

Office of San Patricio County Agents

Cheryl Handy, CEA-4-H
Bobby McCool, CEA-AG/NR
Norma Muñoz, CEA-FCH
219 N. Vineyard, Sinton, TX
361-587-3400-office - 361-364-6237-fax
sanpatricio.agrilife.org



July 9, 2026

Dr. Michelle Cavazos, Superintendent
Gregory-Portland Independent School District
1200 Broadway Blvd.
Portland, Texas 78374

Dear Superintendent Cavazos:

On behalf of the San Patricio County Extension Staff, we hereby respectfully request approval of the attached Adjunct Faculty Agreement with the Gregory-Portland 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.

San Patricio County requests the Extension personnel listed on the enclosed Adjunct Faculty Agreement be awarded adjunct 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.

We hope Gregory-Portland Independent School District will accept this request. Please let us know if you would like to schedule an appointment to discuss the agreement 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 blue ink that reads "Cheryl Handy".

Cheryl Handy
County Extension Agent
4-H & Youth Development
San Patricio County
cheryl.handy@ag.tamu.edu

A handwritten signature in blue ink that reads "Bobby R. McCool".

Bobby McCool
County Extension Agent
Agriculture & Natural Resources
San Patricio County
bobby.mccool@ag.tamu.edu

A handwritten signature in blue ink that reads "Norma Muñoz".

Norma Muñoz
County Extension Agent
Family & Community Health
San Patricio County
norma.munoz@ag.tamu.edu

CH:BM:NM:vgd

Enclosure: Adjunct Faculty Agreement

Office of San Patricio County Agents

Cheryl Handy, CEA-4-H
Bobby McCool, CEA-AG/NR
Norma Muñoz, CEA-FCJ
219 N. Vineyard, Sinton, TX
361-587-3400-office
361-364-6237-fax
sanpatricio.agrilife.org



ADJUNCT FACULTY AGREEMENT

**THE STATE OF TEXAS
COUNTY OF SAN PATRICIO**

On this date, at a regularly scheduled and posted meeting, came the Board of Trustee of the Gregory-Portland Independent School District, hereinafter referred to as "District." A quorum having been established; the Board proceeded to consider the appointment of the herein named individuals as adjunct faculty members of the Gregory-Portland Independent School District.

Upon consideration and vote of _____ in favor, Cheryl Handy, County Extension Agent-4-H & Youth Development, Bobby McCool, County Extension Agent-Agriculture and Natural Resources and Norma Muñoz, County Extension Agent-Family and Community Health are hereby named as adjunct faculty members of the Gregory-Portland Independent School District subject to the following considerations and provisions of such appointment to wit:

1. This appointment shall commence on the _____ day of _____, 2026 and remain in effect until the day _____ of _____, 2027.
2. This appointment will include the Texas A&M AgriLife Extension Service employees listed below:

Name	Title	Degree	Institution	Date
Cheryl Handy	CEA-4-H & Youth	MS - Agriculture Science	Texas A&M University-Kingsville	2013
Bobby R. McCool	CEA-AG/NR	MS - Agriculture Science	Texas A&M University-Kingsville	2015
Norma Muñoz	CEA-FCH	MS - Agriculture Science	Texas A&M-University-Kingsville	2016

3. Adjunct faculty members will receive no compensation, salary, or remuneration from Gregory-Portland Independent School District.
4. Adjunct faculty members are and shall remain employees, in good standing, of Texas A&M AgriLife Extension Service.
5. Adjunct faculty members shall be under the direct supervision of the District Extension Administrator of District 11, Texas A&M AgriLife Extension Service.
6. Adjunct faculty members shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefits of Texas A&M AgriLife Extension Service employees. District shall have no responsibility for any such benefits or plans.

Adjunct faculty members 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 the Texas A&M AgriLife Extension Service pursuant to the supervisory authority of the District Extension Administrator. Adjunct faculty members are not the employees of School District, and School District does not nor shall not supervise, direct, or control the activities and/or participation of such San Patricio County Extension Agents who has been herein designated as adjunct faculty members.

The appointment is made by Gregory-Portland 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 Texas A&M AgriLife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by 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 San Patricio County Extension Agents, Cheryl Handy, County Extension Agent-4-H & Youth Development, Bobby McCool, County Extension Agent-Agriculture and Natural Resources and Norma Muñoz, County Extension Agent-Family and Community Health 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 Gregory-Portland Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this _____ day of _____, 2026.

Gregory-Portland Independent School District

Signature

Printed Name

Title

Office of San Patricio County Agents

Cheryl Handy, CEA-4-H
Bobby McCool, CEA-AG/NR
Norma Muñoz, CEA-FCH
219 N. Vineyard, Sinton, TX
361-587-3400-office / 361-364-6237-fax
sanpatricio.agrilife.org



July 9, 2026

Dr. Michelle Cavazos, Superintendent
Gregory-Portland Independent School District
1200 Broadway Blvd.
Portland, Texas 78374

Dear Superintendent Cavazos:

On behalf of the 4-H members of San Patricio County, 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 Gregory-Portland Independent School District. We further request that questions regarding this RESOLUTION be directed to our office 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 be forwarded to us for our files.

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

Sincerely,

A handwritten signature in blue ink that reads "Cheryl Handy".

Cheryl Handy
County Extension Agent
4-H & Youth Development
San Patricio County
cheryl.handy@ag.tamu.edu

A handwritten signature in blue ink that reads "Bobby R. McCool".

Bobby McCool
County Extension Agent
Agriculture & Natural Resources
San Patricio County
bobby.mccool@ag.tamu.edu

A handwritten signature in blue ink that reads "Norma Muñoz".

Norma Muñoz
County Extension Agent
Family & Community Health
San Patricio County
norma.munoz@ag.tamu.edu

CH:BM:NM:vgd

Enclosure: Resolution for Extracurricular Status of 4-H Organization

Office of San Patricio County Agents

Cheryl Handy, CEA-4-H
Bobby McCool, CEA-AG/NR
Norma Muñoz, CEA-FCH
219 N. Vineyard, Sinton, TX
361-587-3400-office
361-364-6237-fax
sanpatricio.agrilife.org



RESOLUTION

EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

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

Gregory-Portland Independent School District

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

San Patricio County

Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under
19Texas 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
19Texas Administrative Code as interpreted by this Board and designated officials of this school district.

A local representative of 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 _____, 2026.

Board of Trustee

Superintendent