

WASHINGTON COUNTY OFFICE

May 28, 2020

**MEMORANDUM TO:** Bellville Independent School District School Board  
**SUBJECT:** Adjunct Faculty Status of Washington County Extension Faculty

The State Board of Education passed an amendment to 19 TAC§129.21 (k) (1). 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:

- (4-12) The student is participating in an activity which is approved by the local board and is under the direction of a professional staff member of the school district or an adjunct staff member. This adjunct staff member must have a minimum of a bachelor’s degree and be eligible for participation in the Teacher Retirement System of Texas.
- (4-13) Students participating in any activity which is not approved by the local school board and/or without certified district personnel supervision are counted absent [see 94-12]. To qualify for funding purposes, the certified district staff member/adjunct staff member must be accompanying the students as an official of the school district for the specific purpose of supervising the students and must be approved by the school board to supervise the activity. For example, students participating in 4-H activities which are supervised solely by a County Extension Agent are reported present.

This amendment provides local school boards the opportunity to recognize county Extension agents as adjunct staff members and to count students participating in 4-H/Extension educational activities “in attendance for Foundation School Program purposes.”

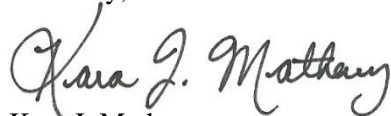
Washington County requests adjunct staff member status for the county Extension agents for the school year 2020-2021. The following faculty members are eligible for participation in the Teacher Retirement System of Texas and have a minimum of a bachelor’s degree.

<b>Allyson James</b>	Title: CEA-4-H	Degree: M.Ag.	Date: 2019	Institution: Texas A&M University
<b>Hannah Krebs</b>	Title: CEA-FCH	Degree: M.S.	Date: 2019	Institution: Oklahoma State University
<b>Kara J. Matheney</b>	Title: CEA-Ag/NR	Degree: M.S.	Date: 2009	Institution: Texas A&M University
<b>Mary Sanders</b>	Title: EA-CEP-FCH	Degree: M.Ed.	Date: 2016	Institution: Texas A&M – Kingsville

I hope that Bellville 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. Please sign the attached form and include a copy of the meeting minutes when returning the agreement to the Washington County Extension Office via electronic mail to [kjmatheney@ag.tamu.edu](mailto:kjmatheney@ag.tamu.edu) or mail at 1305 East Blue Bell Road Suite 104, Brenham, Texas 77833.

Thank you for your continued support of the Washington County Extension Program and 4-H members from your district.

Sincerely,



Kara J. Matheney  
 County Extension Agent- Agriculture/Natural Resources

Texas A&M AgriLife Extension Service  
 1305 East Blue Bell Road | Suite 104 | Brenham, Texas 77833  
 Tel. 979.277.6212 | Fax. 979.277.6223 | [Washington.agriLife.org](http://Washington.agriLife.org)

# RESOLUTION

regarding

## EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

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

### BELLVILLE ISD

---

meeting in public with a quorum present and certified did adopt this resolution that recognizes the Washington County Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under 19 Texas Administrative 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 19 Texas Administrative Code as interpreted by this Board and designated officials of this school district whose rulings shall be final.

Approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

Board of Trustees

---

Superintendent

---

Date

---

District Extension Administrator

---

Date

*Please include a copy of the meeting minutes when returning the resolution to the Washington County Texas A&M AgriLife Extension Service Office.*