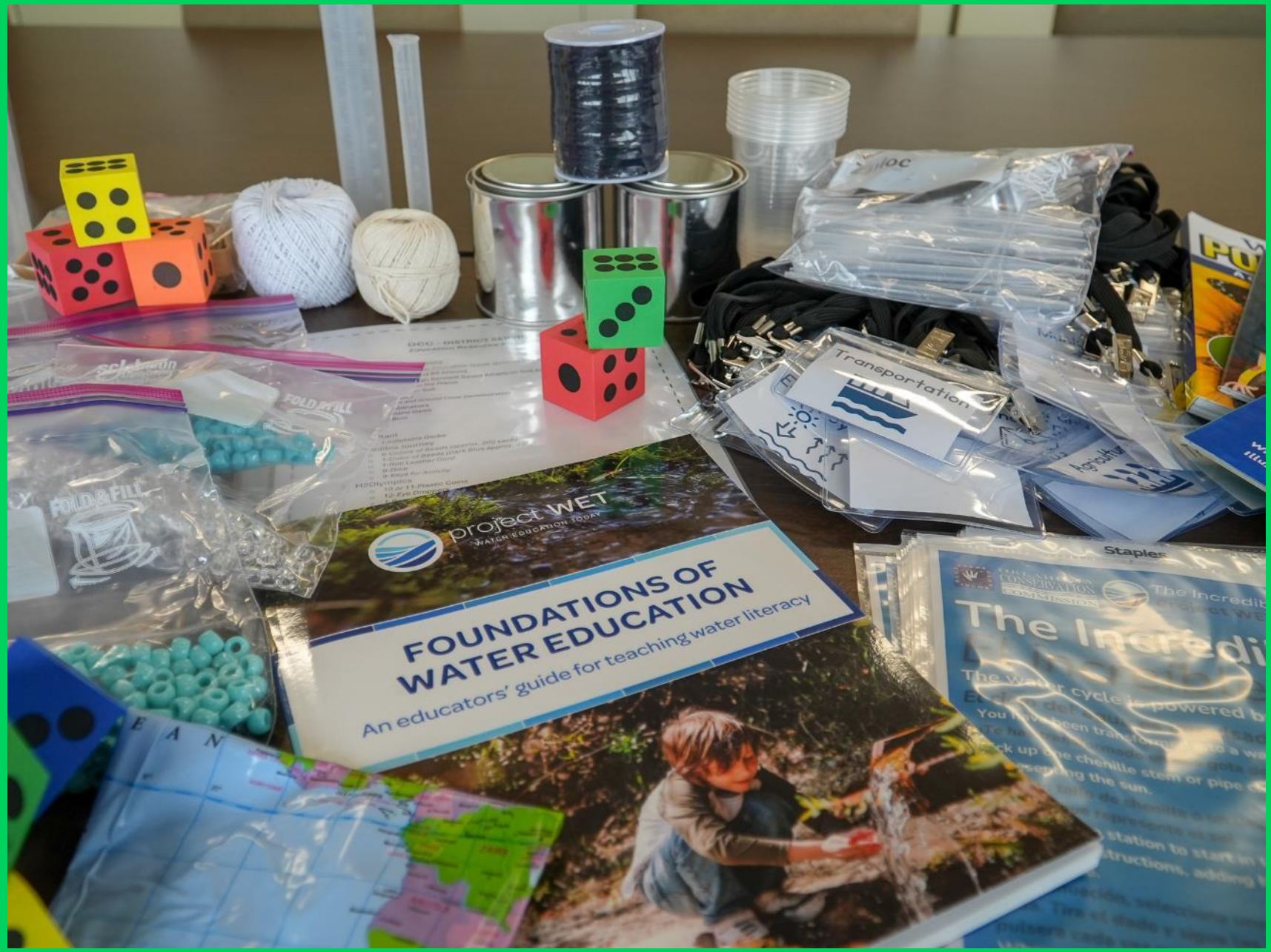
OKLAHOMA CONSERVATION COMMISSION

BLUE THUMB








project WET
WATER EDUCATION TODAY
FOUNDATIONS OF WATER EDUCATION
An educators' guide for teaching water literacy
Transportation
FOLD & FILL
Staples

Education Kit Exploration

WHAT'S IN YOUR TRUNK?

Foundations of Water Education Guide Book (courtesy of Blue Thumb) with supplies for at least 5 activities

- Blue Planet (Inflatable Globe)
- Incredible Journey (Beads, Leather Cord, Dice)
- H2Olympics (Plastic Coins, Eye Droppers, Paper Clips, Plastic Forks, Plastic Cups)
- A Drop in the Bucket (Graduated Cylinders)
- Water for All (Paint Cans, Rubber Bands, String, Lanyards)



Books and sample activities from District Services

- *Water-Up, Down and All Around*
- *EROSION-How Hugh Bennett Saved American Soil And Ended the Dust Bowl*
- *Dirt-The Scoop on Soil*
- *World of Pollinators*


Water
Up, Down, and All Around
Written by Natalie M. Rosinsky
Illustrated by Matthew John
Dirt
The Scoop on Soil
Written by Natalie M. Rosinsky
Illustrated by Sheree Boyd
Books Provided In The Kit
Moments in Science
How Hugh Bennett Saved America's Soil and Ended the Dust Bowl
EROSION
Written by Darcy Pattison & Illustrated by Peter Willis
World of
POLLINATORS
A Guide for Explorers of All Ages
Fun Projects,
Over 600 Amazing Facts
About Plants, Bees, Beetles,
Birds, and Butterflies

District
Driven
Discussion
&
Share Time



Get outta my dreams, get into my car!

Dreaming of a great youth event?

Build your confidence and skills so you can BE THE DRIVER, not the passenger, on your district's youth education adventure!









Survey Says!



FAMILY FEUD

Let's Go

Good Answer!!

Overall: How do people feel about Youth Education?

Scale of 1 to 5, ranging from 1(dreading it) to 5(loving it).

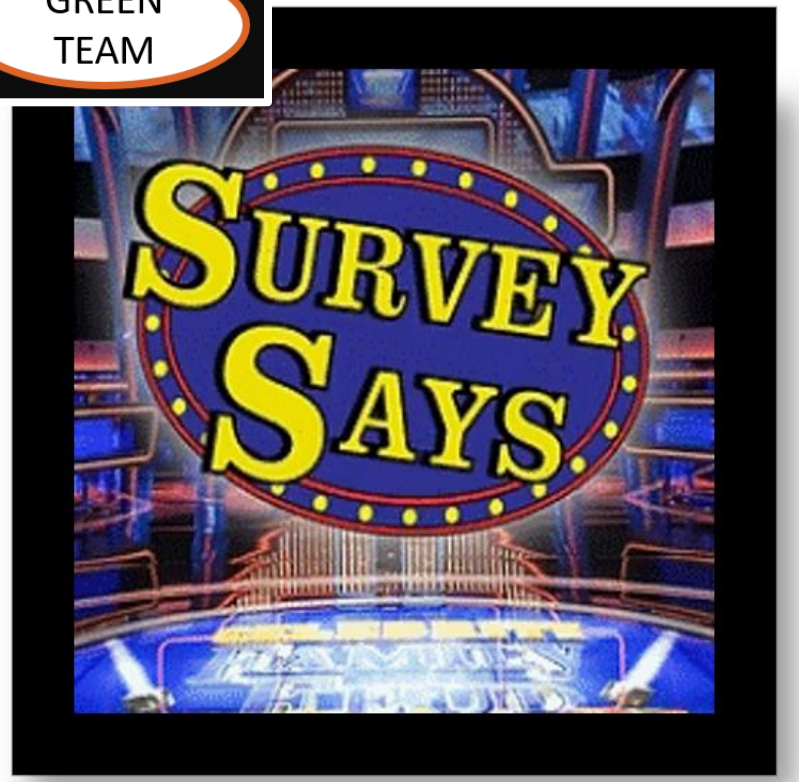
1: I dread it and will only do it because I have to.
2: I know it's a necessary evil.
3: Neutral- it's "ok".
4: It can be difficult sometimes, but I enjoy it.
5: I love it, and I look forward to it.

GO!

BLUE TEAM ⟷ GREEN TEAM







Feelings about Youth Education

1-tie	(31%) 4: It can be difficult sometimes, but I enjoy it.
2-tie	(31%) 5: I love it, and I look forward to it.
3	(24%) 3: Neutral- it's "ok".
4	(9%) 1: I dread it and will only do it because I have to.
5	(5%) 2: I know it's a necessary evil.











Employee Reviews:
District Services Training Tour
4.5 out of 5 stars



This Photo CC BY-NC-ND

Budget Information



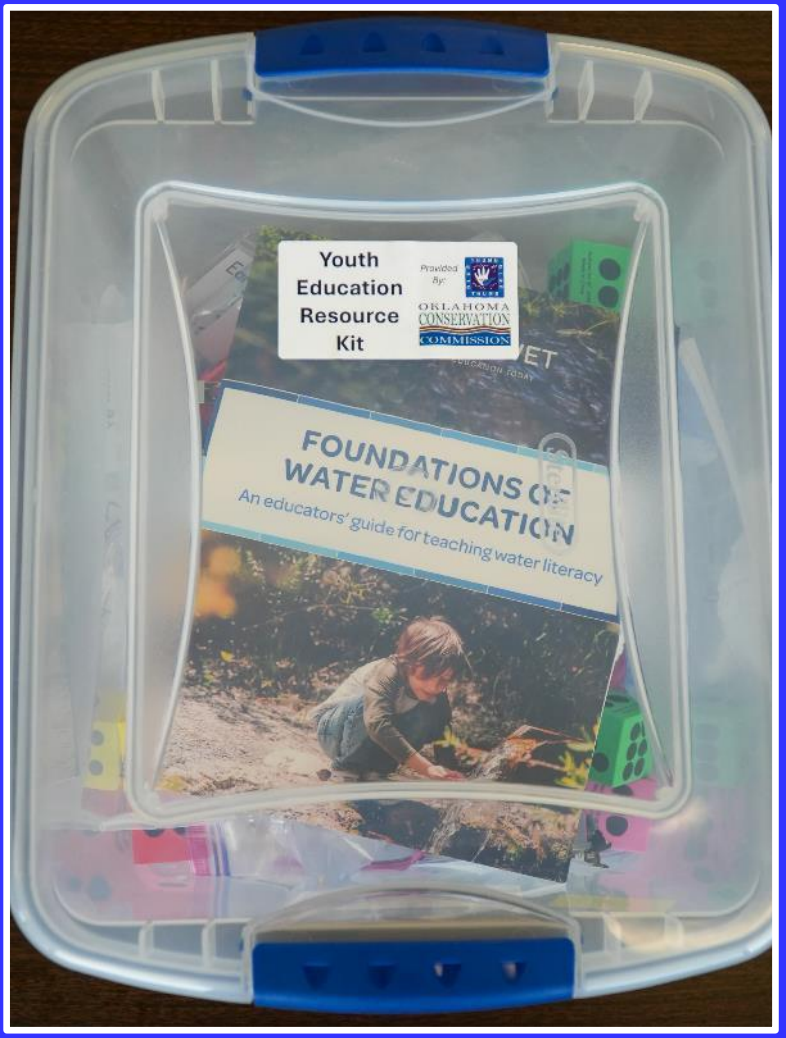








Things We Learned







Weigh the Beads!!







Make An Assembly Line

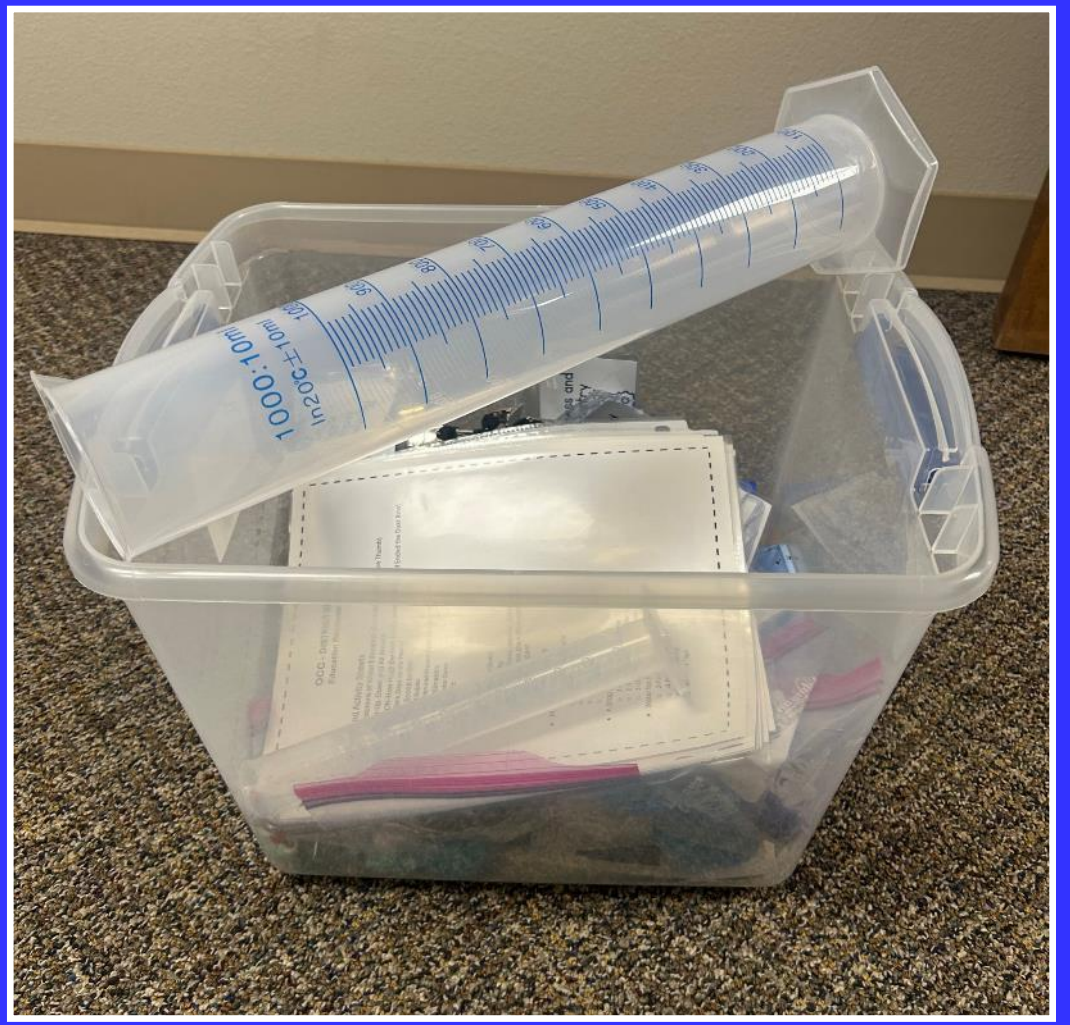


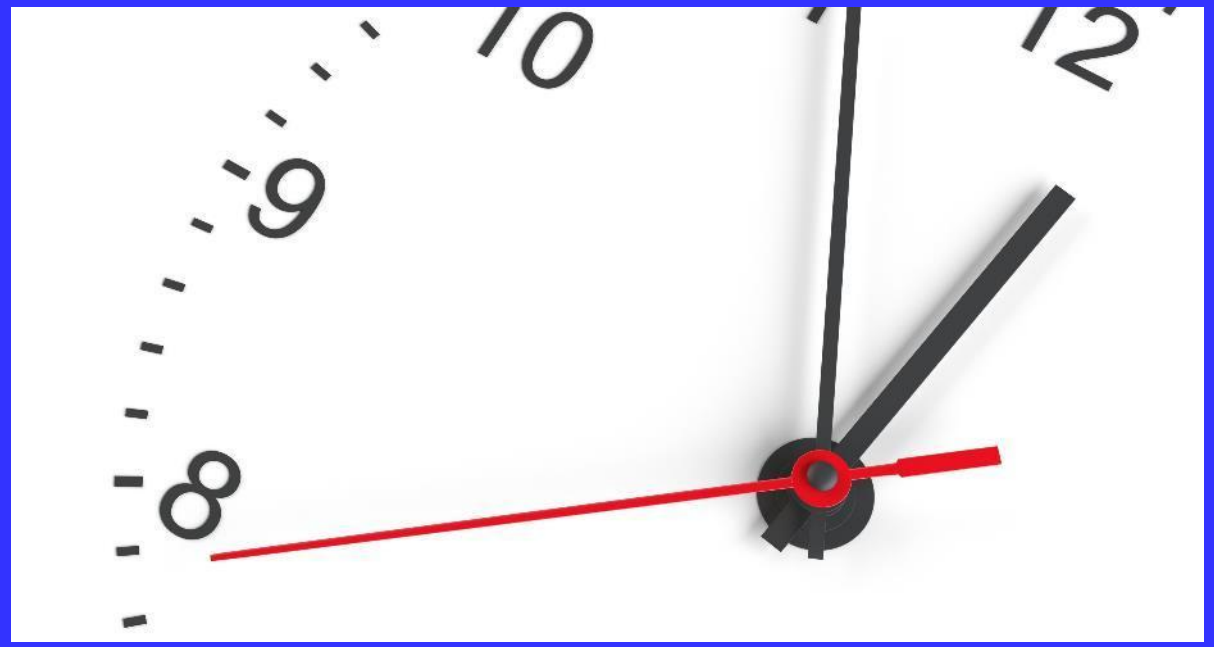
Check for Broken Totes



Check, Check and Recheck Orders

Read the Spec sizes for all the items ordered




10
9
8


Without you,
I'm empty inside.
prime



Thank you
& Safe Travels



Brandon Welborn

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572-246-5150

Amy Weathers

Area District Coordinator

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405-882-0504

Oklahoma Training Tour Education Kit Take Home