

# Nevada Department of Education

Nevada Commission on Mentoring  
Friday, April 21, 2023  
2:00 PM

Office	Mode	Platform
Department of Education	Teleconference/Livestream	Zoom

## SUMMARY MINUTES OF THE COMMISSION MEETING

### COMMISSION MEMBER PRESENT

Karl Catarata, Chair

Katie Membreno, Vice Chair

Michael Maxwell

Michael Flores

Douglas Garner

Brigid Duffy

Laura Davidson

### COMMISSION MEMBER ABSENT

Sebastian Cardenas

### DEPARTMENT STAFF PRESENT

Sarah Thomas, NDE Staff

Brittany Adams, NDE, Contractor

Rose Cota, NDE Staff

### 1. Call to Order, Roll Call, Pledge of Allegiance, and Land Acknowledgement:

Vice Chair Membreno called the meeting to order on Friday, April 21, 2023 at 2:12 p.m.

Katie Membreno, Vice Chair, conducted a roll call. **Quorum was established** (7 Members present).

### 2. Public Comment

Chair Karl Catarata opened the floor to public comment. There was no public comment.

### 3. Approval of Flexible Agenda

The Commission **acquire quorum** and therefore could vote on approval for any objective in this meeting.

**Motion:** To approve a flexible agenda

**By:** Karl Catarata

**Second:** Brigid Duffy

**Vote:** Passed unanimously

#### **4. Welcome and Introduction (Mission Statement)**

Vice Chair Katie Membreno informed the Commission that at the subcommittee meeting, applications were approved and noted that today's meeting includes how the funds will be allocated, as well as discussion surrounding distribution of approval letters and denial letters. Vice Chair Membreno thanked the members of the subcommittee for their time and efforts, and advised anyone with questions to contact either her or Chair Catarata.

#### **5. Chair's Report:**

Chair Karl Catarata indicated that he has two things to report: there are no legislative updates for NCOM; and a thank you to the staff and to those participating within the \$25,000 microgrant opportunity. Chair Catarata also invited all Commissioners to a symposium scheduled by one of the grant applicants, the Office of Undergraduate Research from the University of Nevada, Las Vegas. Chair Catarata indicated that the symposium is scheduled for Friday, April 28 from 8:00 am to 2:00 pm and informed the Commission that he will send the dates and details of the event following today's meeting.

#### **6. NCOM Development updates:**

- a. Rose Cota explained that per NDE Interim Director Maria Sauter, the Commission needs to provide the budget sheet for this paper grant to all of the nine chosen subrecipients. For that reason, Ms. Cota indicated that the budget sheet needs to be filled out as quickly as possible and that it includes all of the vendor numbers. Ms. Cota further indicated that NDE will also verify that all the information filled out in the budget sheet is correct and as such, there may be some correspondence with NDE's grants department. Ms. Cota next discussed the wording of the approval letter and indicated that as soon as she has all of those things squared away, she will provide a sample of the letter to the Commission. Ms. Cota indicated her belief that Commissioner Cardenas provided the necessary information for the denial letter the last time, and as such, that letter can wait until Commissioner Cardenas is available. Ms. Cota concluded by informing the Commission that Vice Chair Membreno has already given the okay to send out the budget sheet to the nine recipients of the microgrants.
- b. Vice Chair Membreno reiterated Ms. Cota's assertions regarding the letters of approval as well as the fact that Commissioner Cardenas has previously taken on a leader role in writing the denial letters. Vice Chair Membreno indicated that she will be in contact with Commissioner Cardenas to receive a copy of his outline and then will begin the process of inputting the applications that were denied.

Rose Cota informed the Commission that the total amount of the microgrants is \$25,000 and

indicated that the following nine grants were approved for particular amounts: the Northern Nevada Literacy Council, 2,000; the Southern Nevada Black Educators Initiative, 3,250; Incline Education Fund, 5,000; the Youth Advocate Program, 500; BOR NSHE on behalf of UNLV, 5,000; Eddie's House, 1,000; the Asian Community Resource Center, 1,000; Board of Regents , UNLV, 4,000; and La Voz Latino Law Student Association, 3,250. Ms. Cota next provided the names of those that were denied: the Most Outstanding Ballers; OMB, Girls Youth Basketball Club; Al Chetty (phonetic); Refuge Homes Community; Black Wall Street; Reno Academy for Learning; Seriously Stress; Donna Street Community Center; and Master Academy of Nevada.

**Motion:** To approve the \$25,000 to the approved grant applicants, to send approval to those who have been considered for funding, and to send denial letters to those who were unable to receive funding at this time.

**By:** Karl Catarata

**Second:** Brigid Duffy

**Vote:** Passed Unanimously

## **7. Agenda Item Considerations**

Vice Chair Katie Membreno requested that the Chair discuss any plans for ceremonies or special recognition for the grant recipients at the time that they receive funding.

Chair Catarata reminded the Commission that there were 18 applicants for the microgrant process and encouraged the engagement of all Commissioners in this process. Chair Catarata discussed the possibility of a check presentation and a meeting with the awarded applicants. Chair Catarata indicated that there will be a follow-up with the Commissioners on the dates and the ability of Commissioners to participate, as well as on how the work will be spread out, as well as the sharing of the information that will support mentors and mentees. Chair Catarata explained that Commissioners will likely not see any update on this item until the denial letters are sent out because communication needs to come in formal writing from the Department of Education. Chair Catarata further indicated the importance of encouraging organizations that fell in the denial category to reapply, as well as the importance of the Commission specifically notating areas that need improvement on their applications. Chair Catarata asked that this be put under agenda item NCOM development updates as item 6C for the next public meeting.

## **8. Public Comment #2**

Commissioner Brigid Duffy discussed the difficult work done by the subcommittee the previous Friday in determining how best to distribute the microgrants and commended all Commissioners within the subcommittee for all this difficult work that they were able to accomplish.

Chair Catarata concurred with Commissioner Duffy and additionally recognized his appreciation of everyone's efforts within the Commission on Mentoring. Chair Catarata indicated his pride and gratitude to be in service with each member of the Commission.

Vice Chair Katie Membreno shared her appreciation for NDE staff, also commenting on the length of the subcommittee meeting regarding distribution of the microgrants, and commended Rose Cota specifically for all of her help with all processes undertaken by the Vice Chair. Vice Chair Membreno also shared her pride and gratitude to be serving with the members of the Commission.

Dr. Douglas Garner commended all Commissioners, noting that to get to this point with the Commission is phenomenal. Dr. Garner thanked all Commissioners for all that they do.

## **9. Adjournment**

**Motion:** To adjourn the April 21, 2023, meeting at 2:36pm.

**By:** Karl Catarata

**Second:** Brigid Duffy

**Vote:** Passed Unanimously