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Name of Organization: Advisory Council on Science, Technology, Engineering and Mathematics (STEM) Recognition Subcommittee

Date and Time of Meeting: April 11, 2016, 2:00 PM

Place of Meeting: Governor's Office of Science Innovation and Technology (OSIT)  
100 N. Stewart Street, Suite 220  
Carson City, NV 89701

The following numbers were used to join the conference call:

North: 775-687-0999 or

South: 702-486-5260

Access Code: 70987 push #

**MINUTES**

- I. Call to Order/Roll Call  
Richard Knoeppel, Co-Chair  
Judy Kraus, Co-Chair

Members Present: Gerd Poppinga, Judy Kraus, Richard Knoeppel, Dave Brancamp, Shelace Shoemaker

Guests Present: Laura Aten

Staff Present: Brian Mitchell, Dale Ann Luzzi

A quorum was declared.

- II. **Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

There was no public comment.

- III. **Welcoming Remarks**  
Richard Knoeppel, Co-Chair  
Judy Kraus, Co-Chair

Mr. Knoeppel welcomed and thanked everyone for attending the meeting. He went on to thank Mr. Mitchell for all the work he has done on the application.

- IV. **Approval of the Minutes from the February 17, 2016 and March 14 meetings**  
(For possible action)  
Richard Knoeppel, Co-Chair  
Judy Kraus, Co-Chair

This item was tabled till the next meeting.

- V. **Discussion Regarding School Recognition Events**  
Richard Knoeppel, Co-Chair  
Judy Kraus, Co-Chair

The subcommittee discussed P-12 versus K-12. The subcommittee decided that if a preschool is part of a school they could apply. Mr. Knoeppel suggested that the application be converted to a PDF for ease of completion and it will also be easier for the review team. Mr. Knoeppel suggested making the word limit the same. Mr. Mitchell will make the changes suggested by the subcommittee and have it ready for the next meeting. Mr. Mitchell said the subcommittee needs to discuss the roll out plan of the application.

Mr. Knoeppel asked if there had been any discussion regarding the budget and who would pay for the recognition events. Mr. Mitchell said that he will move funds in his budget to cover the costs for the recognition events. This will then create a budget line item which will fund future recognition events.

The subcommittee next discussed how to recognize students. Ms. Kraus said the students should receive certificates and the school receive the Governor's seal which could be digital. Ms. Shoemaker suggested a banner for the school. The legislation says "recognize not more than 15 schools that demonstrate exemplary performance in such fields". The STEM Advisory Council can define exemplary performance. Mr. Mitchell asked about possibly just recognizing the top schools and invite the others schools to receive their certificates and have a networking opportunity. Mr. Mitchell suggested the schools that fell into one of the categories from platinum to emerging be invited to attend the event. At the event only the platinum schools would come to the stage to get their banner/plaques and a photo with the Governor. The subcommittee agreed.

Mr. Mitchell will draft this proposal and have it ready for the subcommittee to present at the Advisory Council meeting on April 25, 2016.

VI. Consider Agenda Items for the Next Meeting **(For Possible Action)**

- Focus on student recognition
- Research on the banners just for the school
- More detailed budget

VII. **Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

There was no public comment.

VIII. Adjournment

The meeting was adjourned at 2:58 pm.

DRAFT