Forming an Extension District

Presenter's Guide

Objectives

Board members will have a clear understanding of the following points:

- issues to consider when districting
- what characterizes a desirable district
- expectations for forming a district
- the basic administrative process behind districting

Resources Needed

- PowerPoint presentation *"Forming an Extension District"*
- *"What Districting Means to Us"* discussion worksheet
- *"What Districting Means to Us"* worksheet example
- *Programming Chart*
- *"Forming an Extension District"* brochure
- *Proposed Timeline for Forming an Extension District*
- *"Are We Ready to District?"* handout

Lesson Content Outline

(1) Open with a brief discussion regarding the benefits and concerns of districting. Using the *"What Districting Means to Us"* discussion worksheet, have board members list what they see to be both the benefits and concerns of districting. Referring to the worksheet's accompanying *example*, help board members establish a comprehensive list. Include all issues board members suggest, but be sure all items that appear on the accompanying example are addressed as well.

(2) Show the PowerPoint presentation *"Forming an Extension District"* to answer the following questions:

- Why district? (For more information, see *"Kansas Counties Consider Extension 'Districting' Option"* news release.)
- What do you need to district?
- How do you know if you are ready to district?
- What are your resources?

(3) Close the presentation by handing out the *"Forming an Extension District"* brochure, as well as *"Proposed Timeline for Forming an Extension District"* and the *"Are We Ready to District?"* handout.

For More Information

- *"Kansas Counties Consider Extension 'Districting' Option"* news release
- Examples from K-State Research and Extension Meadowlark District's districting experience:
  - *Meadowlark District Progress Report*
  - *K-State Research and Extension Meadowlark District Operational Agreement*
  - *Meadowlark District's July 2006 newsletter*
- *Administrative Actions Associated with Creating a New Extension District*
- *Recommended Marketing Tactics for Extension Districts* handout