Adoption of Budget

The extension district governing body and the area extension director meet to adopt the annual budget for the district's educational programs.

Taxing Authority

The governing body may make an annual levy upon all the taxable tangible property of the extension district.

Kansas State University Policy

The director of K-State Research and Extension has adopted policies related to funding, staffing, personnel educational requirements, and the organizational structure of extension councils and districts. An operational agreement and memorandum of understanding is developed with each district.

Staffing Plan

The area extension director and district governing body develop a staffing plan to meet the district's educational needs for agriculture, families, youth, and communities.

Withdrawing From a District

A county may withdraw from an extension district by a majority vote of the board of county commissioners, the district's governing body, and approval of the director of K-State Research and Extension.

Summary

Increased efficiency and effectiveness were major forces when the 1991 Kansas Legislature passed the extension district act. The merger of county extension councils can result in increased efficiency of resources and greater effectiveness of personnel through specialization, resulting in higher quality educational programming for Kansas citizens.

Kansas State University
Agricultural Experiment Station
and Cooperative Extension Service

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K-State Research and Extension is an equal opportunity provider and employer. Issued in furtherance of Cooperative Extension Work, Acts of May 8 and June 30, 1914, as amended. Kansas State University, County Extension Councils, Extension Districts, and United States Department of Agriculture Cooperating, Fred A. Cholick, Director.

Forming an Extension District

Kansas State University
Agricultural Experiment Station
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Forming Extension Districts in Kansas

In 1991, the Kansas Legislature passed an act permitting two or more county extension councils to form an extension district.

In 1994, Lincoln and Mitchell county extension councils organized Post Rock, the state's first district. In 1997, Lane, Ness, and Rush counties formed the Walnut Creek District. Ottawa and Saline counties formed the state's third district, Central Kansas, in 2004. Clay, Cloud, Republic, and Washington counties formed the River Valley District in 2005. In that same year, Jewell and Osborne counties joined the existing Post Rock District, and Phillips and Rooks counties formed the Phillips-Rooks District. Meadowlark became the seventh district in 2006, with Jackson, Jefferson, and Nemaha councils joining together.

Establishing a District

Two or more county extension councils may establish a district by entering into an operational agreement to combine programs. Each county commission and extension council, as well as the director of K-State Research and Extension, must approve the agreement. County extension councils may join existing districts by following the same agreement and approval process.

The extension district constitutes a corporate body. It possesses the usual powers of a corporation for public purposes. When an extension district is formed, the director of K-State Research and Extension will approve a district name, and the counties within the district will be listed. As a taxing subdivision, the district has the power to contract and to acquire, hold, and convey real and personal property.

The agreement entered into by the parties in forming the extension district must be submitted to the state attorney general for approval. The district becomes operational on July 1 after approval of the attorney general.

Resolution

Each county commission within the proposed district must adopt a resolution stating their intent to approve the agreement to form an extension district. The resolution must be published once each week for two consecutive weeks in each official county newspaper.

If, within 60 days, a petition in opposition is signed by at least 5 percent of the county's qualified electors and filed with the county election officer, the board of commissioners may not approve the agreement until it is approved by a majority of qualified electors at a primary, general, or special election.

Composition of District Governing Body

The governing body of each extension district consists of four representatives from each county. To create the first governing body, each county commission appoints four members. Thereafter, district governing body members are elected in April of each odd year for four-year terms. Each county's election officer conducts the election of its four members. The district governing body is responsible for appointing members to fill the unexpired term for any vacancy that may occur.

The district governing body organizes annually in July by electing from among its members a chairperson, vice-chairperson, secretary, and treasurer.

Appointment of Program Development Committee

The governing body is responsible for planning and conducting the district's educational program. The governing body appoints program development committees to plan educational programs based on extension work in agricultural pursuits, in family and consumer sciences work, in 4-H youth development work, and in economic development initiatives. Each program development committee consists of at least six members from each county. An elected member of the governing body serves as chair of each program development committee.