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Co-Operative Extension Work - September 1944

Prairie View State College

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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

COLLEGE STATION, TEXAS

September 11, 1944

Mrs. I. W. Rowan
District Agent
Prairie View, Texas

Dear Mrs. Rowan:

Last Saturday Miss Hearn and I discussed the matter of our upholstering training schools for the Negro county home demonstration agents.

According to our conversation last fall, I have been saving some time for this in October. Would it suit you to have these meetings on the 16th and 17th, the 19th and 20th, and the 23rd and 24th of October. I realize that you are having some other meetings earlier in the month and it may be too much to have the agents come out for an additional meeting. Is this in true, let me know immediately so that I can make other plans for October. If we cannot do this in October, then I will try to make other plans, but I cannot give you any definite information along this line right now. I might be able to arrange some other dates but they would not be all at one time.

Where would you like to have these meetings if these dates are satisfactory with you? I will wind up a meeting at Longview on the 14th of October and of course if your schedule could be arranged so that I could go to the nearest place for the 16th and 17th, it would be better, although I can make my plans to go anywhere you plan after the 14th.

It is hard to supervise a large group for this work and I believe we would get better results if we limit the number who will attend. Miss Hearn and I were of the opinion that it would be better to limit our number to eight at each place, including the district agent in the eight, and select this eight on the basis of those who will be needing it soon and those who are most apt in this kind of work so that they might help others. I would like for each one of your district agents to do the same work that the agents do so that you will be in position to help any agents who may need instructions.

In case we have these in October, will it be necessary for me to order the stool frames for you, or could you get them made by someone there at Prairie View, or could each agent get her own made. Let me know about this immediately as it is getting a little difficult to arrange for making these. You will recall when I sent you the one you have that I did not know how much it would cost and I told you just to wait until I got the bill. Since then I find that he charged \$2.00. The ones I am getting now are \$1.50, but they do not have the walnut legs as he cannot get the walnut any more. He makes the legs of oak.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS
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AGRICULTURE COOPERATING

STATE OF TEXAS
COLLEGE STATION, TEXAS

EXTENSION SERVICE
COUNTY AGENT WORK

-2-

I hope that this will reach you at headquarters and that I may hear from you immediately.

Very truly yours,

/s/
Mrs. Bernice Claytor
Extension Specialist in
Home Improvement

BC:w1

COOPERATIVE

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

September 13, 1944

Mrs. Iola W. Rowan
District Agent
Prairie View, Texas

Dear Mrs. Rowan:

In consulting my October itinerary I am thinking about the work with your agents. As I understand it, my work with you will be as follows:

October 10 - Palestine, 1:30 to 5 p.m.
October 11 - Crockett, 1:30 to 5 p.m.
October 13 - Marlin, 1:30 to 5 p.m.

I am wondering what success you have had in getting places to hold these meetings. As you know, folks learn much more readily and much more pleasantly if they can work outdoors with plants or can work at a home, either a farm or town, and help the family plan it. If we are going to plan a home, it will be necessary to have a place where we can work. If no home can be secured then maybe we will be able to visit a well improved landscape and help the agents to learn something about design, selection of plant material, and care of it. If your agents are new in the county, perhaps the other agents would be able to help. At Palestine, Miss Susie Erabham will be able to give some valuable assistance; at Marlin, Miss Cora Kirkham would help your agent to secure a proper place. I am not sure about the agent at Crockett. I think she is new there although she has had experience.

I expect to arrive at each destination late in the afternoon before and shall be glad to use part of that afternoon or part of the next morning to check arrangements. I like to visit the place where we are going to work and study possibilities before giving a demonstration to agents.

I am looking forward to working with you. I shall be glad to have any advanced information you may have on the arrangements for these meetings.

Yours very truly,
/s/

Sadie Hatfield
Extension Specialist in
Landscape Gardening

SH:h

**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

Prairie View, Texas

September 18, 1944

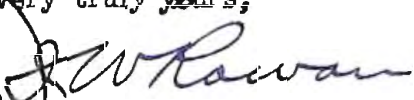
Miss Sadie Hatfield
Extension Specialist in
Landscape Gardening
College Station, Texas

Dear Miss Hatfield:

Your letter of September 13th has been received. I am transmitting the information to the district agents and to the local agents who will serve as hostesses in connection with the district meetings.

I am sure that I will be in position to give you definite information regarding the place and certain information regarding possible work.

Very truly yours,


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

iwr/sh
cc - Dr. E. B. Evans ✓



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STATE OF TEXAS

EXTENSION SERVICE
COUNTY AGENT WORK

COLLEGE STATION, TEXAS

Prairie View, Texas
September 18, 1944


Miss Maurine Hearn
Vice Director and
State Home Demonstration Agent
College Station, Texas

Dear Miss Hearn:

We would like to have Mrs. Bernice Claytor assist our group at Prairie View College with Chair Seating at sometime during the period October 4-7.

We worked with the county agents during the three Chair Seating Schools that she conducted last fall, but feel that we need a review in order to be able to help more of the agents to carry on this work.

Very truly yours,


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

iw/sh
cc - Dr. E. B. Evans ✓



FORM D-217

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS
AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS AND UNITED
STATES DEPARTMENT OF AGRICULTURE COOPERATING

Extension Service

County Agent Work

REQUEST FOR AUTHORITY TO MAKE AN OFFICIAL TRIP IN THE INTEREST OF
EXTENSION WORK OUT OF OFFICIAL COUNTY TO WHICH ASSIGNED

To: T. A. Hayes District Agent, Prairie View

I hereby request authority to make an official trip in the interest of
Extension Work outside of my official county under the following
conditions:

PERIOD

Beginning on or about: October 12

Ending on or about: October 14

Purpose of trip: To attend an extension Agents Conference

Mode of travel (state whether by personal auto, train, bus, etc.):

Personal Automobile

The above travel will be included in my regular monthly travel expense
claim to become a part thereof constituting a charge against my regular
monthly travel allotment to the extent that such can be paid.

Respectfully submitted: C. L. Redus Date: September 29, 1944

Official County: Milam Title: Negro Co. Agri. Agent

Recommended: _____ Date: _____
District Agent

Approved: _____ Date: _____
State Leader, Negro Extension Work

REQUEST MUST BE SUBMITTED AND APPROVED PRIOR TO DATE THE TRIP IS
DESIGNATED.

A T T A C H T H I S A U T H O R I T Y T O Y O U R T R A V E L
C L A I M

Additional Forms May Be Secured from the Prairie View Office.