

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

DATE: November		NAME: Steve Sturtz		
CURRENT MONTHS CONTACTS				
TELEPHONE	OFFICE	SITE CONTACTS	NEWS ARTICLES	NEWSLETTERS
128	25	55	1	
RADIO	TELEVISION	FIELD VISITS	PROGRAMS	TOTAL
		24	1	234

MAJOR PLANS FOR NEXT MONTH:	
DATE	ACTIVITY
12/1	District 7 Sheep & Goat Showmanship Clinic (TGC 4-H Building)
12/3	County Agents Luncheon (Rio Concho Manor)
12/4	Livestock Association Meeting (4-H Building)
12/4	Livestock Assn. Sale Committee Meetings.
12/7	Judges & Commissioners Court Conference (District Office)
12/11	Livestock Assn. Sale Committee Meetings.
12/13	Leadership San Angelo (Economic Impact of Ag in Concho Valley)
12/13	LAB/EPC Interpretation Event
12/31	Rabbit Validation (4-H Building)

D-843
D-360

TEXAS AGRILIFE EXTENSION SERVICE
MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

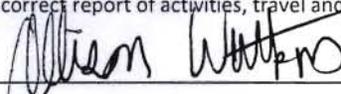
Name: Allison Watkins
County: Tom Green

Month: November
Title: CEA - Horticulture

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
1	Correctional Facility Horticulture Therapy Program - Men's; mentor kid's GT project, Santa Rita elementary	18		
7	Correctional Facility Horticulture Therapy Program - Women's; newspaper article; site visits	38		
8	Correctional Facility Horticulture Therapy Program - Men's	12		
9	Set up for Rainwater Harvesting class	6		
10	Rainwater Harvesting class for public			
13	Mentor kids GT project, Ft. Concho elementary; TGC Horticulture Committee meeting; site visit; Master Gardener Business meeting; MG Hosted educational program for public	22		
14	Correctional Facility Horticulture Therapy Program - women's; site visits	46		
15	Correctional Facility Horticulture Therapy Program - men's; People Plant Connection board meeting	16		
16	Lunch N Learn class - landscape design			
19	Record radio show			
20	Write newspaper article			
21	Correctional Facility Horticulture Therapy Program - women's	12		
27	Landscape pest control program, Eldorado	100		
28	Correctional Facility Horticulture Therapy Program - Women's	12		
29	Correctional Facility Horticulture Therapy Program - Men's	12		
30	Prepare radio show programming; write monthly horticulture newsletter			
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		296		

Other Expenses (list):

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County Extension Agent Signature

D-843
D-360

TEXAS AGRILIFE EXTENSION SERVICE
MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT CONT'D

Name: Allison Watkins

Month: November

NUMBER OF CURRENT MONTHS CONTACTS					
BLT	TELEPHONE	OFFICE	TOTAL CONTACTS	NEWS ARTICLES	NEWSLETTERS
	76	21	617	2 (40,000)	1 (206)

MAJOR PLANS FOR NEXT MONTH	
DATE	ACTIVITY
3	Record radio show; Old Timer's Luncheon
4	Christmas Party and interpretive event
5 6	Correctional Facility Horticulture Therapy Program - women's; set up for pecan show Correctional Facility Horticulture Therapy Program - men's; Concho Valley Pecan Show
10 11	Set up for Regional Pecan Show Regional Pecan Show
12 13	Correctional Facility Horticulture Therapy Program - women's Correctional Facility Horticulture Therapy Program - men's
14 17	Prepare radio show Record radio show; write horticulture newsletter; administrative meeting
18	Take data at rose research plots
19	write newspaper article
20	People Plant Connection board meeting
21	Lunch N Learn class - rainwater harvesting

TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

Name: Kathy Aycock	Title: County Extension Agent - FCS
County: Tom Green	Month: November, 2012

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
11/1	Worked with Senior 4-H members to prepare paperwork and interviews for District 7 4-H Food Show (3)	10		
11/5	Completed entries, recipes and project forms for District 7 4-H Food Show and District 4-H Nutrition Quiz Bowl; delivered to District Office	16		
11/6&7	Participated in State 4-H Virtual Summit; Seizing Leadership Opportunities for Youth, Club Meetings at Work, Effective Councils, Fresh Look at Foods and Nutrition and Being Purposefully Positive	16		
11/7	Met as a member of the Tom Green County Extension Education Association to plan upcoming events and activities (5)	11		
11/8	Prepared and distributed monthly reports and D360 for District and State office; Presented "Home Canned Christmas" for the Philia Club (18)	6		
11/9	Submitted articles and picture for the gosanangelo.com e-newsletter December CRAVE (3) and submitted news article to San Angelo Standard Times	12		
11/10	Participated in Shannon Medical Center Diabetes Update; San Angelo Convention Center (121-42M,39H,7B)	8		
11/12	Accompanied 4-H members, parents and leaders to District 7 4-H Gold Star Banquet, Coleman (114-12H,49M,41Y)	171		
11/13	Assisted EE Officers in hosting the annual District 7 TEEA Training Meeting, Tom Green County 4-H Building (72-2H,1B)	32	\$15.00	
11/13	Hosted a workshop for 4-Hers participating in District 7 4-H Food Show on Interviewing Techniques and Nutritional Knowledge (19-2H,2M,15Y)	9		
11/17	Served as Intermediate Dairy Superintendent for the District 7 4-H Food Show; Abilene (137-15H,28M)	209	\$12.00	
11/17	Served as judge for District 7 4-H Nutrition Quiz Bowl contest, Abilene (39-2H,18M)	6		
11/18	Met as a member of the Tom Green County 4-H Council and Adult Leaders Association (32-16M,4H)	9		
11/19	Presented "Home Canned Christmas" to the Wall Alter Society members; St. Ambrose Catholic Church (20)	25		
11/20	Met with members of the 4-H Food Challenge teams to prepare for District competition (26-4H,6M)	16		
11/21	Prepared and submitted 2012 Career Ladder Dossier for Regional and State Review	16		
11/26	Prepared and submitted 2012 Program Outcome Summary	9		
11/27	Hosted the Tom Green County Food Handler's class to teach basic food safety in six simple to understand chapters (16-4M,6H)	16		
11/28	Present "State of Texas 4-H Recognition Award" to cooperate office during Stripes Manager's Meeting (36-14M,11H)	9		
11/29	Assisted where needed at the District 7 4-H Food Challenge Contest, Coleman (136-16H,21M,11Y)	171	\$12.00	
11/30	Completed and submitted monthly reports and BLT reports for District & State offices	26		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		803	39.00	0.00

Other Expenses (List) District 7 TEEA Meeting Expenses - \$11.40, "Home Canned Christmas" supplies - \$21.14

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County Extension Agent

Kathy Aycock

