

# Nevada Department of Education

## Nevada Commission on Mentoring

Thursday October 18, 2023

9:00 AM

Office	Mode	Platform
Department of Education	Teleconference/Livestream	Zoom

### SUMMARY MINUTES OF THE COMMISSION MEETING

#### COMMISSION MEMBER PRESENT

Karl Catarata, Chair

Dr. Laura Davidson, Commissioner

Raja Mourey, Commissioner

Andres Estrada, Commissioner

#### DEPARTMENT STAFF PRESENT

Sarah Thomas, NDE Staff

Rose Cota, NDE Staff

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

Karl Catarata called the meeting to order on Thursday, October 18, 2023 at 9:06 p.m.

Rose Cota conducted a roll call.

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

#### 2. Public Comment

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

#### 3. Approval of Flexible Agenda

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

**Motion:** To approve a flexible agenda

**By:** Karl Catarata

**Second:** Laura Davidson

**Vote:** Passed Unanimously

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

Chair Karl Catarata explained that Vice Chair Katie Membreno was excused from today's meeting.

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

Chair Karl Catarata introduced himself, the Commissioners present, and the NDE members present to the attendees, and discussed the purpose of the workshop. Chair Catarata indicated that anyone who would like more information on the workshop and other grant opportunities available to the public could find this information on the Nevada Department of Education's website. The Chair indicated that the mission of NCOM is to support and facilitate mentoring programs in the state, and explained that NCOM works in consultation with NDE to provide direction and guidance for mentoring programs. Chair Catarata invited anyone interested in joining NCOM as a Commissioner to apply on the Governor's Office website.

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

##### **a. Presentation on the FY 24 Grants Funds Process**

Commissioner Laura Davidson indicated that today's purpose is a very informal workshop to answer questions about the latest grant cycle. Commissioner Davidson encouraged all attendees to stay in touch with NCOM throughout the grant application process, noting the Commission's hope is to make the grant application process an easy and successful one for applicants.

Commissioner Laura Davidson explained that the purpose of NCOM is to support youth mentoring throughout the state, and that one of its main charges is providing \$25,000 in microgrants to Nevada mentorship programs annually. Commissioner Davidson indicated that the grant is open right now through November 2, noted that the application itself is relatively short, and indicated that NCOM's goal with the workshop is to provide clear guidance about how to out the application. Commissioner Davidson explained that to send the grant application in, applicants should email it to the email address listed on the application by 6:00 pm on November 21, and that NCOM's goal is to provide funding to organizations no later than January 31 of 2024, with a spend-down date of June 14 and June 30 as the last day of the grant cycle. Commissioner Davidson explained that the grants can be spent on just about anything that directly supports youth mentoring, with youth encompassing anyone below the age of 25. Commissioner Davidson provided examples of the types of things on which the funds can be spent, which include but are not limited to supplies, tools, food, events, stipends, and travel expenses. Commissioner Davidson next went over two sample applications, one high scoring and one low scoring, to provide attendees with concrete examples of what the Commission is looking for in the applications. Commissioner Davidson next provided the rubric the subcommittee will use to score the grant applications prior to meeting to approve the final sub-awards, and explained the scoring process to the attendees.

##### **b. Grant Funds Question and Answer Period for Mentoring Organizations**

This agenda item was not addressed.

## **7. Agenda Item Considerations**

There were no agenda item considerations.

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

There was no public comment.

## **9. Adjournment**

**Motion:** To adjourn the October 18, 2023 NCOM meeting at 9:41am.

**By:** Karl Catarata

**Second:** Laura Davidson

**Vote:** Passed unanimously