



FINAL - APPROVED BY BOARD OF DIRECTORS

MINUTES

NEVADA ASSOCIATION OF SKILLSUSA

FALL BOARD MEETING

ARBOR VIEW HIGH SCHOOL

7500 WHISPERING SANDS DR., LAS VEGAS, NV 89131

October 20, 2018

Roll Call: Members Present

Tim Conley, President

Brent Fujino, Project Coordinator, Clark County School District

Tom Garrett, Member

Sandra Harmony, Member

Alex Kyser, Nevada Department of Education Representative

Matt Mayhood, Secretary

Sindie Read, State Director

Francisco Virella, Member (Arrived at 9:20 a.m. PT)

Le Volberding, Member

Fred Wright, Member

Members Present via Telephone

NONE

Members Absent

Rodney Ball, Member

Robert Lovino, Member

Theodore McAdams, Member

Bruce Nelson, Member

Dana Ryan, Member

Guests Present

NONE

Meeting called to order at 9:18 a.m. PT

INTRODUCTIONS

The board members introduced themselves.

ADOPTION OF MEETING AGENDA (**Available on website**)

Motion to approve the Fall Meeting Agenda

Motion: MAYHOOD

Second: FUJINO

Vote: UNANIMOUS



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SUMMER MEETING MINUTES

A discussion occurred regarding corrections to minutes. No corrections were submitted.

MOTION TO APPROVE THE SUMMER 2018 MINUTES ([Available on website](#))

Motion: WRIGHT

Second: GARRETT

Vote: UNANIMOUS

YEAR-TO-DATE FINANCIAL REPORT ([Attachment "A"](#))

Ms. Read informed the board that with regard to the Grants Line Item, we have to spend money prior to receiving reimbursement.

Motion: VIRELLA

Second: HARMONY

Vote: UNANIMOUS, 1 ABSTAIN

AUDIT FINDINGS

Ms. Read informed the Board that the official audit went to the State Department of Education. We are current with regard to audits. The next audit should be conducted in three years. However, the Board agrees that we always welcome an audited.

The audit was conducted by the Nevada Department of Education.

The findings showed that we did not put "Paid" on past invoices. Other than that, there were no additional findings. Our organization was cleared.

The State would like to see the Circus Circus Hotel & Casino to itemize every purchase during the State Conference. The agreement was by contract for the entire event and included gratuities. One person at the State advised that the gratuity for setup and teardown was too much. Ms. Read said the amount is less than 20%.

Mr. Kyser noted that the findings were nearly the same as last year since we are currently implementing the recommendations. Fiscal year 2018 was cleared. We are currently working in FY 2019.

NEW STATE CONTESTS 2019

Ms. Read advised that two new contests were requested.



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A request for Interactive Video Game Design be added to our offerings. The contest is offered at the National Leadership and Skills Conference. The requester says that there are many schools in the state that would participate. The requester said they would be willing to help. The requester said that he feels Microsoft and International Game Technology (IGT) would be willing to judge. President Conley says that if we do not have a promise to judge, it would be difficult to proceed. Mr. Kyser says that this contest would be good for Digital Game Development and Animation. Mr. Kyser says that many programs have requested inclusion into SkillsUSA and other Career and Technology Student Organizations (CTSOs) as result of the requirement on the Quality Program Standards (QPS). Mr. Kyser also advised that the State Department of Education is requesting additional funding to CTSOs so all Programs of Study can participate.

MOTION TO TABLE THE ADDITION OF INTERACTIVE APPLICATION AND VIDEO GAME CREATION WITH THE NOTE THAT A REQUEST FOR MORE INFORMATION FROM THE ADVISER SO WE CAN MAKE A DECISION AT A LATER BOARD MEETING.

MOTION: Mayhood SECOND: Harmony VOTE: Unanimous

Ms. Read also says she received a request for Computer Programming. There is a need and programs are opening quickly.

A conversation occurred regarding the requirements of the contest.

MOTION TO OFFER COMPUTER PROGRAMMING AS A DEMONSTRATION CONTEST FOR THE 2019 NEVADA LEADERSHIP AND SKILLS CONFERENCE.

MOTION: Garrett SECOND: Virella VOTE: Unanimous

A request for the Firefighting Contest that is offered at the National Level was submitted to Ms. Read. Mr. Kyser says that it should be run similarly to Cosmetology, with regard to it being an in-house conference at their site.

MOTION TO OFFER FIREFIGHTING AS A DEMONSTRATION CONTEST FOR THE 2019 NEVADA LEADERSHIP AND SKILLS CONFERENCE.

MOTION: Mayhood SECOND: Garrett VOTE: Unanimous



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A conversation occurred about preparing for the possibility of Reserve Officers' Training Corps (ROTC) Programs being added to the Career and Technical Education offerings and thusly participation in CTSOs.

Ms. Read asked for contest limits discussion for Careers Pathways. The Board suggested "Three teams of three participants" per school.

Ms. Read asked for contest limits discussion for Early Childhood. The Board suggested "Five participants" per school.

Ms. Read asked for contest limits discussion for Mobile Electronics. The Board suggested "Four participants" per school.

The Commercial Baking Contest limit is now "Two participants per school."

REGIONALS 2019

A discussion occurred regarding restructuring the regions and the process for attending state conference. The board discussed examining the process as a future multi-year goal.

There were contests that had issues at the State Conference.

Automotive

In the Regional Contest, there are a lot of programs and numbers in the south versus the north. We have always had a formula about allowing more from the south than the north because of population. There are arguments on all sides and differing opinions.

The length of the original test was 150 questions. Last year, it was shortened to 135 questions. This may cause students to get test exhaustion. Mr. Conley suggested that the test should be about 75 questions with a time limit. The top 20 from the North and the South will advance to Regionals. The ratio going to the State Conference is 60% from the South and 40% from the North in Automotive only.



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Mr. Kyser has received a request that we move the State Conference Contest in Automotive to a dealership. The rationale is that there is more exposure to industry. Ms. Read and Mr. Fujino will contact dealerships in the Reno area.

Baking

There will be no regionals. The limit is "two per school."

Photography

The contest at Art Institute was challenging because of first year struggles. The regional contest will hold the events again.

STATE CONFERENCE 2019

Volleyball is in Reno at the same time. The Eldorado, Silver Legacy and Circus Circus have all made convention space available to SkillsUSA.

The following events will run on Leadership Day; Teamworks, Masonry, Cabinet Making, Plumbing. They will be in the Reno Events Center.

We cannot use the Reno Events Center on Thursday. We do not have the Reno Ballroom this year. All downtown events will be held at the three connected properties. The board discussed that this is actually better as students never have to leave the properties since they have overhead walkways connecting the properties.

The social will be at the Reno Aces Ballpark.

The buses from Clark County School District will be used to transport students to the satellite venues. Buses will not be needed for the social since it is within walking distance of the hotel.

Cabinetmaking

The contest has a new contest chair. The contest needs more structure, with judges who are consistent. The Chair will find judges and design the contest.

Quiz Bowl

The only time when people can go back into the contest area is during final rounds. Teams can no longer view contests after they have competed.



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Broadcast News

The contest chairs have been notified to allow teams to perform all the equipment. Spectators will not be allowed into the contest areas.

OPENINGS ON THE BOARD OF DIRECTORS

Regions 1, 4 and College Post-Secondary eac have one opening, each, on the Board.

WINTER BOARD MEETING DATE

January 11, 2019 at Foothill High School, at 3:30 p.m. P.T.
January 12, 2019 at Foothill High School, at 9:00 a.m. P.T.

MOTION TO HOLD THE WINTER BOARD MEETING AT FOOTHILL HIGH SCHOOL IN LAS VEGAS.

MOTION: GARRETT SECOND: VIRELLA VOTE: UNANIMOUS

OTHER BUSINESS

The rules for archiving CTSO Documents may be changing. Mr. Kyser has to get clarification on state requirements. This organization may need to come up with an archive policy.

Mr. Kyser says that our organization needs to share with our legislators how vital CTSOs are to our students and how essential state funding is needed.

MEETING ADJOURNMENT

Meeting adjourned at: 1:11 p.m.

Motion: Virella Second: Fujino Vote: Unanimous



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ATTACHMENT "A"

Nevada Association of SkillsUSA
Preliminary FY'19 Operating Budget

REVENUE

<u>Revenue</u>	<u>FY'19 Budget</u>	<u>FY'19 Actual</u>
Membership Dues	\$20,000.00	\$553.51
Sales	\$4,000.00	
Gifts, Grants, Etc.		
• State CTSO Fund	\$17,833.00	\$17,833.00
• Federal/State Lead. Funds	\$22,167.00	\$22,167.00
• Scholarships/Other Grants	\$4,000.00	
Other Contributions	0	
Registration Income		
• Leadership Conference	\$15,000.00	
• Regional Contests	\$3,200.00	
• State Conference	\$131,450.00	
• NLSC	\$15,000.00	
Other Income	\$0	\$1,537.00
Interest Income	\$0	
Total Revenue	\$232,650.00	\$42,090.51

Notes:

EXPENDITURES

<u>Expenses</u>	<u>FY'19 Budget</u>	<u>FY'19 Actual</u>
Salaries	\$0	
General Supplies	\$1100.00	\$427.12
Postage	\$150.00	
Travel	--	
• St. officer/advisor travel	\$25,700.00*	\$6,840.64
• Board travel	\$11,000.00	\$3,786.22
Printing	\$2,000.00	
Coord Contracts – Grants	\$22,167.00	
Coord Contrats - Remainder	\$18,833.00	
Conferences	--	
CTSO Leadership Summit	*0	
Leadership Conference	--	
• Supplies	\$7,200.00	\$3,439.45
• Speakers	\$3,000.00	\$750.00
• Facilities	\$9,000.00	
• Audio-Visual Equip.	\$450.00	
• Catering Expense	\$5,000.00	
• Entertainment	\$500.00	
Regional Contests	--	
• Supplies	\$3,500.00	
• Host Site Payments	\$500.00	
State Conference	--	
• Supplies (contest, other)	\$18,000.00	\$3,108.48
• Speakers	0	
• Facilities – Grant	\$9,833.00	
• Facilities – Remainder	\$7,167.00	
• Audio-Visual, Set-Up	0	
• Food Service	\$1,400.00	
• Conference Social	\$14,000.00	
• Electrical Grant	\$8,000.00	
• Electrical/Decorating	\$7,000.00	
• Security	\$5,500.00	
• Travel	\$2,000.00	

Preliminary FY'19 Operating Budget - 10/19/2018



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ATTACHMENT "A" Continued

• First aid services	\$700.00	
• Communications	\$500.00	
• T-Shirts	\$5,000.00	
• Other	\$8,000.00	
NLSC	--	
• Conference Registration	\$19,500.00	
• Hotel Rooms/Travel	\$17,000.00	\$325.96
• Catering & A/V	\$0	
• Misc. Expenses	\$3,800.00	\$2,066.00
Association Fees/Ins.	\$6,350.00	
Sales Expense	\$2,500.00	
Scholarship Disbursements	\$7,000.00	\$3,000.00
Equipment	0	
Other Expenses	\$5,000.00	
Total Expenses	\$232,650.00	\$23,743.87

Notes: