

# Nevada Department of Education

Nevada Commission on Mentoring

Thursday, July 18, 2024

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

Dr. Laura Davidson

Raja Mourey

Dr. Michael Maxwell

Dr. Beverly Givens

Vince Nava

### COMMISSION MEMBER ABSENT

Brigid Duffy

Andres Estrada

### DEPARTMENT STAFF PRESENT

Sarah Thomas, NDE Staff

Rose Cota, NDE Staff

#### 1. Call to Order:

Vice Chair Membreno called the meeting to order on Thursday, July 18, 2024 at 2:04 p.m.

#### 2. Roll Call:

Rose Cota conducted a roll call. **Quorum was established** (7 Members present).

#### 3. Public Comment

Vice Chair Katie Membreno opened the floor to public comment. There was no public comment.

#### 4. Approval of Flexible Agenda

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

**Motion:** To approve the flexible agenda.

**By:** Vice Chair Katie Membreno

**Second:** Dr. Michael Maxwell

**Vote:** Unanimous

**5. Welcome and Introduction (Mission Statement)**

Vice Chair Katie Membreno thanked everyone for attending on a Thursday afternoon.

**6. Chair's Report:**

Chair Karl Catarata thanked everyone for being at the meeting on a Thursday. Chair Catarata noted his excitement in moving forward with the grant process and urged the Commissioners to reach out to organizations that could benefit from the grants. Chair Catarata also discussed opening up the opportunity for each Commissioner to Chair a meeting for the experience and the leadership aspect.

**7. NCOM Development updates:**

Dr. Laura Davidson explained the adjustment to the grant application is the set aside for the underrepresented organizations and sending out the pre-award assessment. Dr. Davidson noted the grant would be launching August 12<sup>th</sup>, with a workshop added in November to describe to the selected organizations the paperwork requirements needed, and is set to close on September 19<sup>th</sup>.

Chair Karl Catarata noted that organizations should be encouraged to apply on the Department of Education's website where they should find the application, appropriate information, and are able to apply and submit their appropriate materials.

Rose Cota explained that the application is not yet on the website, as paperwork is still being finished from the last cycle. Ms. Cota noted that the press release would need to go out first, and after it had went through all the levels at NDE, it would have the link to the website.

Dr. Michael Maxwell suggested an amendment to the old press release stating information about the special adjustments made for first time or small organizations.

Chair Karl Catarata assured Dr. Maxwell that they would work together in respect to open meeting law to get that done through the grant subcommittee.

**8. Agenda Item Considerations**

Chair Karl Catarata opened the floor for agenda item considerations. There were no agenda item considerations.

**9. Public Comment #2**

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

## **10. Adjournment**

**Motion:** To adjourn the meeting at 2:25pm.

**By:** Chair Karl Catarata

**Second:** Dr. Michael Maxwell

**Vote:** Unanimous