



MINUTES

NEVADA ASSOCIATION OF SKILLSUSA
WINTER BOARD MEETING
ACADEMY OF ARTS, CAREERS AND TECHNOLOGY
380 EDISON WAY, RENO, NV 89502
SATURDAY, JANUARY 11, 2024
9:00 AM

Roll Call: Members Present
Kristina Carey, Member
Clint Barnes, Member
Tim Conley, President
Scott Holcomb, Member
Matt Mayhood, Secretary
Sindie Read, State Director
Arlene Lovino, Member
Daniel Sylvester, Member
Dawnne Smith-Craig, Member
Kathie Smith, Member
Fred Wright, Member

Members Present via Video Conference
Justin Munson, Member
Alvin (Lee) Roberts, Member

Members Present via Telephone
None

Members Absent
Tristan Hays, Member
Dr. Dana Ryan, Member

Guests Present
None



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MEETING CALLED TO ORDER AT 10:05 AM

Introductions

Information

The members of the Board of Directors introduced themselves.

Approval of Meeting Agenda

Action

MOTION TO APPROVE THE MEETING AGENDA AS PRESENTED.

MOTION: SMITH CRAIG SECOND: CAREY VOTE: UNANIMOUS

Approval of the Fall Meeting Minutes

Action

APPROVAL OF THE FALL MEETING MINUTES AS PRESENTED.

MOTION TO APPROVE THE FALL BOARD MEETING MINUTES AS PRESENTED.

MOTION: WRIGHT SECOND: CAREY VOTE: UNANIMOUS

Year-to-date Financial Report

Information

Sindie Read reports that we are in the "black." Membership is going well. Leadership earned \$7,200 and the organization spent \$5,000. Read says there have been no costs that have not been expected. Purchasing for the State Conference has already begun.

Fall Leadership Report

Information

There were about 450 people who attended. We had two conferences, one in the north and one in the south. Tim Conley wanted to make sure in the future we gather data after the event to ensure success of the event. The largest complaint was the climate inside the building. One complaint we had was that the building, Clark High School, was cold. Attendees enjoyed the catered food from Chick-fil-a. Kristina Carey says there is a former CTSO-aligned person who owns a Chick-fil-a location in Las Vegas, we can go through him in the future.



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Board Positions

Action

At the last board meeting, President Tim Conley notified the Board that he will resign and retire from the Board of Directors effective at the conclusion of the Winter Board Meeting.

Dr. Dana Ryan informed the Board President, Secretary and State Director of her resignation effective January 5, 2025.

Two people applied for membership to the Board of Directors. Samuel Couto applied in Region 1. Benjamin Stewart applied for Region 4. Nobody from Region 3 applied for that position.

This is Lee Roberts's last meeting as a board member from Region 4.

MOTION TO APPROVE SAMUEL COUTO TO FILL THE REGION 1 MEMBER POSITION.
MOTION: HOLCOMB SECOND: WRIGHT VOTE: UNANIMOUS

MOTION TO APPROVE BENJAMIN STEWART TO FILL THE REGION 4 MEMBER POSITION.
MOTION: MAYHOOD SECOND: SMITH CRAIG VOTE: UNANIMOUS

Clinton Barnes announced that he is returning to industry and will no longer be a teacher and therefore not qualified to fill a member position from Region 4. Tristan Hays suggested Clinton Barnes be moved to a Business and Industry member. Clinton Barnes indicated his desire to be a Business and Industry Member.

MOTION TO APPOINT CLINTON BARNES TO A BUSINESS AND INDUSTRY POSITION.
MOTION: SMITH-CRAG SECOND: WRIGHTS VOTE: UNANIMOUS

Both Sindie Read and Tim Conley advised that we need more Business and Industry representation on the Board of Directors.



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Arlene Lovino asked if there are any specific businesses we may want on the Board. Conley says there are no specific businesses. Kristina Carey brought forth a company which may be contacted.

Board Elections

President

Matthew Mayhood and Fred Wright have nominated themselves to the President Position. Kristina Carey nominated Dawnne Smith-Craig on behalf of Tristan Hays.

Discussion occurred regarding the three candidates.

Summary Vote Details	
Matthew Mayhood	8
Dawnne Smith-Craig	2
Fred Wright	2

VOTE TO ACCEPT RESULTS FOR PRESIDENT OF THE NEVADA ASSOCIATION OF SKILLSUSA BOARD OF DIRECTORS AS PRESENTED.

MOTION: SMITH-CRAIG SECOND: WRIGHT VOTE: UNANIMOUS



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Vice-President

Dawnne Smith-Craig named herself as a nominee. Kathie Smith nominated Fred Wright.

A discussion occurred regarding the candidates.

Summary Vote Details	
Dawnne Smith-Craig	5
Fred Wright	7

VOTE TO ACCEPT RESULTS FOR VICE-PRESIDENT OF THE NEVADA ASSOCIATION OF SKILLSUSA BOARD OF DIRECTORS AS PRESENTED.

MOTION: HOLCOMB

SECOND: MAYHOOD

VOTE: UNANIMOUS

Secretary

Kristina Carey nominates Dawnne Smith-Craig as Secretary.

VOTE TO ELECT DAWNNE SMITH-CRAIG AS SECRETARY OF THE NEVADA ASSOCIATION OF SKILLSUSA BOARD OF DIRECTORS

MOTION: HOLCOMB

SECOND: BARNES

VOTE: UNANIMOUS

Matthew Mayhood thanked Tim Conley for his participation and leadership during several difficult years with limited budgets and COVID.

Kathie Smith also thanked Tim Conley for this leadership.



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Regional Contest 2025

Information/Action

Douglas High School enrolled in Auto. There is one more student who needs to take the test.

Dawnne Smith-Craig reports she has one student left to test as well.

Tim Conley shared the history of the Auto Regional Contest and how it works. The formula to bring students from Regionals to State has always worked, but we need to revisit our formula to ensure there is equality as a result of the North beginning a new program. Dawnne Smith Craig says she does not suggest using a cut score to determine who goes to State.

A conversation occurred regarding the formula process.

Sindie Read wanted to make sure the Board of Directors is aware of the fact that students from the North will be participating that will affect the formula.

Great Basin College has declined hosting the Welding Contest in the Northeast. Justin Munson will host the contest at his school, Carlin High School.

State Conference 2025

Information/Action

The Reno Bowling Stadium is hosting our social activity.

The first Contest Chair meeting is January 28 at Academy of Arts, Careers and Technology. Matt McKay with Washoe County School District is managing the contest chairs.

A discussion occurred regarding the use of the Professional Development Program (PDP) test as part of the contest score to align with the national scoring policy.

MOTION TO USE THE PROFESSIONAL DEVELOPMENT PROGRAM (PDP) TEST AS A PART OF THE CONTEST SCORE.

MOTION: SMITH-CRAIG

SECOND: HOLCOMB

VOTE: UNANIMOUS



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National Conference 2025

Information

The Nevada Delegation is staying at the Courtland Grand in Atlanta, Georgia.

The National Leadership and Skills Conference is scheduled for June 23-27, 2024. In 2025, the dates change to June 1-5, 2026.

Board Member Attendance

Information/Action

Sindie Read reminded the Board that they need to attend events. At Nationals, we need as many board members as possible to attend.

MOTION TO ALLOCATE FUNDS FOR BOARD OR NEVADA SKILLSUSA STATE STAFF TO TRAVEL TO NATIONALS AND/OR STATE WITH THE UNDERSTANDING THAT IF THE FUNDS ARE NOT USED THEY WILL RETURN TO THE GENERAL BUDGET.

MOTION: WRIGHT SECOND: SYLVESTER VOTE: UNANIMOUS

Summer Meeting

Information/Action

The Summer Board meeting traditionally meets the day prior to the beginning of the Nevada Association for Career and Technical Education (NVACTE) Summer Conference. The dates for the conference are July 15-17, 2025.

The Summer Board Meeting will be held on Monday, July 14, 2025 at 9 A.M. at Academy of Arts, Careers and Technology.

MOTION: BARNES SECOND: HOLCOMB VOTE: UNANIMOUS

Other Business

Information

Kristina Carey reports the Office of Career Readiness, Adult Learning, and Education Options office is in transition to new leadership. The new structure is that they will not have cluster-specific and content-specific experience over the clusters.

Craig Statucki is no longer the Director. The new Director is Anna Reynolds.



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Carey reports the funding should not change for Career and Technical Student Organizations (CTSO).

Kathie Smith thanks Kristina Carey for her role and work in the Nevada Department of Education.

Kristina Carey encouraged student and advisor participation during the upcoming legislative session, so they are part of the discussion of budgets in an effort to help them understand how the legislature works.

Senate Bill 45 will adjust the funding formula for Career and Technical Education in Nevada Allocation to provide funding per student enrolled in Levels II, III, AS and other complementary courses.

The feasibility of returning the State Conference to Las Vegas is delayed as lodging has not been secured. Tristan Hays recommends that the State Conference be in Reno for the 2026 conference.

Sindie Read reports that she will have more free time to travel throughout the state for SkillsUSA Nevada business. Sindie Read reports that the contract has not been raised in several years. Read says the State Director position should be funded as a full-time position.

Tim Conley reports the way the budget was created was around people and remaining in the black. He says it may be time to review the full budget and determine if we need to adjust financial allocation. Tim Conley asked Sindie Read to provide the Board with her budget proposal. Kristina Carey will provide some details from other CTSSO.

The Board will hold a budget workshop at the State Conference.

Sindie Read reports the SkillsUSA Chapter at Arts, Careers and Technology wants to help a middle school launch a SkillsUSA Chapter at the middle school level as part of their service project. Tim Conley reminded the board of an ongoing concern being middle school travel and the limits surrounding their participation.



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Great Basin College has asked to host the Fall Leadership Conference in 2026. Great Basin College is also in the preliminary stages of sending participants back to the state conference.

Tim Conley reports that the messages from Mailerlite are not being received by various members. He suggests the organization search for a new mailing list system.

Tim Conley thanks the Board.

Meeting Adjournment

Action

MOTION TO ADJOURN MEETING AT 12:44 P.M. P.T.

MOTION: SMITH

SECOND: HOLCOMB

VOTE: UNANIMOUS

APPROVED BY BOARD



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Nevada Association of SkillsUSA
Preliminary FY'25 Operating Budget

REVENUE

Revenue	FY '25 Budget	FY '25 Actual
Membership Dues	\$ 25,000.00	\$ 9,399.95
Gifts, Grants, Etc.		
State CTSD Fun	\$ -	
Federal/State Lead. Funds	\$ 20,000.00	\$ 20,000.00
Scholarship/Other Grants	\$ -	
NLSC Travel Reimbursement	\$ 30,000.00	
Other contributions		
Registration Income		
Leadership Conference	\$ 15,000.00	\$ 7,200.00
Regional Contest	\$ 2,000.00	
State Conference	\$ 240,500.00	
NLSC	\$ 36,000.00	\$ 1,125.00
Other Income	\$ 4,000.00	\$ 3,543.91
Interest Income	\$ -	
Total Revenue	\$ 372,500.00	\$ 41,268.86

EXPENDITURES

Expenses	FY '25 Budget	FY '25 Actual
Donations		
General Supplies	\$ 15,000.00	\$ 1,252.71
Postage	\$ 150.00	
Travel		
St. Officer/advisor travel	\$ 40,000.00	\$ 4,437.57
Board Travel	\$ 10,000.00	\$ 4,082.23
Printing	\$ 500.00	
Coordinator Contracts	\$ 45,000.00	\$ 9,050.00
Conferences		
Leadership Conference		
Supplies	\$ 4,000.00	\$ 888.19
Speakers		
Facilities	\$ 2,000.00	
Buses	\$ 5,000.00	
Catering Expense	\$ 4,000.00	\$ 3,108.17
Entertainment		
Regional Contests		
Supplies	\$ 1,000.00	
Host Site Payments	\$ 500.00	
State Conference		
Supplies (contest, other)	\$ 25,000.00	
Speakers		
Facilities	\$ 55,000.00	\$ 4,995.00
Audio-Visual, Set-Up		
Food Service	\$ 12,500.00	
Conference Social	\$ 20,000.00	
Electrical	\$ 50,000.00	
Security	\$ 3,500.00	
First Aid Services	\$ 700.00	
Communications	\$ 300.00	
T-Shirts	\$ 8,000.00	
State Patriation Award		
Other	\$ 2,000.00	\$ 4,125.00
NLSC		
Conference Registration	\$ 30,500.00	\$ 882.14
Hote Rooms/Travel	\$ 8,350.00	\$ 5,833.81
Grant Expenditures	\$ 20,000.00	
Catering & A/V		
Misc. Expenses	\$ 4,500.00	\$ 366.30
Association Fees/Insurance	\$ 11,500.00	\$ 650.00
Software	\$ 5,000.00	
Sales Expense	\$ 2,500.00	
Scholarship Disbursements	\$ 4,000.00	\$ 2,000.00
Equipment		
Other Expenses	\$ 2,000.00	
Total Expenses	\$ 392,500.00	\$ 41,671.12



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Samuel Couto

Professional Summary

Experienced Manufacturing Instructor and Department Leader with a strong background in welding, CNC operations, and industrial technologies. Passionate about fostering a hands-on, real-world learning environment for students while providing leadership and guidance to teaching staff. Skilled in curriculum development, team management, and industry partnerships. Holds a Standard Business and Industry Grade Level 7-A License with endorsements in Manufacturing Technologies.

Licenses & Certifications

- **Standard - Business and Industry Grade Level 7-A License, State of Nevada**
Valid: 6/22/2023 – 9/19/2028
Endorsements in Manufacturing Technologies

Education

Truckee Meadows Community College — Reno, NV
Associate of Applied Science in Manufacturing Technology (Welding)
Graduated: 2024

Professional Experience

Washoe County School District — Sparks, NV
Department Leader & Manufacturing Instructor (Level 1-AS Program)
2018 – Present

- Lead and manage the Manufacturing Department at Sparks High, overseeing the professional development of 13+ teaching staff in manufacturing technologies.
- Develop and implement industry-relevant curriculum that integrates hands-on learning experiences with real-world applications of manufacturing technologies.
- Provide mentorship and guidance to faculty, ensuring alignment with district goals and industry standards.
- Build and maintain relationships with local industry partners to ensure curriculum reflects current trends and job market demands.

Western Nevada College — Carson City, NV

- Instructed college students in manufacturing technology while providing one-on-one training to help students master these skills.
- Developed a comprehensive curriculum that combined theory and practical application to prepare students for entry-level positions in welding.
- Maintained a clean and safe working environment, adhering to all OSHA safety guidelines.

Technical Skills & Expertise

- **3D Modeling & CAD Software:** Autodesk Fusion 360, SolidWorks
- **Manufacturing Technologies:** Product Development, Industrial Design, CNC Programming, Prototyping
- **Teaching & Leadership:** Curriculum Development, Faculty Mentorship, Classroom Management, Team Leadership
- **Safety & Compliance:** OSHA Standards, Lab Safety, Equipment Maintenance

Additional Information

- Proven ability to lead and manage teams, with a focus on fostering collaboration and ensuring staff and student success.
- Experienced in integrating current industry practices and technologies into educational programs to enhance student learning outcomes.
- Strong communication skills, both in classroom settings and in professional collaboration with faculty, students, and industry partners.



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Read, Sindie

From: Benjamin Stewart <stewab1@nv.ccsd.net>
Sent: Tuesday, October 29, 2024 1:08 PM
To: careers@nvskillsusa.org
Subject: [EXTERNAL] New entry for Member, Region 4, Board of Directors (4 of 4 Positions)

You don't often get email from stewab1@nv.ccsd.net. [Learn why this is important](#)

⚠ External Email: This email originated outside of WCSD. Please exercise caution. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Field	Value
Position	Member, Region 4, Board of Directors (4 of 4 Positions)
Name	Benjamin Stewart
E-Mail Address	stewab1@nv.ccsd.net
Phone Number	702-799-6800
Years of Experience in SkillsUSA as a Professional Member/Advisor	Five years
Brief Statement Describing Interest/Qualifications/Background	Mr. Stewart has been involved with SkillsUSA for five as a professional member and advisor. Throughout this time, he has been deeply committed to fostering students' personal and professional growth, guiding them in developing industry-relevant skills and leadership qualities. His background as a CTE/Culinary Art's teacher allows Mr. Stewart to bring real-world experience and a passion for teaching into his role with SkillsUSA. He is enthusiastic



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	about supporting the organization's mission to empower students through career and technical education.
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Western Nevada College
2201 West College Parkway, Carson City, Nevada, 89703

Dr. Dana Ryan
Vice President, Academic & Student Affairs
775-445-4454 • dana.ryan@wnc.edu

January 11, 2025

Tim Conley, President
Sindie Read, Director
Nevada Association of SkillsUSA

Dear President Conley, Director Read, and Nevada SkillsUSA Board members:

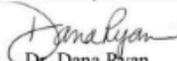
It has been a privilege and an honor to serve alongside all of you in advancing the mission of SkillsUSA and empowering students across Nevada. After much consideration, I am resigning my position on the board, effective immediately.

I am deeply grateful for the opportunity to contribute to SkillsUSA and to play a role in supporting the development of Nevada's future leaders. However, I believe it is the right time to make space for others to bring fresh perspectives, ideas, energy, and leadership to ensure the organization is well positioned to maintain relevance and impact for future Nevada students.

I will continue to champion SkillsUSA, support the mission and activities of the Nevada Association, and advocate for the critical role that Career and Technical Student Organizations play in shaping students' lives and careers.

Thank you again for the opportunity to be a part of this meaningful work. I look forward to seeing the continued growth and success of the organization.

Sincerely,


Dr. Dana Ryan