

Nevada Department Of Education

Nevada Commission on Mentoring
Friday, March 3, 2023
2:00 PM

Office	Mode	Platform
Department of Education	Teleconference/Livestream	Zoom

Draft SUMMARY MINUTES OF THE COMMISSION MEETING

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

Chair Catarata called the meeting to order on Friday, March 3, 2023 at 2:06 p.m.

Rose Cota, NDE, conducted a roll call. **Quorum was established** (5 Members present).

Commission Members Present:

Chair Karl Catarata
Vice Chair Katie Membreno
Dr. Douglas Garner
Dr. Laura Davidson
Brigid Duffy

Commission Members Absent:

Sebastian Cardenas
Michael Flores
Michael Maxwell

Others Present:

Rose Cota, NDE Staff
Jessica DeLallo, NDE Staff
Sarah Thomas, NDE Staff
Brittany Adams, NDE Staff

Chair Karl Catarata led the Commission in the Pledge of Allegiance and acknowledged, recognized, and appreciated the land.

2. Public Comment #1

Chair Karl Catarata opened the floor for public comment.

There was no public comment.

3. Approval of Flexible Agenda

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

Motion: Approve Flexible Agenda

By: Karl Catarata

Second: Douglas Garner

Vote: Passed Unanimously

4. Welcome and Introduction (Mission Statement)

Vice Chair Katie Membreno welcomed the Commissioners and thanked them for attending the meeting.

Rose Cota, NDE, introduced the following new NDE staff members: Jessica (Jess) DeLallo, Interim Title I Director; Sarah Thomas, Title I Education Program Professional; Brittany Adams, Contractor assigned to NCOM.

Jess DeLallo informed the Subcommittee that NDE is working to get the microgrants up and running. Ms. DeLallo indicated that the press release had gone out without the attachment. However, the attachment is posted on the NDE website along with the press release. In addition, when interested parties click on the email address from the press release, this triggers an out-of-office reply that provides all the necessary information for applicants. Ms. DeLallo apologized for the oversight. Ms. DeLallo next indicated that in an attempt to expedite funding opportunities for organizations who do receive the grant, this year NDE will be providing these organizations with an email acknowledgement and an application to become a vendor with the state immediately upon submission of their application. Ms. DeLallo explained that this is a free and easy process that acknowledges receipt of their application and that by becoming a vendor, these organizations will be able to spend money on the day that the money is awarded.

Chair Karl Catarata praised this process, noting that in the previous year, UNLV and the College of Liberal Arts were not able to become vendors and as such, needed to return their awarded funds.

Dr. Laura Davidson questioned what precludes an organization from being able to be a vendor through NDE.

Jess DeLallo indicated that she would find out the answer to Dr. Davidson's question and report back to the Subcommittee.

5. Approval of NCOM January 20, and February 3, 2023 Meeting Minutes

Vice Chair Katie Membreno called for any corrections to the meeting minutes from November 18.

Motion: Approve January 20, 2023 NCOM Meeting Minutes

By: Katie Membreno

Second: Laura Davidson

Vote: Passed Unanimously

Motion: Approve February 3, 2023 NCOM Subcommittee Meeting Minutes

By: Katie Membreno

Second: Douglas Garner

Vote: Passed Unanimously

6. Chair's Report:

Chair Karl Catarata indicated that the NDE website lists three open positions on the Commission. Chair Catarata explained that he is currently looking for Commissioners to serve on the Commission and requested that any Commissioners with potential candidates send him the resumes via email. Chair Catarata explained that the three open seats fall under workforce development, corporate industry business impact, and juvenile services based on Nevada Revised Statutes (NRS).

a. Governor Appointment Positions

Chair Karl Catarata explained that the process for these positions involves two steps: applying on the Governor's Boards and Commissions website; the NCOM Board sending a formal letter to Superintendent Ebert and to the Governor notating their favorability of a specific candidate.

b. NCOM Grant Funds Update

- i. There are \$25,000 available for NCOM grants for FY23 (July 1, 2022-June 30, 2023) Rose Cota explained that the total amount is just shy of \$28,000 and that 25 of that 28 will be allocated out to those who are awarded the microgrants. Ms. Cota indicated that the difference in the amount is for admin use, citing things such as transcriptions and meeting minutes needing to be done for the Commission.

Chair Karl Catarata indicated that at this current time, the Commission is only waiting on folks to apply for the microgrants.

Vice Chair Katie Membreno questioned if there is any support NDE can offer in terms of helping NCOM to reach out to organizations.

Rose Cota explained that somebody has reached out to an Education Program Professional (EPP) in the south. Ms. Cota further indicated that although she is unsure how much the EPPs have with the community, that may include another way to push out the message to other members of the community. In addition, Ms. Cota explained that the Commission could reach out to the group who was denied the previous year due to the fact that the application was not properly completed.

Vice Chair Katie Membreno confirmed that she does intend to reach out to the organizations who did not fill out the application correctly. The Vice Chair further indicated that the Commission is waiting for details from Commissioner Cardenas regarding any grant workshops.

c. Press Release

Chair Karl Catarata informed the Subcommittee that NCOM has released a press release with NDE, which made mention of not only NCOM, but also the Governor's Office and the Office of

Superintendent Public Instruction Ebert. Chair Catarata thanked Jess DeLallo and her team for helping to get the press release out and noted that some of the organizations in southern Nevada had seen the press release and are looking to apply again for this cycle.

7. NCOM Development updates:

a. Release of Grant Funds Application

Vice Chair Katie Membreno opened the floor to questions from Commissioners. There were no questions.

Chair Karl Catarata explained that in the next meeting, this agenda item will take significantly longer as this is the one in which the Subcommittee will be reviewing the applications one by one.

b. NCOM Grant Application Link

Rose Cota reminded the Commission of Jess DeLallo's earlier indication that the press release had not contained the link to the application, and reiterated the fact that this issue has been remedied with the embedding of the link in the auto response triggered by an email.

Chair Karl Catarata opened the floor for questions. There were none.

8. Agenda Item Considerations

Chair Karl Catarata called for suggestions for agenda item considerations from the members of the Subcommittee.

Vice Chair Katie Membreno indicated that the next big item would include reviewing the applications for the microgrants.

Chair Catarata indicated that he would like to agendize the follow up for Dr. Davidson from Jess DeLallo regarding the answer as to what could preclude a nonprofit so as to have the information as part of the record.

There were no additional suggestions.

9. Public Comment #2

Chair Karl Catarata opened the floor to public comment.

There was no public comment.

10. Adjournment

Chair Karl Catarata adjourned the meeting. 2:32pm.