

Kaufman County 4-H and Youth Development Program

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July 14, 2025

Dr. Joshua Garcia
Kaufman ISD
1000 S. Houston St.
Kaufman, Texas 75142

Dear Dr. Joshua Garcia:

Annually I request the Local Board of Trustees to review our partnership with the school districts in providing Curriculum Enrichment programs and working to support 4-H as an extracurricular activity for the 4-H members attending their respective school districts. As an educational agency, the Texas A&M AgriLife Extension Service – Kaufman County supports the Texas Education Code and academic responsibility of our student 4-H members. The dedication of Extension faculty to see that 4-H members comply with the provisions of the Texas Education Code is important to the effective adherence of the rule among our 4-H members. Academic eligibility applies to ALL 4-H events or activities (competitive or non-competitive) and all 4-H members in public, private, and/or homeschool that requires a 4-H member to be absent from school.

On behalf of the 4-H members of Kaufman County and the Kaufman County Extension Staff, I hereby respectfully request approval of the two attachments (1) Resolution for Extracurricular Status of 4-H Organization and (2) Adjunct Faculty Agreement. We request the enclosed *resolution and adjunct faculty agreement* be presented for consideration at the next scheduled meeting of the Board of Trustees of the Kaufman Independent School District. I further request that questions regarding these two attachments be directed to me in a timely manner so that I may prepare and present an appropriate response.

The State Board of Education passed an amendment to 19 TAC§129.21 (j). 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.*

Kaufman County requests the agents listed on the enclosed Adjunct Faculty Agreement be awarded adjunct staff member status for the period indicated on the agreement.

I hope Kaufman 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,

A handwritten signature in black ink, appearing to read "Carrie L. Sharp". The signature is fluid and cursive, with the first name "Carrie" written in a larger, more prominent script than the last name "Sharp".

Carrie L. Sharp, MS
County Extension Agent
4-H & Youth & Development

Enclosed: Resolution for Extracurricular Status of 4-H Organization
 Adjunct Faculty Request

ADJUNCT FACULTY REQUEST

THE STATE OF TEXAS COUNTY OF KAUFMAN

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Kaufman 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 Kaufman Independent School District.

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

1. This appointment shall commence on the _____ day of August 2025 and remain in effect until the _____ day of May 2026.
2. This appointment will include the Texas A&M AgriLife Extension Service employees listed below:

NAME	TITLE	DEGREE	INSTITUTION	DATE
Carrie L Sharp	CEA-4-H	Masters	Kansas State	December 13, 1997
Tommy Phillips	CEA-AG	Masters	Texas A&M Commerce	August 7, 2004

3. Adjunct faculty member(s) will receive no compensation, salary, or remuneration from Kaufman 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 IV or Kaufman 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 at 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 at 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 Kaufman 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)(1) 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 Kaufman County Extension Agent(s), Carrie L. Sharp, CEA-4-H and Tommy Phillips, CEA-AG (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 Kaufman Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this _____ day of _____, 2025.

Kaufman Independent School District

By: _____

RESOLUTION

EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

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

Kaufman Independent School District

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

Kaufman

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.

Texas A&M AgriLife Extension
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