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4-13-1944

## Co- Operative Extension Work - April 1944

Prairie View A&M University

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**COOPERATIVE EXTENSION WORK  
IN AGRICULTURE AND  
HOME ECONOMICS**

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE  
COUNTY AGENT WORK

Prairie View, Texas  
April 13, 1944

TO ALL NEGRO COUNTY HOME DEMONSTRATION AGENTS

Dear Agent:

You have possibly received an announcement of the approaching meeting of the Home Agents All Club at Palestine, Texas on April 21-22.

If you can possible arrange to attend this meeting, and desire to do so, it will be necessary to request Saturday, April 22nd as special out-of-county leave from your District Agent immediately. Such a request implies that all necessary preparation is made so that home demonstration work will not suffer because of your absence, and a provision has been made for making up the time spent out-of-county.

In the event that your county is not observing San Jacinto Day, April 21st, then you should request two (2) days special leave.

Very truly yours,



(Mrs.) I. W. Rowan  
Supervising Home Demonstration Agent

IWR:sh

Prairie View, Texas  
April 4, 1944

Mrs. I. F. Rowan  
Supervising Home Demonstration Agent  
Campus

Dear Mrs. Rowan:

I am herewith requesting April 20-22 as  
Spring Recess.

Thanking you for any consideration,

I am

Very truly yours,

Mrs. Pauline R. M. Brown  
District Agent

prmb-h

Prairie View, Texas  
April 7, 1944

Mrs. I. W. Rowan  
Supervising Home Demonstration Agent  
Campus

Dear Mrs. Rowan:

I have been seriously studying the matter you and I discussed concerning the transferring of Mrs. Ruby O. Abernethy to Waller County and I have been looking at it from other angles.

The first thing is that I do not want any lapse of time between the time Mrs. Hill leaves and the appointment of another agent in Waller County. I believe we are going to get that raise in salary we are working on.

With the difficulty we are having trying to find competent people to work at the salaries we offer, I think we need to consider the desires of our workers, and try to keep them happy and satisfied, as much as possible.

I am thinking of Mrs. Abernethy's expressed desire to work in Waller County at least twice.

Mrs. Muckelroy has been to see me twice. I told her that it was against our rules to put an agent in her home county.

She made application for a job just the same. Now, there is a woman who wants to work. I do not think we can afford to refuse workers at this time.

In considering the two persons, I believe we will keep Mrs. Abernethy longer if we would consider her desire favorably.

Realizing that we do have some agents working in their home counties, I am willing to accept Mrs. Abernethy as the agent in Waller County, effective May 1st. I feel that she should be given the preference because of her previous service. I want to offer you Mrs. Muckelroy for Austin County if you so desire.

I am afraid that I won't find another person before May 1st.

**COOPERATIVE EXTENSION WORK  
IN AGRICULTURE AND  
HOME ECONOMICS**

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

**STATE OF TEXAS**

Box 649  
Navasota, Texas  
April, 18, 1944

**EXTENSION SERVICE  
COUNTY AGENT WORK**

Mrs. I.W.Rowan  
Supervising Home Dem.Agent  
Prairie View College  
Prairie View, Texas

Dear Mrs. Rowan:

I will not be attending the meeting Planned for Home Agents' in Palestine ,Texas April 21, and 22. I have some Home demonstration club meetings and a County -Wide Training meeting scheduled for the 21st arrangements can not be made for another date.

Yours truly

*Carrie Jenkins*  
Carrie Jenkins  
N.Home Dem.Agent.

**COOPERATIVE EXTENSION WORK  
IN AGRICULTURE AND  
HOME ECONOMICS**

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE  
COUNTY AGENT WORK

Prairie View, Texas  
April 18, 1944

MEMORANDUM

TO: Home Demonstration Staff Members  
Prairie View College

When requesting leaves of absence, kindly submit requests ten (10) days in advance to allow for clearance through the A. and M. office.

I am

Very truly yours,



(Mrs.) I. W. Rowan  
Supervising Home Demonstration Agent

IWR:sh



*Mrs. Rowan*

# COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE  
COUNTY AGENT WORK

Prairie View, Texas  
April 24, 1944

TO COUNTY HOME DEMONSTRATION AGENTS

Re: Special 4-H Poultry Plan

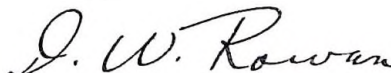
Dear Agent:

Two copies of form "Information on Poultry Plan, 1944" are enclosed. Please keep one for your files - the other is for this office.

In addition to the information requested on the form, please add: "date on which baby chicks were received and delivered", and "breed or breeds".

In the event that you have or will receive the baby chicks before you mail your April monthly report, please attach this form to the second copy of your April monthly report. If the chicks are received after April 29th you may send the forms, with a letter of transmittal, as soon as chicks are received and delivered.

Very truly yours,



(Mrs.) I. W. Rowan  
Supervising Home Demonstration Agent

IWR:sh  
Enclosures  
Copy to District Agents

# COOPERATIVE EXTENSION WORK

## IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE  
COUNTY AGENT WORK

Prairie View, Texas  
April 24, 1944

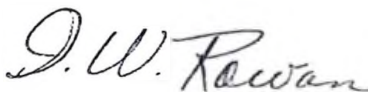
TO NEGRO EMERGENCY WAR FOOD ASSISTANTS

Just as we encourage county home demonstration agents to report all of their official travel on their monthly expense accounts, I want to ask that you include all of your official travel. It will be helpful to us in knowing the total number of miles traveled officially, and will serve as a guide in our judging the adequacy of our monthly expense allotments.

I hope your work is developing to the point that you are beginning to feel some of the satisfactions which good results bring.

With good wishes for your work, I am

Very truly yours,



(Mrs.) I. W. Rowan  
Supervising Home Demonstration Agent

IWR:h  
Copy to District Agents



**COOPERATIVE EXTENSION WORK  
IN AGRICULTURE AND  
HOME ECONOMICS**

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE  
COUNTY AGENT WORK

COLLEGE STATION, TEXAS

April 26, 1944

Arverta Frazier  
Negro County Home Demonstration Agent  
Tyler, Texas

Dear Agent:

We do not have a record of receiving a monthly  
travel expense claim from you for:

March

If official mileage was incurred during the  
period shown for which you will have a claim,  
we will thank you to submit an account as soon  
as possible. Should you not have a claim for  
the above period please sign this memorandum in  
the space provided and return it for our records.

Yours very truly,



D. L. Weddington  
Executive Assistant

Official mileage was not incurred during the period  
indicated above and I will have no claim to submit.

Signed: \_\_\_\_\_

DLW:HD:v  
cc: Dr. E. B. Evans  
Mrs. Iola W. Rowan

# COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE  
COUNTY AGENT WORK

Prairie View, Texas  
April 26, 1944

TO ALL NEGRO COUNTY HOME DEMONSTRATION AGENTS  
AND EMERGENCY WAR FOOD ASSISTANTS

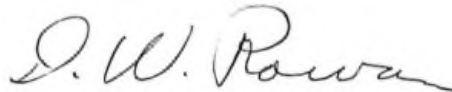
Dear Agent:

In your letter of April 8th from Miss Mildred Horton, paragraph 4 gives information on, "Manual For Other Professional Workers". The material referred to in this paragraph is being supplied through the office of the white home demonstration agent.

The white agent will appreciate your cooperation in getting manuals into the hands of the Negro Professional Workers in your county.

We are expecting you to render the assistance needed in this connection.

Very truly yours,



(Mrs.) I. W. Rowan  
Supervising Home Demonstration Agent

IWR:sh

P. S. It is very important that you know the contents of the letters of April 8th and 10th from Miss Mildred Horton.

I.W.R.

**COOPERATIVE EXTENSION WORK**  
**IN AGRICULTURE AND**  
**HOME ECONOMICS**

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS  
AND UNITED STATES DEPARTMENT OF  
AGRICULTURE COOPERATING

STATE OF TEXAS  
Prairie View, Texas  
April 27, 1944

EXTENSION SERVICE  
COUNTY AGENT WORK

TO ALL NEGRO COUNTY HOME DEMONSTRATION AGENTS

Re: Ration Points

Dear Agent:

We are reminding you again that only 10 points for fats, 5 points for processed food, and  $\frac{1}{2}$  pound of sugar are allowed per demonstration. I believe this will be enough to do all you will desire and need to complete our plans. You realize that most fats are point free now and all gardens will soon be full of fresh vegetables.

Most likely your big problem will be sugar for the preservation of fruits. There is a regulation concerning the use of sugar for this purpose. Re-read it when filling an application or using the sugar you have on hand for demonstration purposes.

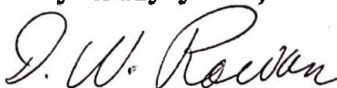
I quote, from a letter from Miss Bess Edwards: "The present use of sugar for making alcohol for war purposes, together with inadequate refining facilities and other conditions, makes it important to economize the sugar supply. O.P.A. has stipulated that sugar granted for food demonstrations must not be used in demonstration fruit canning or other methods of fruit preservation. This is because products put up with sugar in such demonstrations normally become the property of some individual. It is therefore suggested that demonstrations be planned so that finished products preserved with sugar become the property of persons who provide the sugar."

Do not forget to keep an accurate record of how you use fats, sugar, and processed foods so our records and reports at the end of the quarter will furnish a true picture. We should continue to have the privilege of a rationing account.

With best wishes for a successful preservation season,

I am

Very truly yours,



(Mrs.) I. W. Rowan

Supervising Home Demonstration Agent

ITR:sh

Copy to Home Demonstration Staff Members,  
Prairie View College