

**Nevada Department of Education**

**Advisory Council for Family Engagement (FE)**

**Wednesday, April 10, 2019, 9:00 am**

**Meeting Locations:**

<b>Office</b>	<b>Address</b>	<b>City</b>	<b>Meeting Room</b>
Department of Education	9890 S. Maryland Pkwy	Las Vegas	Board Room (2 <sup>nd</sup> Floor)
Department of Education	700 E. Fifth St	Carson City	Board Room

**DRAFT SUMMARY MINUTES OF THE REGULAR MEETING**

*(Video Conferenced)*

**ADVISORY COUNCIL MEMBERS PRESENT:**

**In Las Vegas:**

Duana Malone  
Gary Schoolfield  
Tiarre Tenorio

**In Carson City:**

Jennifer Hoy  
Malena Raymond

**Via Telephone/Videoconference:**

Stacie Wilke

**ADVISORY COUNCIL MEMBERS NOT PRESENT:**

Andrea Hughs-Baird  
Teresa Benitez-Thompson  
Yvanna Cancela

**DEPARTMENT STAFF PRESENT:**

**In Las Vegas:**

Alberto Quintero, Education Programs Professional  
Sylvia Figueroa, Administrative Assistant

**In Carson City:**

None

**LEGAL STAFF PRESENT:**

David Gardner

**AUDIENCE IN ATTENDANCE:**

**In Las Vegas:**

Beverly Mason, Clark County School District

**In Carson City:**

D’Lisa Crain, Washoe County School District

**Agenda Item # 1 – Call to Order; Roll Call; Pledge of Allegiance**

Chair Hoy called the meeting to order at 9:11 am.

Roll call was taken and is reflected above. It was determined that quorum was met.  
Chair Hoy led the Pledge of Allegiance.

**Agenda Item # 2 – Public Comment #1**

**Carson City:**

None

**Las Vegas:**

None

**Agenda Item # 3 – Flexible Agenda Approval**

**Motion:** Vice Chair Malone made a motion to approve a flexible agenda. Motion was seconded by Member Schoolfield.

**Motion carried unanimously.**

*Flexible agenda imposed, moved to Agenda Item # 7*

**Agenda Item # 4 – Approval of December 6, 2018 Minutes**

The December 6, 2018 minutes were reviewed by the Council members.

**Motion:** Member Raymond made a motion to approve the December 6, 2018 minutes as written. Motion was seconded by Member Schoolfield.

**Motion carried unanimously.**

*Flexible agenda imposed, moved to Agenda Item # 5*

**Agenda Item # 5 – Nevada Department of Education and Office of Family Engagement Updates**

Alberto Quintero, NDE Education Programs Professional, presented the following updates:

- **Nevada Department of Education update:**
  - Governor Sisolak appointed Jhone Ebert as the State Superintendent of Public Instruction
  - Acting State Superintendent of Public Instruction Jonathan Moore has returned to his Deputy Superintendent of Student Achievement position
  - Jason Dietrich is the Interim Deputy Superintendent for Educator Effectiveness and Family Engagement Division
  - The Deputy Superintendent for Business and Support Services position is vacant
- **Office of Parental Involvement and Family Engagement update:**
  - The Office is currently working on creating a Title I, Section 1116 handbook for districts. It will include tools and resources for districts to use.
  - State Leader calls. Nevada is a part of national network of family engagement personnel who discuss state and national family engagement issues. The last call centered on relationship-building being a critical component when it comes to family engagement.
  - The Office has restarted parental involvement and family engagement webinars for district liaisons. It will be a community of practice for family engagement people across the state.
- **Legislative update:**
  - Budget closing for 2706, which includes funds for the Council. The budget was set to go through a budget cut. Assemblywoman Benitez-Thompson and Senator Denis spoke up about not cutting the budget. The Committee voted to not cut the budget after all.
  - Assembly Bill 78 is a bill by the State Public Charter Authority. It passed in the first House. The bill, as it currently stands, impacts the Council. The Council would be responsible to review the family engagement policy of each charter school, in addition to each district's. The bill still needs to be heard and passed in the second house.

Chair Hoy is thankful to Council member and Assemblywoman Benitez-Thompson for saving the Council's budget. Chair Hoy also voiced concern about a struggle for quorum during Council meetings and legislatively appointed positions.

Education Programs Professional Alberto Quintero mentioned how this concern can be put into the Council's Legislative report as a Legislative recommendation. He referred to Deputy Attorney General David Gardner as to what other councils and commissions have done in regard to quorum and legislatively appointed positions.

Deputy Attorney General David Gardner mentioned two options. One is to meet with the legislator and resolve the issue of missing meetings or meet with the Legislator who appointed the member and seek another appointment. Since the Council is a long-running Council, Deputy Attorney General Gardner advises to avoid the latter.

Chari Hoy asked if a representative from a charter school could be added as a member of the Council.

Education Programs Professional Alberto Quintero mentioned that we could fill existing vacant positions with someone who also is from a charter school

- **Council member update:**

Vice Chair Malone asked about Council vacancy recommendations.

Education Programs Professional Alberto Quintero mentioned stated that eight of the Council members are appointed by the State Superintendent of Public Instruction. Currently, he forwards the recommendation to the State Superintendent and the State Superintendent makes the decision. This process could slightly change based on the new State Superintendent.

- **Nevada Advisory Council for Family Engagement 2019 Legislative Report**

- The 2019 Legislative report was submitted early due to the timing of the Council's meeting after the deadline.

*Flexible agenda imposed, moved to Agenda Item # 6*

#### **Agenda Item # 6 – Election of Officers for the Advisory Council for Family Engagement**

Deputy Attorney General David Gardner facilitated the election of officers for the Council for the upcoming year and the election process. Member Raymond nominated member Jennifer Hoy for Council Chair. No other nominations. Member Jennifer Hoy was elected Chair unanimously. Chair Hoy nominated member Malone as Vice Chair. No other nominations. Member Malone was elected Vice Chair unanimously.

*Flexible agenda imposed, moved to Agenda Item #8*

#### **Agenda Item # 7 – School-Community Partnership Program**

Director Beverly Mason, School-Community Partnership Program (Program), Clark County School District (CCSD), gave a presentation on the Program. The Program is aligned with the CCSD's district plan. The Program particularly focuses on community partnerships that focus on academic achievement and decreasing chronic absenteeism. If a student is not in school and not engaged, they will not have academic achievement. In the next five years, the district superintendent wants 1,000 new mentors to work with students in the highest-needs schools. The goal is to have students focus on goal setting and academics. The Program works with community and mentoring groups in the community to provide services. For example, the CCSD police department wants to partner with the Program to create a mentoring program for students. Another goal the district superintendent has set for the Program is to find one business partner for every school in the district in order to help carry out the district's five-year plan. For example, provide incentives to schools to meet certain goals, help out in teacher appreciation initiatives, or help eliminate barriers that students face in regard to attending school regularly and being able to succeed academically. The Program has found that students do not attend school due to food insecurity, lack of clean clothing, and/or lack of shoes. The Program aims to also connect students with mental health and trauma services as well. The Program has partnered with community partners to reward students for attending school or improving their academics, like free waterpark tickets for the family or restaurant discounts. The Program is also working on developing a teacher appreciation program to highlight success stories in schools. The Program is partnering with resort industry folks to develop a comprehensive customer service in order to improve parents and families feeling welcomed in the school and engaged in the child's education.

Chair Hoy thanks Director Mason for her presentation.

Chair Hoy asked if the Program is doing anything to help educate parents on how to best help their child academically.

Director Mason spoke about the Family and Community Engagement Services (FACES) Department in the CCSD that provides parents and families capacity building workshops. For example, FACES has a mobile unit they use to help train parents on how to enroll their child in school. FACES will hold eight mini-conferences this year throughout the district to help train parents on how to be involved in their child's school and education. FACES also

uses the mobile unit to fingerprint parents, since it is required by Nevada law for volunteers to go through a background check. The Program helps to get business to cover the cost of fingerprinting since it is a financial barrier for some parents and families.

Vice Chair Malone thanks Director Mason for presenting as well. Vice Chair Malone asked Director Mason to present to the Council due to a lack of awareness of the Program's work and services. Vice Chair Malone asks what the Council can do to support the Program and help reach its goals.

Director Mason says that word of mouth has proven effective in helping recruit community business and providers in partnering with them. Presenting at community meetings as well. The Program has a website as well that she will share with the Council. Any business can help, no matter how big or small. The Program likes to engage all of its volunteers and build their skills to engage others.

Vice Chair Malone asked about a training she previously attended by the Program about individuals who want to get involved.

Director Mason responded that each person who wants to volunteer or mentor for the Program has to apply on their online website. Businesses and community members can indicate if they want to work with a specific school. They will then be fingerprinted and given a background check. Human Resource will notify the Program if the applicant has cleared the background check. Applicants will have to take an hour and half online course and sign a confidentiality form. Lastly, they have to sign a mandatory reporter form in case any situation arises where the person is held accountable to report any inappropriate activity.

Vice Chair Malone asked about a MGM event where parents and families are invited.

Director Mason said the event is called the Senior Celebration, formerly the Reclaim Your Future event. It is for students who started credit-deficient and have been supported through mentorships or internships to graduate on time. Students are given breakfast at the event and listen to a speaker. Scholarships are given out by higher education institutions, along with other prizes and celebrations.

Member Tenorio-Norwood mentioned how she works in a school and parents voice that the reason for their child's lack of attendance is due to school traffic and siblings picking up or dropping off their younger siblings. Member Tenorio recognizes that socioeconomic factors, among other issues, play a part in students not regularly attending school

Director Mason mentioned that this is something FACES is really focusing on in educating parents the impact of students missing time from school. Director Mason said the Program is looking for ways to incentivize parents to keep their children in school. The Program also has a K-8 program that trains parents and teachers together about traffic and congestions issues. It's a train the trainer model.

Member Tenorio-Norwood mentioned how violence in the neighborhood is also a barrier where a gate was closed at her school due to safety concerns, which has made parents try and pick up their children from school earlier. Member Tenorio-Norwood asked if Director Mason could come speak to the school she works at to help educate parents.

Director Mason said the Program offers a Safety Assembly where parents and students are given information to alleviate their concerns. A walk audit is also given to provide parents information of safe routes their children can take to school.

Member Schoolfield asked what about students who leave campus when dropped off at school.

Director Mason said the Program has been tasked to incentivize students, parents, and schools to have students attend school regularly. The message of attending school is important.

Education Programs Professional Alberto Quintero mentioned how the Cleveland school district partnered with the Browns football team to help reduce chronic absenteeism. Alberto was curious if the Program had a similar partnership with the Raiders football team and if Director Mason would like the contact information of the coordinator in Cleveland who helps oversee the district and Brown's partnership.

Director Mason welcomed the contact information and mentioned how they have partnered with the Raiders to recognize teachers and stress the importance of academics. The Raiders also run youth football camps to teach kids about nutrition and exercising. The Raiders are also looking to do more with children in the community. The Golden Knights also have partnered to provide resources and services to students and families. The Program also works with the Las Vegas Aces, Lights, and Aviators. All the teams are very open to getting involved.

Vice Chair Malone asked about how close the Program is reaching its 1,000 new mentor goal and barriers they've encountered.

Director Mason said they already got 200 mentors, and that is the five-year goal. The fingerprinting requirement was difficult to first implement but the Program has streamlined that process. Another barrier was the amount of times mentors would meet with their mentee and whether they met face-to-face. Video-conferencing was used to help mitigate this issue.

Chair Hoy thanked Director Mason again for presenting and answering all of the Council's questions.

*Flexible agenda imposed, moved to Agenda Item # 4*

**Agenda Item # 8 – Superintendent's Teacher Advisory Cabinet (STAC)**

Chair Hoy, who is a member of the STAC. Chari Hoy mentioned a meeting in Carson City with STAC members in early February. They visited the Senate and Assembly. Spoke about the issues that were important to teachers. Their next meeting is planned for April 30 in Las Vegas. However, the person overseeing the STAC is no longer with the Department. The STAC still plans to meet, but virtually. Chair Hoy is uncertain of the current state of the STAC due to the transition and will keep the Council up-to-date with anything that comes up.

**Agenda Item # 9 – IEL National Family and Community Engagement Conference**

Education Programs Professional Alberto Quintero mentioned the conference that is taking place July 10-12, 2019 in Reno, Nevada. Based on yesterday's budget closing, two Council members can attend. Education Programs Professional Alberto Quintero asked for Council member suggestions on who to send to the conference. Since the budget closing is not yet final, two names would be recommended to suggest with the caveat that only one may go depending on final budget closing.

Chair Hoy stated how she lives in Reno and can lessen the travel costs for others to attend.

Education Programs Professional Alberto Quintero stated how there is still a registration limit for the funds allocated for the conference.

Member Raymond stated how she will be attending the conference as a representative of the Washoe Board of Trustees.

Member Wilke also stated how she will be attending the conference as a representative of the Carson City Board of Trustees.

Vice Chair Malone stated how she went the previous year and has blocked out the date on her calendar. She wishes to let others attend before choosing to attend herself.

Education Programs Professional Alberto Quintero asked Deputy Attorney Gardner about Open Meeting Law and Council members attending the conference. Deputy Attorney Gardner advised a quorum of Council members could not get together and discuss the purview of the Council without notifying the public. Less than six, is not a concern.

Tiarre Tenorio-Norwood asked for a repeat of the conference dates and see if any other dates conflict with being able to attend.

Member Schoolfield will be away on vacation during this time.

Chair Hoy asked which fiscal year do Council funds count towards for this conference.

Education Programs Professional Alberto Quintero stated that due to the conferences July date, the Council would have to utilize fiscal year 20 funds for the conference.

Education Programs Professional Alberto Quintero stated how the family engagement office has been asked to be a part of a site visit for the conference. A location is still being determined. The site visit will focus on Nevada's family engagement licensure requirement. IEL has also reached out about offering a space for Nevada folks attending the conference.

Chair Hoy stated how the conference is taking place during a time in the Washoe County School District where school is out.

#### **Agenda Item # 10 – Nevada Family Engagement Framework**

Education Programs Professional Alberto Quintero mentioned how the Nevada Department of Education has partnered with the Council of Chief State School Officers (CCSSO), the National Association for Family, School, and Community Engagement (NAFSCE), the Mid-Atlantic Equity Consortium, Inc. (MAEC), the Campaign for Grade Level Reading (GLR), and 12 other states to form a State Consortium on Family Engagement. One of the goals of the State Consortium will be for each state to develop its own family engagement framework for birth through grade 12. The Nevada Family Engagement Framework will:

- Provide schools and districts a shared approach and definition for family engagement
- Be informed by Nevada parents, families, educators, and community members
- Be based on research and evidence-based practices and strategies in family engagement
- Emphasize the need for educators to build authentic relationships with parents and families

On February 4, 2019, the first stakeholder meeting took place, over 30 stakeholders. Feedback from stakeholders was that they wanted the framework to be more about the "how" and less about the "what." The framework will be more of a toolkit to help provide schools and districts recommended family engagement strategies and practices. Currently, stakeholders have drafted a few definitions for family engagement the state can adopt as its common statewide definition. The drafted definitions will be put into a survey for feedback from the greater Nevada community. If any Council member is interested in being a part of this process, they should ask Alberto.

#### **Agenda Item # 11 – Promising Practices**

Education Programs Professional Alberto Quintero is a collection of family engagement promising practices from across Nevada. This was started by Alberto's predecessor, Cynthia Santos. This annual publication will serve as a resource for schools and districts in Nevada. The current publication has narratives from the 2016-2017 school year. Moving forward, each publication will highlight promising practices from the previous school year. The document is organized in a way to show how each promising practice aligns with a National PTA Family-School Partnership standard. The next publication will be more evenly representative of Nevada districts and detail how these promising practices are funded. When the application for narratives to be included in the publication goes out, Alberto will let the Council know to help disseminate it.

Vice Chair Malone will share the document with community members.

Chair Hoy asked if the publication will be a living document or published every year.

Education Programs Professional Alberto Quintero stated that the publication will reflect new promising practices every year.

Chair Hoy hopes to see greater representation from other districts in the document moving forward.

Member Raymond likes the publication, its potential as a resource, and a way to highlight the great family engagement work in Nevada. Member Raymond also agrees that greater district representation is needed.

#### **Agenda Item # 12 – District Family Engagement Policies**

Education Programs Professional Alberto Quintero mentioned how the family engagement office has created a rubric for the Council to use to help satisfy its duties in NRS when it comes to reviewing district family engagement policies. The rubric was adapted from a rubric by the Georgia Department of Education. The Council was presented with an update of when districts have presented to the Council.

Chair Hoy shares her appreciation for the new rubric.

**Agenda Item # 13 – Advisory Council Meeting Schedule**

Education Programs Professional Alberto Quintero shared the Council's upcoming drafted meeting schedule. Council members had concerns with some dates, eventually putting up the following dates for a vote.

Tuesday, August 27, 2019

Wednesday, October 2, 2019

Wednesday, December 11, 2019

Wednesday, February 12, 2020

April 8, 2020

**Motion:** Chair Hoy made a motion to approve the meeting schedule for 2019-2020. Motion was seconded by Member Wilke.

**Motion carried unanimously.**

**Agenda Item # 14 – Advisory Council for Family Engagement 2020 Legislative Report**

Chair Hoy recommended to add Item #7, Department updates, Item #9, Item #10, Item #11, and Item #12 to the Legislative report.

**Agenda Item # 15 – Future Agenda Items**

- Chair Hoy asking those who attend the IEL Conference to give a debrief.
- Member Raymond asked for a Legislative Session debrief.
- Chair Hoy to invite districts who have not presented in the past two years to be asked to present.
- Vice Chair Malone asked to have charter or private schools to give an update on their family engagement.

**Agenda Item # 16 – Public Comment # 2****Las Vegas:**

Member Tenorio shared a message comment from the NV PTA asking that the Department to transfer its summit funds from the NV PTA account to another fiscal agent.

**Carson City:**

None

**Agenda Item # 17 – Adjournment**

Meeting adjourned at 11:18 am.