

The Public Education Foundation STEM Council Fiscal Agent Proposal
Cover Letter

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Brief business description, mission and history

Mission

The Public Education Foundation works to bring about transformational change in teaching, learning and education leadership.

About Us

At its core, The Public Education Foundation invests in ideas. We investigate and evaluate ways that Nevada's children can be better educated. The Foundation, a nonprofit organization, is a hands-on think tank. We create dynamic initiatives and programs that reimagine and improve public education. We work collaboratively with individuals, other nonprofits, businesses, Clark County School District and local governments to efficiently and effectively marshal our resources. Our solutions to the challenges of educating a growing and diverse Southern Nevada population are to have an impact on schools and the school district at multiple levels from grassroots classroom participation to systemic reform. Our initiatives and programs empower teachers and students, reduce bureaucracy, ensure accountability, leverage resources, and deliver results. For more than two decades, we have been working to bring about transformational change in teaching, learning and education leadership. It is a mission we pledge to honor today and into the future.

Key personnel and relevant skills

President & CEO

Judi Steele is President & CEO of The Public Education Foundation. She is one of the founders of the nonprofit organization and also has served local, national and international education and business communities as an educator, business owner, consultant and executive coach. She holds a Bachelor of Arts degree in sociology and elementary education from Hunter College. Judi began her distinguished education career as a fifth grade teacher at P.S. 171 in East Harlem. Before beginning her career with the Clark County School District, she taught elementary and middle school in Providence, Rhode Island, where she began her graduate studies at Brown University. She completed her Master of Education degree in secondary and adult education from the University of Nevada, Las Vegas. As the Director of Special Education Programs and Services for the District, she developed and implemented procedures and staff development activities to ensure that all disabled students received a free, public and appropriate education. Judi designed CCSD's first Individualized Education Program; established multi-disciplinary team processes; and supervised speech and language therapists, school nurses and teachers of the academically talented.

Chief Financial Officer

Kaleo Curtis joined The Public Education Foundation in 2015 and is its Chief Financial Officer. A Certified Public Accountant, Kaleo previously was Finance Director of Sunrise Children's Foundation, a grant-based nonprofit organization, focusing on the education and health of children. While at Sunrise Children's Foundation for three years, his experience included preparing budgets and budget tracking, managing the fiscal department, and preparing financial statements for the Finance Committee and Board of Directors. Kaleo was Senior Assurance Associate at McGladrey, LLP, in Las Vegas from 2009 to 2013. He earned his B.S. in Accounting and Master of Accountancy from Southern Utah University.

Vice President of Leadership and Innovation

Dr. Brian Myli, Vice President of Leadership and Innovation, has more than two decades of experience in public education. Originally from Iowa, Brian came to the Clark County School District in Las Vegas in 1994 as the College Preparatory Counselor at Durango High School. From there, he spent eight years as the Counseling Department Chairperson and Coordinator at the College of Southern Nevada High School. In 2004, Brian joined the CCSD Guidance and Counseling Department as the Coordinator of College Readiness Programs and Initiatives. He holds a bachelor's degree in psychology from Arizona State University, a master's degree in educational counseling psychology from the University of Denver, a Nevada administrative endorsement in educational leadership, and a doctor of education (Ed.D.) degree in educational leadership from the University of Nevada, Las Vegas.

Description of relevant past performance serving as a Fiscal Agent

The Public Education Foundation has served in the fiscal agent capacity for over 24 years and has received and managed funds for local school districts/schools, organizations and other private, federal or state funds. The PEF has provided services related to grants management, general accounting and financial services, oversight for fund integrity, annual fiscal monitoring, and technical assistance. PEF has a record of compliance with all relevant federal and state confidentiality laws.

Description of proposed services

The selected nonprofit corporation will administer grant funding and oversee grant reporting on behalf of the STEM Advisory Council. The selected nonprofit corporation and the Council will enter into a zero-cost reimbursement/zero-fee contract, and the selected nonprofit corporation shall be authorized to recover administrative costs only through grants that are received and charitable donations, as allowed by applicable law. The State of Nevada shall not provide any monetary support to the selected nonprofit corporation. The applicant must be a Nevada-based 501(c)(3) nonprofit organization in business for two or more years with demonstrated experience serving as a fiscal agent.

FISCAL AGENT AGREEMENT

The Board of Directors of the Clark County Public Education Foundation (The Public Education Foundation), a 501(c)3 public charity, met on June 15, 2016 and agreed to serve as fiscal agent for the Nevada STEM Advisory Council for the purpose of carrying out its legislatively mandated duties.

By this action, we agree to the following on behalf of the Nevada STEM Advisory Council (the sponsored organization):

1. The sponsored organization's projects are compatible or consistent with our organization's mission or purpose.
2. We will review the projects and accept responsibility to oversee grant reporting .
3. We will enter into a zero cost reimbursement/zero-fee contract and recover administrative costs only through grants that are received and charitable donations, as allowed by applicable law.
4. We, as fiscal agent, will be responsible for monitoring and controlling the expenditure of funds in keeping with the purpose of the grant or funding source and will establish a separate accounting record for the Council's projects.

Authorized Signature

Print Authorized Signer's Name/Position

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