



Denton County Adjunct Staff Member Status



MEMORANDUM TO: Denton Independent School District Superintendents and School Boards

FROM: Jessica Kimbro, County Extension Agent, 4-H and Youth Development Program

DATE: August 1, 2016

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) Student participating in any activity which is not approved by the local school board and/or without certified district personnel supervision are counted absent [see 4-12]. 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.

Denton County requests adjunct staff member status for the county Extension Agents for the school year 2016-2017. The following faculties are eligible for participation in the Teacher Retirement System of Texas and have a minimum of a bachelor's degree.

Name: **Jessica Kimbro** Title: County Extension Agent Degree: M.S. in Agriculture Consumer Resources Date: 2013 Institution: Tarleton State University

Name: **Janet Laminack** Title: County Extension Agent Degree: M.Ed. Date: 2005 Institution: Texas A&M University

Name: **Courtney Davis** Title: County Extension Agent Degree: M.S. in Adult Education Date: 2009 Institution: Texas A&M University-Texarkana

Name: **David Annis Jr.** Title: County Extension Agent Degree: M.S. in Agriculture Date: 1996 Institution: Arkansas State University

I hope the **Denton 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.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jessica Kimbro".

Jessica Kimbro
County Extension Agent
4-H and Youth Development



Jessica Kimbro,
County Extension Agent
4-H and Youth Development
Joseph A. Carroll Administration Building
401 W. Hickory Street, Suite 125
Denton, Texas 76201-9026
August 1, 2016

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ADJUNCT FACULTY AGREEMENT

THE STATE OF TEXAS
COUNTY OF DENTON

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Denton 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 as an adjunct member of the Denton Independent School District. Upon consideration and vote in favor of

Jessica Kimbro, County Extension Agent, 4-H and Youth Development
Janet Laminack, County Extension Agent, Horticulture
David Annis Jr., County Extension Agent, Agriculture and Natural Resources
Courtney Davis, County Extension Agent Family and Consumer Science

are hereby named as adjunct faculty member of the Denton Independent School District subject to the following considerations and provisions of such appointment to wit:

1. This appointment shall commence on the _____ day of _____ and end on the day _____ of _____, being the end of the 2016-2017 academic year.
2. Adjunct faculty member will receive no compensation, salary, or remuneration from Denton Independent School District.
3. Adjunct faculty member is and shall remain an employee, in good standing, of the Texas AgriLife Extension Service.
4. **Adjunct faculty member shall be under the direct supervision of Hurley Miller, District Extension Administrator of District IV.**
5. Adjunct faculty member shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefit of Texas AgriLife Extension Service employees. **District shall have no responsibility for any of such benefits or plans.**

Adjunct faculty member 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 AgriLife Extension Service pursuant to the supervisory authority of the District Extension Administrator or County Extension Director. Adjunct faculty member 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 Denton County Extension Agent(s) who have/has been herein designated as an adjunct faculty member.

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The State of Texas
County of Denton
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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 AgriLife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by the Texas AgriLife Extension Service. This appointment is made in accordance with the provisions of Section 129.21 (k) (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 Denton County Extension Agent(s) Texas AgriLife Extension Service 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 Denton Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this _____ day of _____, 2016.

_____ Independent School District

BY: _____

Its: _____

Adjunct Faculty Appointment Accepted By:

_____	Jessica Kimbro, County Extension Agent
_____	Janet Laminack, County Extension Agent
_____	David Annis Jr., County Extension Agent
_____	Courtney Davis, County Extension Agent

Approved:

_____	Hurley Miller, District Extension Agent, District IV Texas A&M AgriLife Extension Service
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