

# ENGLISH MASTERY COUNCIL DISTRICT POLICY AND CRITERIA PLANNING SUBCOMMITTEE

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## Meeting Minutes

Tuesday, April 18, 2017

9:00 AM

### Meeting Locations:

*Video/Telephonic Conference*

OFFICE	LOCATION	ROOM
Department of Education	9890 S. Maryland Pkwy Las Vegas, NV	Bristlecone Conference Room
Department of Education	700 East Fifth Street Carson City, NV	Battle Born Conference Room

### Call to Order

Blakely Hume, Education Program Professional, NDE Office of Student and School Supports, called to order, from Carson City, the meeting of the English Mastery Council District Policy and Criteria Planning Subcommittee, at 1:07 PM on Tuesday, April 18, 2017.

### Roll Call

Council secretary Susan Johnson conducted a roll call. **Quorum was established (3 members present)**

Council members present in Carson City: Gladis Diaz and Laurel Crossman

Council members present in Las Vegas: Duncan Lee (telephonic attendance)

Absent Council Members: All council members were present.

NDE staff present in Las Vegas: Sophia Masewicz

NDE staff present in Carson City: Blakely Hume and Susan Johnson

Attorney General Staff: Deputy Attorney General Greg Ott

There was no public attendance in Carson City or Las Vegas.

### Pledge of Allegiance

Lead by Blakely Hume, Education Program Professional

### Public Comment #1

There was no public comment from Carson City or Las Vegas.

### Election of District Policy and Criteria Planning Subcommittee Chair

Blakely opened the floor for nominations. Gladis Diaz nominated Laurel Crossman for Subcommittee Chair. Duncan Lee seconded the nomination. There were no other nominations. Laurel was elected chair of the District Policy and Criteria Planning Subcommittee of the English Mastery Council for the 2016-17 school year.

### **Approval of Minutes – November 10, 2014 Meeting**

Blakely explained that at the end of 2014, the Council’s administrative assistant left the Department of Education for a position in another State agency. Minutes from the November 10, 2014 meeting were not prepared, as the Council’s administrative support position was not filled until January, 2015.

**Motion:** Laurel motioned to continue the meeting without Minutes, as they were not formally prepared after the November 10, 2014 meeting. Duncan seconded the motion. Motion carried and the meeting continued without approval of Minutes.

### **Approval of Flexible Agenda**

Subcommittee Chair Laurel Crossman asked for a motion to approve a flexible Agenda.

**Motion:** Gladis motioned to approve a flexible Agenda. Duncan seconded the motion. Motion carried and a flexible Agenda was approved.

### **District Policy and Criteria Planning Subcommittee Update**

Blakely reported that a training session for the subcommittee members was previously held to review documents to determine the process to review the district policies/plans. At the end of the training, homework was assigned to each council member to review some of the district policies. Blakely stated that more districts will be reviewed during the current meeting. The council members reported on their experience reviewing the district policies they were assigned at the training.

Duncan Lee ended the call to attend another meeting, stating he will reconnect later in the meeting.

### **District EL Policy Review Process and Progress**

The subcommittee members reviewed and rated Carson City, Pershing and Lander County School Districts EL Policies/Plans, with guidance from Sophia Masewicz in Las Vegas.

### **Possible Action Steps for District Policy Subcommittee**

Blakely assigned additional district policy/plans to the subcommittee members to complete by the May 18 full EMC meeting.

- Duncan – Eureka and Lincoln
- Gladis – Mineral and Pershing
- Laurel – Charter and White Pine

Blakely suggested that the Subcommittee meet one more time to write the recommendations from all reviews. He proposed to meet at NDE in Carson City and Las Vegas, on May 15 at 8:30 am to 12:00 pm. Those recommendations would be presented at the May 18 EMC meeting.

### **Proposed Future Subcommittee Dates**

May 15 at 8:30 am to 12:00 pm to review and write the recommendations.

### **Public Comment #2**

There was no public comment in Carson City or in Las Vegas.

### **Adjournment**

Subcommittee Chair, Laurel Crossman, adjourned the meeting at 3:50 PM.