

Statewide Council for the Coordination of Regional Professional Development Programs

Administrative Funds Grant – Leadership Institute of Nevada

Organization Overview

Investing in school leaders across our state and ensuring they are supported has never been more important. The stakes are high, we collectively risk failing generations of students who face unprecedented levels of academic need, social-emotional support, and basic services to achieve economic independence and choice-filled lives.

As Nevada and the rest of the country strives to recover from the effects of the global pandemic, our leaders need the investment in capacity, the support of a community, and the ability to advocate for the changes they want to see.

The highest-performing organizations, including our public schools, need to recruit, develop, and retain top talent. In order to bring about real and lasting change to public education, it is critical that leaders have the vision, knowledge, and courage to develop innovative solutions that produce results.

The Leadership Institute of Nevada (the Institute) seeks to transform education in Nevada in order to create excellent and equitable schools that allow all students to achieve.

For the past twelve years, the Institute has incubated its leadership programming under the umbrella of the Public Education Foundation (PEF). As we emerge from the pandemic, the major roles of the Institute and PEF have diverged. In March 2022, the Institute separated and was established as an independent nonprofit 501(c)(3) Nevada corporation.

The Institute provides good to great leaders in the education and private sector access to the nation's top thought leaders and practitioners. Each of the Institute's core programs reflects the following goals:

- To expose Nevada's leaders to new ideas and ways of thinking
- To shift mindsets around problem-solving for adaptive educational challenges
- To effectively convene stakeholders from throughout the Nevada landscape, bringing in nationally recognized leaders and respected local leaders
- To treat school leaders and teacher leaders with respect, trust, and professionalism
- To respond to changes in the education landscape with agility

The future depends on our children's ability to successfully navigate the challenges of an ever-changing and complex world. The Institute is dedicated to talent development, strategic investment, innovative problem-solving, social entrepreneurship, and public education reform.



GENERAL STATE GRANT ASSURANCES

NAME OF DISTRICT/AGENCY: *Leadership Institute of Nevada*
FISCAL YEAR: *FY 23*
GRANT/PROGRAM NAME: *R.PDP Administrative Training Funds*
PROJECT NUMBER: *TBD*

I hereby certify that, to the best of my knowledge, the information in this application is correct. The applicant designated hereby applies for a grant of State funds. The local Board of Trustees/Organization has authorized me to file this application and such action is recorded in the minutes of the agency's meeting.

The RECIPIENT assures, if awarded a grant or contract:

The State Agency shall hold all RECIPIENTS to the provisions within the applicable Nevada Revised Statute (NRS) that govern the funds passed through the STATE AGENCY to the RECIPIENT.

STATE REGULATIONS

Shall hold the RECIPIENT to the provisions established by the STATE AGENCY which govern the funds and program:

1. The RECIPIENT assumes full responsibility for the overall program which includes: fiscal administration, timely submission of required reports, program management including personnel, and meeting the goals and objectives in the approved grant application.
2. The RECIPIENT agrees to fully comply with the evaluation team that will evaluate the effectiveness of this grant. Noncompliance may affect the RECIPIENT'S eligibility in future sub-awards from NDE or result in forfeiture of remaining funds.
3. The RECIPIENT agrees that any funds not committed for expenditures by the end of the grant cycle will be deobligated to State general fund with the Annual Financial Report
4. The RECIPIENT will submit the Final Financials to the Nevada Department of Education (NDE) within 45 days or less from the end of the grant cycle. Noncompliance will result in ineligibility for future sub-grant cycles.

GENERAL STATE GRANT ASSURANCES (continued)

5. All requests for budget amendments must be made in writing and approved prior to expenditure of funds.
6. Monthly requests for reimbursement are due to the NDE by the 15th of the month for the previous month of services.
7. The RECIPIENT agrees to comply with NDE's requirement to submit supporting source documentation with reimbursement requests which will ensure that all costs charged to state grants are allowable.
8. The documentation for all transactions, controls and other significant events must be clear and readily available for examination upon request. All documentation such as invoices or contracts, etc. should be maintained at the RECIPIENT's principal place of business. If they are not, the RECIPIENT must bear the cost of making original documents available for examination by the State.
9. Personnel employed as teachers and instructional aides by the RECIPIENT or personnel contracted to provide such service to the RECIPIENT shall be certified pursuant to the provisions of NRS 386.590 (as amended by Senate Bill 509 of the 2015 Session of the Nevada Legislature, Chapter 238, Statutes of Nevada (2015)).
10. The RECIPIENT shall maintain effective control and accountability for all grant funds, property, and other assets. Good internal control necessitates that fiscal responsibilities be clearly established. Accounting functions should be separated to the fullest extent possible so that no one person authorizes, executes, and approves the same transactions. Policies covering personnel and accounting procedures and separation of duties must be documented in a policies and procedures manual or other similar document.
11. The RECIPIENT must maintain continuing responsibility for the overall program. This includes the establishment of written policies and procedures for program operations. The following areas must not be delegated to Recipients or persons who are not employees or officials of the RECIPIENT organization:
 - a. Being informed of and accountable for all program income and expenditures;
 - b. Performance of timely written evaluations of the program, and monitoring of established goals and objectives as written in the program's grant award;
 - c. Financial reports and all other reports required by NDE including monthly Requests for Funds, required quarterly progress reports and final program reports (as applicable);
 - d. Administration of the program in accordance with each agency's administrative practice.
12. If the RECIPIENT decides to establish a policy-making body (or is required either by law or by funding source to establish such a body), its roles and responsibilities must be clearly defined. This must be approved by the Program Director.

GENERAL STATE GRANT ASSURANCES (continued)

13. Any activities that deviate from the scope of work/goals and objectives identified in the grant agreement must receive prior written approval from the Education Programs Professional and may require an amendment to the grant agreement.
14. RECIPIENTS must notify the Education Programs Professional immediately regarding any legal action or negative publicity related to grant-funded events, activities, services, purchases, or outreach.
15. All instructions, requirements, rules and regulations for grants administered through the RECIPIENT are applicable to Recipients, contracts or other mechanisms passing on these funds. It is the responsibility of the RECIPIENT to ensure compliance of Recipients through monitoring, reporting, site visits, fiscal reviews or other means. NDE may implement probationary measures with the RECIPIENT for noncompliance.
16. Indirect costs are not allowed on State grants or contracts to school districts, charter schools, non-profit organization, NSHE or other entities, which are funded in whole or in any part with State funds.
17. No organization may participate in the grant-funded project in any capacity or be a recipient of state funds designated for this project if the organization has been debarred or suspended or otherwise found to be ineligible for participation in federal assistance programs under Executive Order 12549, "Debarment and Suspension" (see 45 CFR 92.35). Prior to issuing subawards or contracts under this grant, the RECIPIENT must consult the Excluded Parties List System to ensure that organizations under funding consideration are not ineligible. The list may be accessed online through the [System for Award Management \(SAM\)](#).
18. Decisions made by Education Program Professionals must be based on the grant agreements, approved budgets, grant assurance, written program policies and procedures, and written fiscal policies and procedures including those in the State Administrative Manual (SAM) and in any Nevada Revised Statute or state regulations and guidance that apply to the funding source. If a RECIPIENT disagrees with a decision, the RECIPIENT has the option to dispute the decision by taking the following steps:
 - a. Request in writing that the Education Programs Professional provide:
 1. Documentation upon which a decision is based. Written response will be made within seven (7) working days.
 2. If the disagreement is still unresolved, request in writing that the matter be reviewed by the NDE Program Director, whose decision will be final and will not be open to further discussion or challenge.
 3. All interactions will be conducted with honesty, courtesy, and respect. It is essential that a professional relationship be maintained in order to

GENERAL STATE GRANT ASSURANCES (continued)

4. Properly administer the grant and provide effective services in the community.
5. Conduct that interferes with the administration of the grant or negatively impacts the ability to provide effective program services may result in termination of the grant after NDE carefully reviews the circumstances.
6. Timeliness of report submission will be tracked and noted in the grant file. Any extensions or exceptions to requirements must also be noted in the grant file.

ADD GRANT SPECIFIC REQUIREMENTS HERE (if applicable)

Failure to comply with the terms and conditions detailed above may result in the loss of state funds and may be considered grounds for the suspension or termination of this grant.

Dr. Brian C. Myli
Signature of Authorized Person

10/27/2022
Date

Dr. Brian Myli, SVP
Name and Title

Leadership Institute of Nevada
District/Organization

Today we find ourselves in an unprecedented time. We have all come to realize how complex public education is. The Institute is committed to working together through a collective impact model and pledges to continue serving our community alongside other stakeholders.

Northern Nevada Regional Leadership Summit

Targeted Statewide Audience

The Institute proposes funding a Northern Nevada Regional Leadership Summit during the 2022-2023 school year. Education leaders and advocates from across the state may select to attend this Summit event.

Anticipated Number of Participants

The Institute anticipates approximately 150 participants will attend the Northern Nevada Regional Leadership Summit in-person or virtually.

Scope of Work

The Institute staff is working with partner districts and stakeholders to determine areas of need and topics of interest that would be most relevant to educators and education advocates throughout Nevada. Additionally, the Institute is engaging these stakeholders in developing an overall theme for the Northern Nevada Regional Leadership Summit and is identifying keynote speakers and/or guest presenters who are experts in the designated topics. The Institute will then work in conjunction with regional representatives to design, create, and schedule all aspects of the Summit experience. This will include speaker outreach, venue scheduling, materials development, event marketing, etc.

While 2022-2023 topics and speakers have not yet been determined, included with this Proposal are sample materials from a previous summit held during the 2021-2022 school year in Elko, Nevada.

The budget for the Northern Nevada Regional Leadership Summit totals \$26,000 and designates both Instructional and Support Services funding including \$11,000 for keynote/guest speakers and \$10,000 for lead and support Institute project directors and facilitators. Proposed costs also include \$1,250 towards securing a venue for the one-day event. Additionally, \$1,250 has been designated for third party project evaluation, and \$2,200 has been allocated for expenses that will allow three Institute staff to travel to Northern Nevada to facilitate summit implementation. Lastly, \$300 has been designated for printing of agendas and event materials.

Assessment of the Scope of Work

The Institute will contract with third party evaluators to assess the overall effectiveness of the Summit and its intended outcomes. Summit evaluation may include:

- Pre and post surveys
- Focus groups/interviews
- Qualitative data (e.g., individual participant feedback/comments)

Executive Leadership Alumni Networking Opportunities

Targeted Statewide Audience

The Leadership Institute of Nevada has almost 300 Executive Leadership alumni (administrators) from across the State. The vast majority of them still reside in Nevada and are actively engaged in our education community. The purpose of an alumni engagement network is to provide ongoing high level professional development and to provide a safe space to network, share big ideas, challenge each other, and to partner on the implementation of transformational education practices. Therefore, the Institute proposes the development and implementation of three convenings targeted specifically for alumni of the Institute's Executive Leadership Academy.

Anticipated Number of Participants

The Institute will host up to seventy-five (75) alumni at each of three in-person and/or virtual events, impacting over 200 Executive Leadership Academy Alumni.

Scope of Work

The Institute proposes that grant funding will be utilized to subcontract with three (3) nationally recognized speakers for three separate convenings. The Institute will develop a workshop around each speaker and their topic. All topics will include a focus on supporting the Institute's mission: To identify, develop, and retain exceptional leaders in education; build innovative and entrepreneurial communities that include leaders from the public and private sectors; and drive significant systemic improvement in public education.

Tentative topics for the three alumni convenings include Personalizable Education with Dr. Yong Zhao; Revitalize, Recruit, and Retain Top Talent with Kaya Henderson; and Social Emotional and Academic Development (SEAD) and Social Emotional Learning (SEL) with Dr. Sabrina N'Diaye.

Dr. Yong Zhao Outcomes:

- Identify and determine the lessons of the pandemic
- Develop an understanding of the "why" of personalized learning
- Empower leaders to take action/create change
- Ensure students take ownership of their learning and become partners in educational change

Kaya Henderson Outcomes:

- Utilize methods, strategies, and tools to increase employee engagement
- Recognize the power of incentives to communicate messages about the organization's mission and values
- Discover strategies that promote diversity and eliminate bias in hiring and learning innovative ways to attract diverse candidates
- Lead the organization in closing skill gaps and upskilling
- Create learning opportunities for all employees

Sabrina N'Diyae Outcomes:

- Promote administrator's self-awareness of their own personal well-being
- Identify self-care strategies to promote healthy methods for coping with stress and crisis
- Implement coping strategies with staff and students to promote healthy minds
- Manage personal well-being to promote leader retention, which in turn assists in maintaining a healthy culture and climate and leads to successful trauma-informed schools

The budget for the Executive Leadership Alumni Network convenings totals \$24,000. Funding for this project includes \$12,000 for keynote/guest speakers and \$3,000 towards securing a venue(s) for each of the half day events. Additionally, \$1,250 has been designated for project evaluation, and \$7,750 has been allocated for travel expenses that will allow up to twenty alumni participants who live in northern or rural Nevada to attend the convenings.

Assessment of the Scope of Work

The Institute will contract with third party evaluators to assess the overall effectiveness of the Summit and its intended outcomes. Summit evaluation may include:

- Pre and post surveys
- Focus groups/interviews
- Qualitative data (e.g., individual participant feedback/comments)



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

LEADERSHIP INSTITUTE OF NEVADA
4350 S MARYLAND PARKWAY
LAS VEGAS, NV 89119

Date:
06/07/2022
Employer ID number:
88-2181429
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
June 30
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
March 23, 2022
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053543009582

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

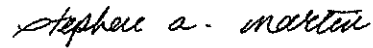
If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script that reads "Stephen A. Martin".

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

2023 Northern Nevada Leadership Summit Expenses

Speakers

TBD	\$6,000.00	
TBD	\$5,000.00	\$11,000.00

Project Directors

Judi Steele (Lead)	\$5,000.00	
Ramona Esparza	\$2,500.00	
Jen Jaeger	\$2,500.00	\$10,000.00

Hotel

3 guests @ 2 nights @ \$200/person)		\$600.00
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Rental Car

Fees \$350; Gas \$50		\$400.00
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Flights

Fees 3 guests @ \$400/person		\$1,200.00
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Printing

\$300.00

Project Evaluation (Data Insight Partners)

\$1,250.00

Venue

TBD		\$1,250.00
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GRAND TOTAL

\$26,000.00

Leadership Institute of Nevada

because leadership matters

Re-Thinking, Re-Engaging, Re-Connecting...

Northern Summit – Elko, Nevada
Thursday, April 28, 2022

Morning Session

9:00 am – 9:30 am	Registration
9:30 am – 10:00 am	Continental Breakfast (Provided)
10:00 am – 10:05 am	Welcome & Introductions
10:05 am – 12:15 pm	Dr. Yong Zhao: Re-thinking, Re-Engaging, and Re-connecting...

Afternoon Session

12:15 pm – 1:00 pm	Lunch (Provided)
1:00 pm – 2:15 pm	Panel Discussion Healthy Communities Coalition of Lyon & Storey Counties: The Health and Wellness Hub (HWH)
2:15 pm – 2:30 pm	Closure

Leadership Institute of Nevada

Alumni Network Convenings

Faculty Bio



Yong Zhao

Foundation Distinguished Professor
University of Kansas School of Education

Educational Leadership Professor
Melbourne Graduate School of Education

Yong Zhao is a Foundation Distinguished Professor in the School of Education at the University of Kansas and a professor in Educational Leadership at the Melbourne Graduate School of Education in Australia. He previously served as the Presidential Chair, Associate Dean, and Director of the Institute for Global and Online Education in the College of Education, University of Oregon, where he was also a Professor in the Department of Educational Measurement, Policy, and Leadership. Prior to Oregon, Yong Zhao was University Distinguished Professor at the College of Education, Michigan State University, where he also served as the founding director of the Center for Teaching and Technology, executive director of the Confucius Institute, as well as the US-China Center for Research on Educational Excellence. He is an elected member of the National Academy of Education and a fellow of the International Academy of Education.

Yong Zhao has received numerous awards including the Early Career Award from the American Educational Research Association, Outstanding Public Educator from the Horace Mann League of USA, and the Distinguished Achievement Award in Professional Development from the Association of Education Publishers. He has been recognized as one of the most influential education scholars.

His works focus on the implications of globalization and technology on education. He has published over 100 articles and 30 books, including *An Education Crisis Is a Terrible Thing to Waste: How Radical Changes Can Spark Student Excitement and Success* (2019), *What Works May Hurt: Side Effects in Education* (2018), *Reach for Greatness: Personalizable Education for All Children* (2018), *Counting What Counts: Reframing Education Outcomes* (2016), *Never Send a Human to Do a Machine's Job: Correcting Top 5 Ed Tech Mistakes* (2015), *Who's Afraid of the Big Bad Dragon: Why China has the Best (and Worst) Education System in the World* (2014), *Catching Up or Leading the Way: American Education in the Age of Globalization* (2009), and *World Class Learners: Educating Creative and Entrepreneurial Students* (2012).

Zhao was born in China's Sichuan Province. He received his B.A. in English Language Education from Sichuan Institute of Foreign Languages in Chongqing, China in 1986. After teaching English in China for six years, he came to Linfield College as a visiting scholar in 1992. He then began his graduate studies at the University of Illinois at Urbana-Champaign in 1993. He received his master's in Education in 1994 and Ph.D. in 1996. He joined the faculty at MSU in 1996 after working as the Language Center Coordinator at Willamette University and a language specialist at Hamilton College.

Leadership Institute of Nevada

Alumni Network Convenings

Faculty Bio



Sabrina N'Diaye, PhD, LCSW-C

Therapist, Storyteller, Peacebuilder,
Heart Nest Center for Peace and Healing

Dr. Sabrina N'Diaye is an integrative psychotherapist and founder of the Heart Nest Center for Peace and Healing in Baltimore. There, she lovingly serves women, couples, other healers, and small groups. Her approach to healing is a blend of wisdom, science, and ancient spiritual practices.

Sabrina received her PhD in Mind-Body Medicine from Saybrook University, where she studied the use of complementary and alternative interventions for physical, emotional, and spiritual growth. Her dissertation study focused on the use of guided imagery as a healing tool for African-American women with chronic STIs.

Sabrina has served as a guest lecturer for the Maryland University of Integrative Health, and adjunct faculty at Saybrook University. She is also a proud faculty member of the Center for Mind-Body Medicine, where she teaches the art of self-care to healthcare professionals around the globe. She is currently serving the Center as a teacher and guide for Jordanian healthcare professionals who are in service to Syrian refugees.

Dr. Sabrina is a highly-respected member of the treatment community, and frequently lectures on cultural diversity, spirituality, stress management, self-care for healers, addictions, and the “magic” of connection. Her many audiences include police departments, flight attendants, healing artists, peacebuilders, and aspiring writers. She is currently writing her first book, *The Laugh of Love*, based on her maternal grandmother’s ability to transcend multiple traumas and chronic illness.

Dr. Sabrina is a devoted wife, mother, daughter, and life-long learner, who remains humbled by the healing power of compassion, love and forgiveness.

Leadership Institute of Nevada

Alumni Network Convenings

Faculty Bio



Kaya Henderson

Chief Executive Officer
Reconstruction

Kaya Henderson is the CEO of Reconstruction, a technology company delivering a K-12 supplemental curriculum that situates Black people, culture, and contributions in an authentic, identity-affirming way, so that students of all backgrounds benefit from a more complete understanding of our shared history and society. She is also the co-host of Pod Save the People, and leads Kaya Henderson Consulting.

She is perhaps best known for serving as Chancellor of DC Public Schools from 2010-2016. Her tenure was marked by consecutive years of enrollment growth, an increase in graduation rates, improvements in student satisfaction and teacher retention, increases in AP participation and pass rates, and the greatest growth of any urban district on the National Assessment of Education Progress (NAEP) over multiple years.

Kaya's career began as a middle school Spanish teacher in the South Bronx, through Teach For America. She went on to work as a recruiter, national admissions director, and DC Executive Director for Teach for America. Henderson then served as the Vice President of Strategic Partnerships at The New Teacher Project (TNTP) until she began her tenure at DCPS as Deputy Chancellor in 2007. She most recently led the Global Learning Lab for Community Impact at Teach For All, supporting educators in more than 50 countries.

A native of Mt. Vernon, NY, Kaya graduated from Mt. Vernon Public Schools. She received her Bachelor's degree in International Relations and her Master of Arts in Leadership from Georgetown University, as well as honorary doctoral degrees from Georgetown and Trinity University. Her board memberships include The Aspen Institute, Curriculum Associates, Robin Hood NYC, and Teach For America, and she is the co-founder of Education Leaders of Color (EdLoC).

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Northern Summit – Elko, Nevada
Thursday, April 28, 2022

Dr. Yong Zhao



**Foundation Distinguished Professor,
University of Kansas School of
Education**

**Educational Leadership Professor,
Melbourne Graduate School of
Education**

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