

NEVADA FINANCIAL LITERACY ADVISORY COUNCIL**Thursday July 10, 2025****4:00 PM**

Office	Address	City	Meeting
Department of Education	Virtual	Virtual	Virtual Teams Link

**SUMMARY MINUTES OF THE FINANCIAL LITERACY COUNCIL MEETING COUNCIL
MEMBERS' PRESENT**

1. Ray Specht (via videoconference)
2. Scott Arkills (via videoconference)
3. Sarah Brown (via videoconference)
4. Armand Iorgulescu (via videoconference)
5. Kristin Reagan (via videoconference)
6. Nadya Rousseau (via videoconference)
7. Stacy Watkins (via videoconference)
8. Michelle Wheatfill (via videoconference)
9. Ashley Salisbury (via videoconference)

DEPARTMENT STAFF PRESENT**In Las Vegas****In Carson City**

- Amanda Hughes (via videoconference)

AUDIENCE IN ATTENDANCE (via videoconference)

- Elsie Gutierrez

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE

The meeting was called to order at 3:03 pm by Chair Ray Specht. Quorum was established.

2. PUBLIC COMMENT #1

There was no public comment.

**3. INFORMATION, DISCUSSION, AND POSSIBLE ACTION REGARDING THE
POSSIBLE APPROVAL OF April 2, 2025, MEETING MINUTES**

Member Watkins moved to accept the minutes from the previous meeting. Member Wheatfill seconded the motion. Chair Specht called for a vote. All in favor responded affirmatively, none opposed. Motion carried; minutes were approved

4. INFORMATION, DISCUSSION REGARDING FY25 BUDGET

Member Hughes shared the details of each of the two budgets. The NDE Budget (state controlled) FY25 of \$9726 was fully spent. This budget has restrictions. No donations or solicitations are allowed. All spending must follow the NDE approval process which takes between 2-6 months for approval. Any unused funds revert back to the state.

Member Hughes shared the PEF budget (council controlled) has an unclear remaining balance due to change of staff at PEF. We have yet to be assigned a new account manager and communication from PEF has been struggle. Chair Specht stated that until we have a clear processes in place for record keeping there is concern about asking for donations. Member Watkins stated the importance of supporting Member Hughes so that we can get some traction and move forward.

Current existing physical assets include books, games, teacher swag, cords and seals.

5. INFORMATION, DISCUSSION, AND POSSIBLE ACTION REGARDING GROUP REPORTS

- ***Fundraising***

No update at this time as we are waiting to establish a process as well as a plan which will be discussed later.

- ***Website and Social Media***

Member Rousseau provided an overview of actions to update the website. She and member Hughes met with KMJ, who is our current contractor. The estimated cost for updating the website based on our creative plan is \$5,288. They are giving us a special rate. This includes design elements such as visuals, color palette, and resource curation. Member Hughes stated that this is in addition to basic maintenance which has been paid for through 2027. Nadya will lead the project. Phase 1 launch is tentatively scheduled for October based on funding. Awaiting budget confirmation and creative brief finalization. Which budget we use determines the next steps. If we go through NDE we may need to get multiple quotes. Member Hughes will follow up on that.

Chair Specht thanked Nadya for her dedication to this project. He then asked to clarify if this amount is included in the 2 year plan proposal. Member Hughes clarified that it is part of the final amount.

- ***Professional Learning and Curriculum***

Member Hughes shared the success of the NGPF Vegas Camp. 100 teachers registered and 74 attended. The upcoming free Webinar Series is planned for K-5 teachers. We are still waiting on final approval. This would include 2 teacher facilitators paid \$2500 each. They will both provide 3 1-hour webinars and follow up support for teachers beginning in August 2025 and ending in May 2026. Each webinar will provide teachers with 2 hours of Professional Learning. Teachers attending all 6 will receive a Micro Credential in Financial Literacy. Additionally, we had 32 students receive the Financial Literacy Seal.

Member Kirst asked to clarify the 15 hours would be for license renewal. Member Hughes clarified it would.

- ***Outreach and Education***

Member Hughes provided a recap of Financial Literacy Month events. For the parent event we had 20 register and 3 attended. We had zero participation in the teacher incentive. Feedback from teachers suggested that lack of training/awareness as well as timing contributed. April is also a high testing month. 65 students participated in the student contest. We had participation in 3-5 and 9-12 grade bands, none from K-2 and only 3 students 6-8. Council members visited schools to present awards and gift cards. We spent a total of \$2000 and had donations from Lexicon Bank and Silver State Credit Union.

Member Watkins acknowledged the effort considering the time constraint. She asked what group would be working on this project in the future. Member Hughes explained that Outreach and Education would be focused on the Parent and Student Event while the Professional Development group would focus on the teacher piece. Member Watkins asked what our time frame for next year was to avoid the last-minute plans from this year. Member Hughes expressed the goal of having the plan in place by December so that we have time to get any needed approvals from NDE before April. Member Watkins shared that it is important from the fundraising standpoint that we start early as many groups prepare their budgets in August and September.

6. INFORMATION, DISCUSSION AND POSSIBLE ACTION REGARDING LEGISLATIVE INITIATIVES.

Member Hughes shared the amendments that were added to SB229 and that unfortunately the legislature ran out of time and was unable to hear the final version of the bill.

7. INFORMATION, DISCUSSION, AND POSSIBLE ACTION REGARDING 2 YEAR PLAN

Member Hughes provided a proposed plan for the council to meet goals and requirements under NRS. The following were recommended:

- Review all related legislation.
- Create Council Bylaws and financial procedures.
- Formalize committee leadership and meeting protocols.
- Establish a process for member resignation and replacement.
- Create a 2-year plan and funding strategy.

Working Session Proposed:

- Date: August 1, 2025.
- Goal: Draft bylaws, budget policies, operational structure.
- In-person option preferred (BizTown or other Las Vegas location).

Member Hughes then shared what is required of the council based on NRS.

1. Curriculum vetting and alignment

A budget item was included for \$10-15,000. When considering other subject areas, the cost is usually significant due to compensation of educators required to participate. We know this was done in the past by Michelle and Jeff, but we did not have follow through on NDE's side and no documentation can be found. Nothing was shared with districts or posted on the website as to which materials/curriculum were approved or the official process of approval. There was discussion around the NDE process and requirements vs the Council's process and requirements. Chair Specht shared the frustration that this work was done and now we cannot locate any of the evidence of the work.

Member Wheatfill explained that she and Member Kirst previously conducted a thorough review of free financial literacy curricula and documented their evaluations in a spreadsheet, which was shared with the prior Council lead and partially uploaded to the website. However, due to a lack of meeting minutes and continuity, there's no formal record of Council approval.

Member Hughes acknowledged the past efforts but emphasized that, according to current Nevada Department of Education procedures, there is no official documentation on file. Although programs like NGPF, EverFi, and Green Our Planet are being offered statewide, they aren't formally listed as "approved." Amanda stressed the need to restart the vetting process, include a wider review group, and follow NDE's updated protocols to officially approve and publicize available financial literacy resources. Member Wheatfill and Kirst stated they would look for the spreadsheet used and any other documentation to share with Member Hughes. Chair Specht mentioned that the focus was on free materials. The council discussed review free and those with a cost so that districts can make their choice.

2. Financial Literacy Month

We must provide resources to teachers and hold a parent event. There is a line item in the budget for this event of \$3-15,000.

3. Review and update Seal criteria

This was part of our bill. We will continue to review this. There is not a line item in the budget for this.

4. Teacher Summit/Professional Learning (based on funding)

Based on funding we are focusing on virtual learning at this time. This year we met this with the webinar series (\$5000) and the NGPF camp which was fully funded by NGPF.

Member Hughes then shared additional goals that the council may choose to consider:

- Update branding, promotional materials, and website functionality.
- Expand community outreach: Tribal partnerships, chambers, etc.
- Continue the student marketing contest.
- Expand Canvas PD offerings, including secondary level and leadership training.
- Develop crosswalks and toolkits for classroom implementation.
- Facilitate parent and community financial education events.

- Attend Financial Education Leaders Conference (\$10,000).
- Participate in Green Our Planet's Farmer Market events.

Member Rousseau asked about the logistics of securing sponsorships to support Council initiatives, such as creating a sponsorship deck or hosting events. Member Hughes clarified that if donations are managed through the Public Education Foundation (PEF) account—which is a registered nonprofit—donations are tax-deductible. She suggested sponsors could fund scholarships or specific programs (e.g., Junior Achievement field trips).

Nadya pressed for clarity on the workflow—how a company would contribute and what exchange (e.g., promotion, recognition) would look like. Member Hughes confirmed that it would be acceptable but highlighted the lack of formal procedures for such transactions.

Stacy Watkins emphasized the need for foundational policies—including a reserves policy and internal controls—to ensure financial transparency and accountability. She and Nadya agreed that a strategic planning process and dedicated working group are necessary to establish those systems before actively pursuing outside funding.

8. INFORMATION, DISCUSSION, AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS

The items mentioned for the next agenda were:

- Next meeting scheduled for September 2, 2025, at 4pm
- Review of proposed bylaws and other governing documents.

Member Watkins raised the possibility that prior Financial Literacy Council members may have developed corporate governance policies that are simply undocumented. However, Chair Specht and Member Wheatfill confirmed that no such governance procedures were ever created.

Member Watkins emphasized the importance of supporting Amanda Hughes, acknowledging the stress caused by the lack of foundational structures and expressing her full commitment to help establish them.

Member Wheatfill then brought up ongoing issues with the Public Education Foundation (PEF), specifically the inability to reach the current accounts payable manager, James Carway. Member Hughes confirmed that the communication problem is not unique to the Financial Literacy Council—it also affects her other PEF-managed program (USSYP), indicating a broader organizational issue at PEF. Michelle offered to leverage her existing contacts at PEF to identify someone who can help re-establish communication and restore account access, which is necessary before the Council can responsibly manage or accept any new funding.

Member Hughes proposed an in-person working session on August 1 to draft foundational governance documents for the Financial Literacy Council, including bylaws, internal controls, and policies related to donations and budgeting. She emphasized that this would not be an official public meeting, so it must remain under quorum (fewer than 7 members).

Member Watkins offered her Summerlin facility for the session, while Member Hughes noted that BizTown in Las Vegas was also available.

The group agreed that a Doodle poll should be sent to confirm availability and attendance. Confirmed or likely attendees include Amanda, Stacy, Michelle, and Nadya.

Chair Specht reminded the group to avoid violating quorum rules and suggested using existing bylaws or policy templates from other state entities to avoid starting from scratch. Member Hughes agreed to pull resources from RPDP and the Holocaust & Genocide Subcommittee and will request sample internal controls and reserves policies for reference.

The goal is to have a plan in place before the Council's September meeting to allow for early fundraising and smoother operations moving forward.

9. PUBLIC COMMENT #2

There was no public comment

10. ADJOURNMENT

Member Wheatfill moved to adjourn. Member Watkins seconded. Motion carried
Meeting was adjourned at 4:03