

EXTRACURRICULAR STATUS REQUEST

SAMPLE LETTER: Request for Extracurricular Status for 4-H

ANYWHERE COUNTY EXTENSION SERVICE

Date

*Superintendent's Name**Name of School District**School District Address**School District City, State, Zip*Dear *(Name of Superintendent)*:

On behalf of the 4-H members of _____ County, I/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 *(name of school district)*. I/we further request that questions regarding this RESOLUTION be directed to me/us in a timely manner so that I/we may prepare and present an appropriate response so as not to delay action on this request.

Finally, I/we request that a signed copy of this RESOLUTION, along with a copy of the minutes of the Board meeting, be forwarded to me/us for my/our files.

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

Sincerely,

County Extension Agent's Name
Title

Attachment: Resolution for Extracurricular Status of 4-H Organization

Any County Extension Office
123 Main Street | Anytown, Texas 12345
<http://texas4-h.tamu.edu> | Tel. 123.456.7890 | Fax. 987.654.3210

EXTRACURRICULAR STATUS REQUEST

SAMPLE RESOLUTION: Resolution requesting Extracurricular Status for 4-H

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

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

_____ (Complete name of school district)

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

_____ (Name of County)

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