

**MINUTES  
CITY OF NORTH LAS VEGAS  
EDUCATION ADVISORY COMMITTEE SPECIAL MEETING**

February 28, 2022

**CALL TO ORDER**

5:07 PM, City Hall, Council Chambers, 2250 Las Vegas Boulevard North,  
North Las Vegas, Nevada 89030

**ROLL CALL**

**COMMITTEE MEMBERS PRESENT**

Committee Member Calvo  
Committee Member Hirschi  
Committee Member Johnson  
Committee Member Magallon  
Committee Member Ortega  
Committee Member Pablo-Bazan (Joined 5:10 p.m.)  
Committee Member Mathis  
Committee Member Breier (Via online, Joined 5:00 p.m., Left 6:48 p.m.)  
Committee Member Garvin  
Committee Member Davis  
Committee Member Serrano

**STAFF PRESENT**

Community Services and Engagement Director Serafin Calvo  
Senior Deputy City Attorney Jarvis-Denman  
City Clerk Rodgers  
Deputy City Clerk II Rivera  
Deputy City Clerk II/Recording Secretary McDowell

**PLEDGE OF ALLEGIANCE - BY INVITATION**

Committee Member Hirschi

**PUBLIC FORUM**

There was no public participation.

### **ELECTION OF OFFICERS**

#### **1. Swearing-in of Committee Members. (For Possible Action)**

City Clerk Jackie Rodgers swore in Education Advisory Committee Members

ACTION: APPROVED

#### **2. Nominate and Elect a Committee Chairperson. (For Possible Action)**

ACTION: ELECTED STEPHANIE JOHNSON AS CHAIRPERSON

MOTION: Committee Member Mathis

SECOND: Committee Member Ortega

AYES: Committee Members Ortega, Mathis, Johnson, Pablo-Bazan, Hirschi,  
Davis, Garvin, Serrano, Breier, Magallon, Calvo

NAYS: None

ABSTAIN: None

#### **3. Nominate and Elect a Committee Vice-Chairperson. (For Possible Action)**

ACTION: ELECTED CRYSTAL HIRSCHI AS VICE-CHAIRPERSON

MOTION: Committee Member Ortega

SECOND: Committee Member Calvo

AYES: Committee Chairperson Johnson, Committee Members Ortega, Calvo,  
Mathis, Pablo-Bazan, Hirschi, Davis, Garvin, Serrano, Breier, Magallon

NAYS: None

ABSTAIN: None

### **AGENDA**

#### **4. Approve Education Advisory Committee Special Meeting Agenda of February 28, 2022. (For Possible Action)**

ACTION: APPROVED

MOTION: Committee Chairperson Johnson

SECOND: Committee Member Calvo

AYES: Committee Chairperson Johnson, Vice-Chairperson Hirschi, Committee  
Members Calvo, Ortega, Mathis, Pablo-Bazan, Davis, Garvin, Serrano,  
Breier, Magallon

NAYS: None

ABSTAIN: None

## **CONSENT AGENDA**

### **BUSINESS**

#### **5. Presentation by the City Attorney's Office regarding the Open Meeting Law. (For Discussion Only)**

Senior Deputy City Attorney Rhiann Jarvis-Denman provided the Open Meeting Law (OML) presentation. She stated that the OML was enacted in order to ensure that the actions and deliberations of public bodies are conducted openly. She provided the definition of a quorum for the Board, explained the criteria that invokes OML requirements, defined the deliberative process, and explained agenda requirements, as defined by the OML. She shared when the OML is not invoked and illustrated how a walking quorum is a violation of the OML. She provided three example cases where the OML may have been violated, provided background information and why some of the courts held were violations and which were not considered violations. She stated the Committee could reach out to her to ask if they were crossing a line and she would be happy to tell them yes or no. She stated she is at the disposal of the committee and wished them good luck.

Committee Chairperson Johnson asked Senior Deputy City Attorney Rhiann Jarvis-Denman if it were a violation of Open Meeting Law if someone was told not to respond but did.

Deputy City Attorney Jarvis-Denman replied to Chairperson Johnson that it depended upon what the discussion was. She said if they were responding and deliberating on what the topic was, that could be an issue. She stated it was better for the board to not mass e-mail each other as a quorum. She said when City Clerk Rodgers notified the board of an upcoming meeting, it would be blank carbon-copied to all members so members would not be able to reply to the emails. Deputy City Attorney Jarvis-Denman said that was best practice to not send anything to all of the board members at once.

Committee Chairperson Johnson asked Deputy City Attorney Jarvis-Denman who kept time when the public spoke at meetings.

Deputy City Attorney Jarvis-Denman replied to Chairwoman Johnson that the City Clerk's Office operated the timer.

City Clerk Rodgers explained to Chairperson Johnson the operations of the timer.

Senior Deputy City Attorney Jarvis-Denman displayed a visual presentation of the Nevada Ethics in Government NRS 281A. She provided examples of conflicts of interest and defined conflict of interest as written in the statute.

**6. Presentation by City Clerk regarding the City Clerk's Office and Agenda Management. (For Discussion Only)**

City Clerk Jackie Rodgers introduced the City Clerk's Office staff and explained the three main pillars of the office. She explained absences from meetings and asked the members to let herself or Director Calvo know prior to the meeting if they were going to be absent. City Clerk Rodgers asked the members to complete the Willingness to Serve forms before they left the meeting and to announce their names before they spoke during meetings.

Community and Engagement Services Director Calvo provided the bylaws regarding absences and stated that two unexcused or three excused absences in a 12-month period constituted excessive absences.

**7. Discuss, Develop and Approve a Strategic Plan outlining the Committee's Purpose and Goals.**

Director Calvo stated the purpose of the committee, as written in the bylaws.

Director Calvo stated there was a recommendation that they form subcommittees due to the large size of the board. He said they could do their due diligence and send information to him to compile the information into one document they could all discuss.

Vice-Chairperson Hirschi stated there were 44 schools in the city and they could split up and meet with principals to address their individual school's needs.

Committee Member Davis stated she was interested in individualized curriculums, bullying prevention programs and project-based learning. She said children heard about current affairs that were scary and there should be an approach which alerted parents on the topics of discussion at the school.

Committee Member Brier virtually stated she recommended parent involvement. She virtually said she wanted to form a sub-committee to entice parents to become more involved. Committee Member Brier virtually stated that would assist in chronic absenteeism in the schools.

Committee Member Pablo-Bazan stated she wished to help with parent engagement with regard to the non-English speaking community. She said she wanted to use her background in media as a tool to reach the community.

Committee Member Garvin stated the engagement from the classrooms could be solved by examining the curriculum, what they were teaching and how they were teaching it. She said they needed to ensure students were able to become gainfully employed. She said she wanted to see a family and parent resource center in North

Las Vegas that could provide resume assistance.

Committee Member Serrano stated she wanted to acknowledge students succeeding but also focus on students struggling. She said it was important for children to have someone outside the family they felt they could talk to.

Director Calvo stated principals mostly needed family engagement, bilingual support and wraparound services.

Committee Member Davis said financial literacy lessons for high school students would help them prepare. She said an idea to entice seniors to attend college would be to provide college trips for them.

Committee Member Calvo said the mentorship program from CCSD came out of the Community Partnership office. She said it had not been active for a few years but she had participated in it 10 years ago. She said it had lots of success and was comprised of listening to students which went a long way to assist them.

Committee Member Serrano stated the committee had many ideas but that they needed to be subdivided into groups as some ideas would transcend grades.

Chairperson Johnson stated she would entertain a motion.

Committee Member Calvo made a motion to make the first subcommittee family engagement.

Committee Member Mathis said under the topic family engagement, they could discuss the family and parent resource center. She said if they went ahead with Committee Member Calvo's motion, the family engagement would be the key. She stated wraparound services for students and teachers would be under that. Then she stated project-based learning would be under that. She stated the third one would be bilingual education. She stated a subtopic under bilingual education would be project-based learning and acknowledging students and teachers.

Committee Member Mathis provided a description of wraparound services. She said that was where they coordinated with other organizations to ensure children and families were supported and served.

Committee Member Calvo said the subcommittees could be family engagement, wraparound services for students, teachers and staff, and teacher and staff leadership training.

Committee Member Serrano stated they got first-year teachers who went elsewhere afterward due to working less. She said presently there was no incentive to keep teachers in the schools.

Committee Member Calvo made a motion to establish three subcommittees:

- 1) Family Engagement Subcommittee
- 2) Wraparound Services Subcommittee
- 3) Teacher Retention, Staffing and Leadership Subcommittee

ACTION: APPROVED

MOTION: Committee Member Calvo

SECOND: Committee Member Serrano

AYES: Chairperson Johnson, Vice-Chairperson Hirschi, Committee Members Calvo, Serrano, Ortega, Breier, Magallon, Davis, Mathis, Pablo-Bazan, Garvin

NAYS: None

ABSTAIN: None

Chairperson Johnson asked committee members what subcommittees they would like to choose.

Vice-Chairperson Hirschi and Committee Members Davis and Ortega chose Wraparound Services.

Chairperson Johnson, Committee Members Calvo, Serrano and Garvin chose Teacher Retention, Staffing and Leadership.

Committee Members Mathis, Pablo-Bazan, Breier and Magallon chose Family Engagement.

Chairperson Johnson asked staff if the subcommittees were able to meet. She said she thought they could not but that they could discuss items to bring to the full committee.

Director Serafin Calvo replied to Chairperson Johnson that he thought as long as there were four or less members, they were able to meet.

Senior Deputy City Attorney stated that the subcommittees were still required to comply with the Open Meeting Law as they were appointed by the board to discuss certain subjects. She said if they were all meeting together on the subcommittee, they needed to have an open meeting.

Committee Member Mathis asked staff how they would pull their subcommittees together to talk and if they always needed to meet in that type of setting.

Deputy City Attorney Jarvis-Denman replied to Committee Member Mathis that they could discuss matters they wanted to discuss with the full subcommittee or individually

on their own and bring it back to a subcommittee meeting to discuss with the full committee in an open meeting. She said they could not form a collective opinion or decision without having an open meeting.

Committee Member Serrano asked if they could discuss topics within their subcommittee and bring them to the full group.

Deputy City Attorney Jarvis-Denman replied to Committee Member Serrano that that was correct.

Chairperson Johnson asked if they could discuss a hypothetical plan to bring back to the larger committee to say that was what they suggested.

Senior Deputy City Attorney Jarvis-Denman replied to Chairperson Johnson that they could do that but it would have to be done in a public setting. She said they could coordinate with Serafin Calvo and the Clerk's Office if they were going to collectively as a committee come to a determination they wanted to propose to the entire board. She stated if they discussed separately ideas in groups of two or thought of things on their own, they should let Serafin Calvo know and he would put it on an agenda for a future meeting.

Committee Member Calvo asked Chairperson Johnson if they could call a separate meeting for each subcommittee.

Chairperson Johnson replied to Committee Member Calvo that she thought they could, she would just need the information in a timely fashion beforehand.

Director Calvo stated to Committee Member Calvo that the Clerk's Office needed 30 days in advance to prepare the agenda for the meeting and that they would not have enough time. He said subcommittees cannot meet all of the subcommittees to discuss, but they could break the subcommittee into two people and if they sent the ideas to him, he could compile the information and make that a part of a future special meeting between present day and their next meeting in May, 2022.

Chairperson Johnson asked if that would be excluding a few committee members.

Director Calvo replied to Chairperson Johnson that since 4 people on the subcommittee could not collectively discuss, the first two could discuss and the second two could discuss and what they both came up with he would compile the information for the whole.

Senior Deputy City Attorney Jarvis-Denman stated the whole committee could have a meeting on the ideas that the two smaller groups of two members each came up with. She said they could then discuss collectively if that was something they wanted to take to the board.

Committee Member Davis asked if they were individually able to reach out to outside organizations on behalf of the committee.

Director Serafin Calvo stated he would encourage that and he said there was so much to be done. He said he was excited about that as they were only scheduled for four meetings a year.

Senior Deputy Attorney Jarvis-Denman said if they had ideas they had discussed within their subcommittee that they could bring them to Director Calvo to address during the full committee meeting.

Committee Member Mathis asked how they could talk as a subcommittee before their next regular meeting in May.

Senior Deputy Attorney Jarvis-Denman said they could have an open meeting with the subcommittee and designate what everyone was doing. She said they could express their goals as a subcommittee during a public meeting and they could go out and do what they were doing and then meet again before a full meeting and bring those goals to the full committee.

Chairperson Johnson asked Senior Deputy Attorney Jarvis-Denman if having the meeting would mean the members of the subcommittee would need to be present.

City Attorney Jarvis-Denman replied to Chairperson Johnson that the subcommittee members would need to be present.

City Clerk Jackie Rodgers stated the subcommittee meeting would need to be properly posted and follow the same routine as for posting a regular meeting agenda.

Committee Member Pablo-Bazan said they could meet, but only in twos. She said then at the full meeting they would bring their ideas there and make the decisions, collectively.

Senior Deputy City Attorney Jarvis-Denman said the best idea for logistic purposes would be to find out what time worked best for the subcommittee meeting to happen. She said that way they could formulate what they wanted to do. She said that was her recommendation.

Committee Member Calvo said she suggested the subcommittees put 30 days in advance and schedule subcommittee meetings for the month of April, 2022 so by May they would bring their ideas to the May regular full committee meeting.

City Clerk Rodgers stated they would work with the subcommittees but they needed to bear in mind that one week is posting time and was not preparation or organization



time. She said it was strictly having it fully prepared and posted. She said there was that lag time.

Committee Member Calvo said it was a good discussion, because if they met quarterly, the subcommittee meetings would be between the full committee meetings. She said they would be calendared so they would have an ongoing discussion.

City Clerk Jackie Rodgers stated that Council Chambers was committed to other committees so they could not conflict with City Council or Planning Commission. She said Mondays were the only days where there was not a conflict of some sort.

Chairperson Johnson stated if they had the subcommittees meet in an open meeting, they were talking about three different meetings within a month or month and a half. She said she felt they needed to consider that. She said perhaps one subcommittee could get calendared as they were all new to that and she needed to converse to figure out if she were doing things properly.

Director Calvo replied to Chairperson Johnson that that made sense due to the time restriction. He said staff needed time to prepare and post and would be difficult to accomplish. He suggested forwarding individual ideas to him via email or phone call and they would compile them with an individual from each committee to move them forward. He suggested one special meeting before the regular meeting in May, 2022. Director Calvo suggested another recommendation was that Council and City Clerk could send options or the way they could move forward so that they could cut the confusion.

Committee Member Davis asked if they could split one meeting amongst the three subcommittees.

Committee Member Ortega asked if they were able to switch committee members.

Senior Deputy City Attorney Jarvis-Denman replied to Committee Member Ortega they did not want to do that as it violates open meeting if they were trying to meet with a few members to get a vote. She said otherwise, they could meet and discuss ideas and then bring them to Director Calvo to have placed on a meeting.

Chairperson Johnson stated they would have a special meeting where the subcommittees would present. She said in the meantime they would email Director Calvo their thoughts individually of the business of the subcommittees.

Director Calvo said as long as they knew what subcommittee they were on and knew what the topic was, they could email him their suggestions individually. He said they would do the work of organizing the items for the special meeting.

City Clerk Jackie Rodgers replied to Chairperson Johnson that she would add she just

checked with counsel to ensure it was feasible. She said it was the idea of having a split meeting. She said one of the problems they had was staffing. She said they were short and if they had a meeting for each subcommittee with multiple agendas, it would be tough. She said if they needed to do it they would. She said she suggested one agenda with each subcommittee on the agenda, 4:00 p.m., 5:00 p.m., and 6:00 p.m. She said it would be one agenda produced but had all the items listed.

Committee Member Calvo made a motion to approve a special meeting prior to the next regularly scheduled meeting to have a split subcommittee meeting, date to be determined.

ACTION: APPROVED

MOTION: Committee Member Calvo

SECOND: Committee Member Serrano

AYES: Chairperson Johnson, Vice-Chairperson Hirschi, Committee Members Calvo, Serrano, Ortega, Pablo-Bazan, Mathis, Davis, Magallon, Garvin

NAYS: None

ABSTAIN: None

ABSENT: Committee Member Breier

### **STAFF ITEMS**

There were no staff items.

### **COMMITTEE ITEMS**

There were no committee items.

### **PUBLIC FORUM**

There was no public participation.

**ADJOURNMENT**

Chairperson Stephanie Johnson adjourned the meeting at 6:50 p.m.

**APPROVED:** 08/01/2022

---

Stephanie Johnson,  
Chairperson

---

Erin Obed,  
Deputy City Clerk II