TEXAS A&M AGRILIFE EXTENSION

Attachment | **A**

TEXAS A&M AGRILIFE EXTENSION

HARRIS COUNTY EXTENSION SERVICE

August 25th, 2026

Dr. Joe Rodriguez
Goose Creek Independent School District
4544 Interstate 10 E
Baytown, TX 77521

Dear Dr. Joe Rodriguez:

On behalf of the 4-H members of Harris County, I/we hereby respectfully request that the 4-H organization, by the attached resolution, be sanctioned as an extracurricular activity. We request the enclosed RESOLUTION be presented for consideration at the next scheduled meeting of the Board of Trustees of the (name of school district). I/we further request that questions regarding this RESOLUTION be directed to me/us in a timely manner so that I/we may prepare and present an appropriate response so as not to delay action on this request.

Finally, I/we request that a signed copy of this RESOLUTION, along with a copy of the minutes of the Board meeting, be forwarded to me/us for my/our files.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

Steven Frederick
Harris County Extension Agent, Agriculture & Natural Resources

Attachment: Resolution for Extracurricular Status of 4-H Organization

Harris County Extension Office
13105 Northwest FWY, Houton, TX, 77040
http://texas4-h.tamu.edu - Tel.(713)-274-0950

Attachment | **B**

RESOLUTION
EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

Be it hereby resolved that upon this date, the duly elected Board of Trustees of the

Goose Creek Independent School District
(Complete name of school district)

meeting in public with a quorum present and certified,
did adopt this resolution that recognizes the

Harris County 4-H

Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under 19TexasAdministrative Code,
Chapter 76.1, pertaining to extracurricular activities.

Participation by 4-H members under provisions of this resolution are subject to all rules and regulations set forth under the 19Texas Administrative Code as interpreted by this Board and designated officials of this school district.
A local representative of the Texas A&M AgriLife Extension Service
will request academic eligibility for all 4-H competitive activities, regardless of if a school absence is or is not required, and for non-competitive purposes when an absence is required.

Approved this _____ day of _____, 2026.

_____ _____
Board of Trustee Superintendent

Attachment | **C**

TEXAS A&M AGRILIFE EXTENSION

HARRIS COUNTY EXTENSION SERVICE

August 25, 2026

Dr. Joe Rodriguez
Goose Creek Independent School District
4544 Interstate 10 E
Baytown, TX 77521

Dear Dr. Joe Rodriguez:

On behalf of the Harris County Extension Staff, I/we hereby respectfully request approval of the attached Adjunct Faculty Agreement with the Goose Creek Independent School District.

The State Board of Education passed an amendment to 19 TAC§129.21 U). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered "in attendance" when participating in off-campus activities with an adjunct staff member of the school district. Section 3 of the Student Attendance Handbook states:
(1) The student is participating in an activity that is approved by the local board of school trustees and is under the direction of a member of the professional or paraprofessional staff of the school district, or an adjunct staff member who:
(A) has a minimum of a bachelor's degree; and
(B) is eligible for participation in the Teacher Retirement System of Texas.

Harris County requests the Extension personnel listed on the enclosed Adjunct Faculty Agreement be awarded adjunct faculty staff member status for the period of time indicated on the agreement. Extension personnel, as ISD adjunct faculty members, will only supervise and be responsible for Texas 4-H members of the district.
I hope Goose Creek Independent School District will accept this request. Please let me know if you would like to schedule an appointment to discuss the amendment and request or if you need further information.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

Steven Frederick
Harris County Extension Agent, Agriculture & Natural Resources

Attachment: Resolution for Extracurricular Status of 4-H Organization

Harris County Extension Office
13105 Northwest FWY, Houton, TX, 77040
http://texas4-h.tamu.edu - Tel.(713)-274-0950

Attachment | **D**

THE STATE OF TEXAS
COUNTY OF HARRIS

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Goose Creek Independent School District, hereinafter referred to as "District." A quorum having been established; the Board proceeded to consider the appointment of the herein named individual{s) as an adjunct member of the Goose Creek Independent School District.

Upon consideration and vote of_____ in favor, _____ is hereby named as adjunct faculty member(s) of the Goose Creek Independent School District subject to the following considerations and provisions of such appointment to wit:

1. This appointment shall commence on the ___ day of _____, 20___and remain in effect until the _____ day of _____, 20___.
2. This appointment will include the Texas A&M AgriLife Extension Service employees listed below:

NAME	TITLE	DEGREE	INSTITUTION	DATE
Steven Frederick	CEA - AgNR	BS - Agriculture	Texas A&M University	2018
Isabella Fowler	CEA - 4-H	BS - Agriculture Leadership, Education, & Development	Texas A&M University	2023
Kiara Carrasco	4-H Program Asst.	BS - Marine Biology	Texas A&M University	2024
Lindsey Stonegraber	4-H Program Asst.	MS - of Healthcare Administration	Oklahoma State University	2020
Kaila Pipkins	PV Ext. Agent 4-H	MS - of Public Health	UT Health Houston School of Public Health	2024
Jakarda Varnado	PV Ext. Agent 4-H	Ed.D – Doctorate of Education	University of Houston	2021
Priscilla Ofori	CEA – Urban Youth Dev.	MS - in Global Health	Georgetown University	2014

3. Adjunct faculty member{s) will receive no compensation, salary, or remuneration from Goose Creek Independent School District.
4. Adjunct faculty member(s) is and shall remain an employee, in good standing, of the Texas A&M Agrilife Extension Service.
5. Adjunct faculty member(s) is and shall remain under the direct supervision of either the District Extension Administrator of District 9 or Harris County Extension Director.
6. Adjunct faculty member(s) shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefit of Texas A&M Agrilife Extension Service employees. District shall have no responsibility for any of such benefits or plans.

Adjunct faculty member(s) shall direct the activities and participation of students of the school district in sponsored and approved activities as designated from time to time by adjunct faculty members for which notice shall be given to School District administrative personnel. Adjunct faculty members' activities and participation with students of the School District are directed, supervised, and controlled by and through supervisory personnel of Texas A&M Agrilife Extension Service pursuant to the supervisory authority of the District Extension Administrator or County Extension Director. Adjunct faculty member(s) is not the employee of the School District, and School District does not nor shall not supervise, direct or control the activities and/or participation of such Harris County Extension Agent(s) who have/has been herein designated as an adjunct faculty member.

This appointment is made by the Independent School District by and through the Board of Trustees of said district for the benefit of allowing voluntary student participation in programs conducted by the Texas A&M Agrilife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by the Texas A&M Agrilife Extension Service. This appointment is made in accordance with the provisions of Section 129.21 (j)(l) of the Texas Administrative Code authorizing the school to deem such participating students in attendance for foundation school program purposes.

This appointment of the herein named Harris County Extension Agent(s), listed above (Extension employee) is/are not intended nor shall be construed as a waiver of any claim or defense of sovereign or governmental immunity from liability now possessed by Goose Creek Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this ___ day of _____, 20___.

Goose Creek Independent School District

By: _____

Attachment | **E**

ACADEMIC ELIGIBILITY PROCESS

Procedures for securing Academic Eligibility Information and Excused Absences
for 4-H Members to participate in 4-H Event or Activity

This procedure applies to ALL 4-H events or activities (competitive or non-competitive) and all 4-H members in public, private, and/or home school that requires a 4-H member to be absent from school. For instance, if a 4-H member is a member of a state planning task force and needs to miss a day of school to participate, the 4-H member would have to be eligible according to the Texas Education Code to be excused from school.

There are two ways a County Extension Office can request academic eligibility for 4-H members. One is on an individual basis using the Declaration of Eligibility Form (Attachment F) for times when only one or two 4-H members may be needing an absence. The second option is for situations when a large number of youths may be needing an excused absence, such as a county or major stock show. The steps below outline how the county office needs to proceed with each of the processes.

BEGINNING OF THE SCHOOL YEAR	
August/September	County Extension Agents should meet with school officials to determine the steps the agent needs to take to assist 4-H members in obtaining excused absences to participate in 4-H events and to determine eligibility of 4-H members for competitive events.
30 DAYS PRIOR TO ANY 4-H EVENT/ACTIVITY NEEDING ACADEMIC ELIGIBILITY CHECKED	
Declaring academic eligibility for small number of 4-H members	1. Ensure that all members needing an excused absence are ACTIVE 4-H members. 2. Complete the County Agent section of the Declaration of Eligibility Form. Provide the form to either the 4-H member and request they submit to the school for completion or have the 4-H parent/guardian complete the first section, return to the County Extension Office and then submit as a group to the respective school campuses. 4-H member then returns completed form back to the County Extension Office within the timeframe given by the office.
Declaring academic eligibility for large number of 4-H members	Extension agents should prepare a document on official letterhead which includes the items listed below and submit to each school/campus requesting eligibility status for each 4-H member. a) Name of 4-H member(s) involved b) School they attend c) Current grade level in school d) Dates of proposed absence(s) e) Name of event f) Educational value g) Chaperone List is returned back to County Extension Office by school/campus.
RESPONSE FROM SCHOOL ON DECLARATION OF ACADEMIC ELIGIBILITY	
Eligible	The school should respond to CEA if there are any students who are academically eligible. County Extension Office should follow up with the school/campus if no response is received.
Ineligible	If a 4-H member is academically ineligible for a 4-H competitive event, the agent must notify the 4-H member, their parents and the sponsoring agency, in writing – letter/email (a phone call can also be made but should be followed up with a written notification).

If county Extension faculty and schools develop and agree on procedures they deem more efficient and effective and still ensures 4-H's compliance with the Texas Education Code requirements, they should inform their District Administrator/County Extension Director of the plan to be followed.

Attachment | **F**

DECLARATION OF ELIGIBILITY FORM INSTRUCTIONS

4-H'ers should complete a separate form for each competitive event/activity in which they plan to participate. The original form should be returned to the county Extension office by the deadline established by the County Extension Office.

NOTE: Schools requiring a copy of this form should make their copy before returning it to the student.

Parent/Guardian Section:

1. Parent/Guardian will select the information requested. It is either:
    a. Academic eligibility information only. (Used to verify academic eligibility only for 4-H competitive events/activities.), or
    b. Academic eligibility information and authorization to receive an excused absence from school. (Used to verify academic eligibility as well as receive authorization to receive an excused absence. This would be used for events held during school hours such as stock shows, district, state and national 4-H contests and events, etc.)

2. Complete the date and name of the activity. (Used to notify school officials of exact dates/times a student would be participating in a [4-H] activity or representing 4-H at an event.)

3. Parent/Guardian signature is required. The signature of the parent/guardian confirms that this person is aware of the academic eligibility and excused absence requirements of the Texas Education Code.

County Extension Agent Section:

1. Extension Office will complete this section and certify the youth is a 4-H member and his/her participation in the event.

2. County Extension Agent (with adjunct faculty status) will sign the form.

School Principal/Designee Section:

1. Principal, or designee, will indicate the 4-H members eligibility status, options are:
    a. Academically eligible to participate
    b. Not academically eligible to participate

2. The principal, or designee, will indicate whether or not an excused absence will be granted.

3. The principal, or designee, will provide the date being used to determine eligibility.

4. Principal, or designee, will sign and date the form in order to be valid.

4-H family should follow instructions provided by the County Extension Office on returning form to the Extension Office by the given deadline.

Attachment | **F**

TEXAS A&M AGRILIFE EXTENSION
PRAIRIE VIEW A&M UNIVERSITY
COLLEGE OF AGRICULTURE AND HUMAN SCIENCES
Cooperative Extension Program

Texas 4-H Youth Development Program

DECLARATION OF ELIGIBILITY FORM

This form is requested in accordance with the requirement of the Texas Education Code and in cooperation with the Texas Education Agency and local school board policies.
Instructions: Complete one form per activity. The original form should be returned to the County Extension Office.

PARENT/GUARDIAN SECTION

In accordance with 4-H policy, provided by our local Extension office, I respectfully request:
(CHECK ONE)

☐ Academic eligibility information only.

☐ Academic eligibility information and authorization to receive an excused absence from school.

Date of Activity: _____ Name of Activity: _____

Signature of Parent/Guardian: _____

COUNTY EXTENSION AGENT SECTION

I hereby certify that _____ is a member of 4-H in _____ County and is scheduled to participate in this activity representing 4-H. He/she will be under the supervision of the Texas A&M Agrilife Extension Service faculty or agency's designated volunteer leader.

Date: _____ Signature: _____

SCHOOL PRINCIPAL OR DESIGNEE SECTION

ACADEMIC ELIGIBILITY (CHECK ONE)

☐ I do certify that the student is academically eligible to participate in the above-mentioned activity.

☐ I do not certify the student because he/she is **NOT** academically eligible to participate in the above-mentioned activity.

EXCUSED ABSENCE (CHECK ONE)	**EDUCATIONAL STATUS (CHECK ONE)**
☐ An excused absence will be granted	☐ Face-to-Face (on campus)
☐ An excused absence will NOT be granted.	☐ Virtual Option
☐ Does not apply	☐ Homeschooled

Date used to determine eligibility: _____

Date: _____ Signature of Principal or Designee: _____

Name of School: _____

4-H Activities/ Events for 2026-2027

Below is a list of the activities /events in which students may need to be absent during the 2026-2027 school year. Should additional activities arise, it is our intention to make the school district aware of them as soon as possible. Those in *italics* only pertain to each local school district shows in Harris County.

Sept. 10th – Sept. 19th	**West Texas Fair and Rodeo – Abilene, Texas**
Sept. 25th – Oct.18th	**State Fair of Texas – Dallas, Texas**
Oct. 8th – Oct. 18th	**Heart O' Texas Fair and Rodeo – Waco, Texas**
Jan. 15th – Feb. 6th	**Fort Worth Stock Show & Rodeo – Fort Worth, Texas**
Feb. 5th – Feb. 22nd	**San Angelo Stock Show & Rodeo – San Angelo, Texas**
Feb. 11th – Feb. 28th	**San Antonio Livestock Show & Rodeo – San Antonio, Texas**
March 2nd – March 21st	**Houston Livestock Show & Rodeo – Houston, Texas**
March 12th – March 27th	**Rodeo Austin – Austin, Texas**

(These are local show dates for 2026/2027)

Jan/Feb	***Humble Livestock Show & Rodeo (Local ISD)***
April	***Spring Tri-Club Show (Local ISD)***
April	***Channelview Livestock Show (Local ISD)***
April/May	***La Porte Livestock Show (Local ISD)***
April	***Baytown Youth Fair (Local ISD)***
June	***Crosby Fair & Rodeo (Local ISD)***

If you have any questions, please call the Harris County Extension office at 713-274-0957

Attachment | **A**

EXTRACURRICULAR STATUS REQUEST

Request for Extracurricular Status for 4-H

TEXAS A&M AGRILIFE EXTENSION

CHAMBERS COUNTY EXTENSION SERVICE

July 6, 2026

Dr. Joe Rodriguez
Goose Creek ISD
PO Box 30
Baytown, TX 77522

Dear Dr. Joe Rodriguez:

On behalf of the 4-H members of Chambers County, I/we hereby respectfully request that the 4-H organization, by the attached resolution, be sanctioned as an extracurricular activity. We request the enclosed RESOLUTION be presented for consideration at the next scheduled meeting of the Board of Trustees of the Goose Creek CISD. I/we further request that questions regarding this RESOLUTION be directed to me/us in a timely manner so that I/we may prepare and present an appropriate response so as not to delay action on this request.

Finally, I/we request that a signed copy of this RESOLUTION, along with a copy of the minutes of the Board meeting, be forwarded to me/us for my/our files.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

Megan Carter, CEA
Ag/NR & 4-H Coordinator

Attachment: Resolution for Extracurricular Status of 4-H Organization

Chambers County Extension Office
295 White Park Rd | PO Box 669
Anahuac, Texas 77514
http://texas4-h.tamu.edu I Tel.409.267.4570

Attachment | **B**

EXTRACURRICULAR STATUS REQUEST
Resolution requesting Extracurricular Status for 4-H

RESOLUTION
EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

Be it hereby resolved that upon this date, the duly elected Board of Trustees of the

Goose Creek CISD

meeting in public with a quorum present and certified,
did adopt this resolution that recognizes the

Chambers County

Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under 19TexasAdministrative Code,
Chapter 76.1, pertaining to extracurricular activities.

Participation by 4-H members under provisions of this resolution are subject to all rules and regulations set forth under the 19Texas Administrative Code as interpreted by this Board and designated officials of this school district.
A local representative of the Texas A&M AgriLife Extension Service
will request academic eligibility for all 4-H competitive activities, regardless if a school absence is or is not required, and for non-competitive purposes when an absence is required.

Approved this _____ day of _____, 20 _____.

_____ _____
Board of Trustee Superintendent

Attachment | **C**

ADJUNCT FACULTY REQUEST

Cover Letter requesting Adjunct Faculty Status

TEXAS A&M AGRILIFE EXTENSION

CHAMBERS COUNTY EXTENSION SERVICE

July 6, 2026

Dr. Joe Rodriguez
Goose Creek CISD
PO Box 30
Baytown, TX 77522

Dear Dr. Joe Rodriguez:

On behalf of the Chambers County Extension Staff, I/we hereby respectfully request approval of the attached Adjunct Faculty Agreement with the Goose Creek Consolidated Independent School District.

The State Board of Education passed an amendment to 19 TAC§129.21 U). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered "in attendance" when participating in off-campus activities with an adjunct staff member of the school district. Section 3 of the Student Attendance Handbook states:
(1) The student is participating in an activity that is approved by the local board of school trustees and is under the direction of a member of the professional or paraprofessional staff of the school district, or an adjunct staff member who:
(A) has a minimum of a bachelor's degree; and
(B) is eligible for participation in the Teacher Retirement System of Texas.

Chambers County requests the Extension personnel listed on the enclosed Adjunct Faculty Agreement be awarded adjunct faculty staff member status for the period of time indicated on the agreement. Extension personnel, as ISD adjunct faculty members, will only supervise and be responsible for Texas 4-H members of the district.
I hope Goose Creek Consolidated Independent School District will accept this request. Please let me know if you would like to schedule an appointment to discuss the amendment and request or if you need further information.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

Megan Carter, CEA
Ag/NR & 4-H Coordinator

Attachment: Resolution for Extracurricular Status of 4-H Organization

Chambers County Extension Office
295 White Park Rd. | PO Box 669
Anahuac, Texas 77514
http://texas4-h.tamu.edu I Tel 409.267.4570

Attachment | **D**

ADJUNCT FACULTY REQUEST

Adjunct Faculty Agreement

THE STATE OF TEXAS
COUNTY OF: CHAMBERS

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Goose Creek Consolidated Independent School District, hereinafter referred to as "District." A quorum having been established; the Board proceeded to consider the appointment of the herein named individual{s) as an adjunct member of the Goose Creek Consolidated Independent School District.

Upon consideration and vote of _____ in favor, _____ is hereby named as adjunct faculty member(s) of the Goose Creek Consolidated Independent School District subject to the following considerations and provisions of such appointment to wit:

1. This appointment shall commence on the ___ day of _____, 20___and remain in effect until the _____ day of _____, 20___.
2. This appointment will include the Texas A&M AgriLife Extension Service employees listed below:

NAME	TITLE	DEGREE	INSTITUTION	DATE
Megan Carter	CEA, Ag/NR & 4-H Coordinator	MS	Sam Houston University	
Corena Nikki Fitzgerald	CEA, Coastal Marine	MS	Lamar University	
Carrie Mitchell	CEA, Family & Community Health	MS	Texas A&M University	

3. Adjunct faculty member{s) will receive no compensation, salary, or remuneration from Goose Creek Consolidated Independent School District.
4. Adjunct faculty member(s) is and shall remain an employee, in good standing, of the Texas A&M Agrilife Extension Service.
5. Adjunct faculty member(s) is and shall remain under the direct supervision of either the District Extension Administrator of District 9 or Chambers County Extension Director.
6. Adjunct faculty member(s) shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefit of Texas A&M Agrilife Extension Service employees. District shall have no responsibility for any of such benefits or plans.

Adjunct faculty member(s) shall direct the activities and participation of students of the school district in sponsored and approved activities as designated from time to time by adjunct faculty members for which notice shall be given to School District administrative personnel. Adjunct faculty members' activities and participation with students of the School District are directed, supervised, and controlled by and through supervisory personnel of Texas A&M Agrilife Extension Service pursuant to the supervisory authority of the District Extension Administrator or County Extension Director. Adjunct faculty member(s) is not the employee of the School District, and School District does not nor shall not supervise, direct or control the activities and/or participation of such Chambers County Extension Agent(s) who have/has been herein designated as an adjunct faculty member.

This appointment is made by the Independent School District by and through the Board of Trustees of said district for the benefit of allowing voluntary student participation in programs conducted by the Texas A&M Agrilife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by the Texas A&M Agrilife Extension Service. This appointment is made in accordance with the provisions of Section 129.21 (j)(l) of the Texas Administrative Code authorizing the school to deem such participating students in attendance for foundation school program purposes.

This appointment of the herein named Chambers County Extension Agent(s), Megan Carter, Corena Nikki Fitzgerald, and Carrie Mitchell (Extension employee) is/are not intended nor shall be construed as a waiver of any claim or defense of sovereign or governmental immunity from liability now possessed by Goose Creek Consolidated Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this ___ day of _____, 20___.

Goose Creek Consolidated Independent School District

By: _____