

**TEXAS A&M**  
**AGRI LIFE**  
**EXTENSION**  
Galveston County Office

4102-B Main Street (FM 519)  
La Marque, TX 77568  
Tel. 281-309-5058

June 3, 2021

Dr. Jerry Gibson, Superintendent  
Galveston Independent School District  
P.O. Box 660  
Galveston, Texas 77553

Dear Dr. Jerry Gibson:

On behalf of the 4-H members of Galveston County, we hereby respectfully request that the 4-H organization by the attached resolution, be sanctioned as an extracurricular activity. The enclosed RESOLUTION and Adjunct Faculty Agreement should be presented for consideration at the next scheduled meeting of the Board of Trustees of the Galveston Independent School District.

We further request that questions regarding this RESOLUTION be directed to me in a timely manner so that we may prepare and present an appropriate response so as not to delay action on this request. Finally, we request that a signed copy of this RESOLUTION along with a copy of the minutes of the September Board meeting be forwarded to me for our files.

Thank you and members of your Board of Trustees for your consideration of this request. Please let me know if you would like to schedule an appointment to discuss any possible amendments and requests, or if you need further information.

Sincerely,



Brittany Allen  
Galveston County Extension Agent - 4-H and Youth Development  
Galveston County, Texas

Enclosures: MEMORANDUM  
ADJUNCT FACULTY AGREEMENT  
RESOLUTION  
(Regarding EXTRACURRICULAR STATUS OF 4-H ORGANIZATION)

The members of Texas A&M AgriLife will provide equal opportunities in programs and activities, education, and employment to all persons regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity and will strive to achieve full and equal employment opportunity throughout Texas A&M AgriLife.

MEMORANDUM

TO : SAC, [illegible]  
FROM : [illegible]  
SUBJECT: [illegible]

Date: [illegible]  
Time: [illegible]

1. [illegible]

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June 3, 2021

**MEMORANDUM TO:** Board of Trustees  
Galveston Independent School District

**SUBJECT:** Adjunct Faculty Status of Galveston County Extension Agents

**PURPOSE:** To secure adjunct faculty status of County Extension Agents and designation of 4-H as a recognized extracurricular activity.

**ACTION NEEDED:** A) Passing Adjunct Faculty Agreement;  
B) Adoption of Resolution;  
C) Return copies of these two signed documents to Galveston County Extension Office;  
D) Copy of board meeting minutes.

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

- (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 Service 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."

Galveston County requests adjunct staff member status for the county Extension agents for the school year 2021-2022. The following faculty are eligible for participation in the Teacher Retirement System of Texas and have a minimum of a bachelor's degree.

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Julie K. Massey	Title: CEA-Marine	Degree: M.S.	Date: 5/84	Institution: Texas A&M University
Brittany Allen	Title: CEA-4-H	Degree: M.S.	Date: 5/17	Institution: Texas Tech University
Jymann Davis	Title: CEA-FCS	Degree: M.S.	Date: 12/98	Institution: Texas Woman's University
William M. Johnson	Title: CEA-Horticulture	Degree: PhD.	Date: 8/76	Institution: Oklahoma State University
Phoenix Rogers	Title: CEA-Agriculture	Degree: M.S.	Date: 5/03	Institution: Washington State University

I hope that Galveston Independent School District will present this information at the next Board meeting and 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,



Brittany Allen  
County Extension Agent  
4-H and Youth Development  
Galveston County

Attachments: ADJUNCT FACULTY AGREEMENT  
RESOLUTION  
(Regarding EXTRACURRICULAR STATUS OF 4-H ORGANIZATION)

# ADJUNCT FACULTY AGREEMENT

THE STATE OF TEXAS  
COUNTY OF GALVESTON

On this date, at regularly scheduled and posted meeting, came the Board of Trustees of the Galveston 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 faculty member of the Galveston Independent School District.

Upon consideration and vote of the Galveston Independent School District Board of Trustees in favor of the Galveston County Extension Agents are hereby named as adjunct faculty member of the Galveston Independent School District subject to the following conditions and provisions of such appointment, to wit:

1. This appointment shall commence on the 23<sup>rd</sup> day of August, 2021 and end on the 26<sup>th</sup> day of May, 2022, being the end of the 2021-2022 academic year.
2. Adjunct faculty member will receive no compensation, salary, or remuneration from Galveston Independent School District.
3. Adjunct faculty member is and shall remain an employee, in good standing, of the Texas A&M AgriLife Extension Service.
4. Adjunct faculty member shall be under the direct supervision of either the District Extension Director of District 9, Texas A&M AgriLife Extension Service District, or Galveston County Extension Director.
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 A&M AgriLife Extension Service employees. District shall have no responsibility for any of such benefits or plans.
6. Adjunct Faculty member shall be subject to a criminal background check by the Galveston Independent School District.

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 member 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 the Texas A&M AgriLife Extension Service pursuant to the supervisory authority of the District Extension Director or County Extension Director. Adjunct faculty member is not the employee of School District, and School District does not nor shall not supervise, direct or control the activities, and/or participation of such Galveston County Extension Agents who has been herein designated as an adjunct faculty member.

This appointment is made by Galveston 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 (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 Galveston County Extension Agents (Texas A&M AgriLife Extension Service employees) 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 Galveston Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Galveston Independent School District

\_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Printed)

Its: \_\_\_\_\_

Adjunct Faculty Appointment Accepted By:

\_\_\_\_\_  
Galveston County Extension Agent

Approved:

\_\_\_\_\_  
Texas A&M AgriLife Extension Service

**RESOLUTION**  
**Regarding**  
**EXTRACURRICULAR STATUS OF 4-H ORGANIZATION**

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

**Galveston Independent School District**

meeting in public with a quorum present and certified did adopt this resolution that recognizes the Galveston 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 is subject to all rules and regulations set forth under the 19 Texas Administrative Codes as interpreted by this Board and designated officials of his school district whose rulings shall be final.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
(For Board of Trustees)

\_\_\_\_\_  
(Superintendent)