

Girls Empowerment Middle School  
Board of Directors Meeting Minutes  
July 25, 2022

Call to order 6:10pm

Present: Barbara Wiggins, Jules Schoolmeester, Lisa Windom, Rosalind Bivins, Carmen Gilbert, Joe DiRaffaele, Patty Farley, Gyna Castillo, and Greg Esposito

Absent: Karen Vaughn and Luis Aguilar

Guests: Krista Yarberry, Bridget Phillips, Angie Zobrak, Joyce Brooks, and Tara Meierkord

First public comment: No comments.

Director Schoolmeester moved to approve minutes from the previous meeting. Director Castillo seconded. Unanimously approved.

Dr. Brooks introduced herself to the board. Her first day as principal is tomorrow.

Discussion regarding a new executive director contract. Ms. Meierkord is willing to be the new ED. Discussion surrounding doing a wide search for a permanent ED. Suggestion that Ms. Meierkord be an interim ED whilst the search happens. Discussion surrounding the importance of the ED being the face of the school and leading outreach/fundraising efforts in the community. Currently, the salary for the ED would probably be around 90K.

Director Gilbert made a motion to approve the contract as interim director, Treasurer Windom seconded. Treasurer Windom amended that interim until December 1, (or sooner), Director Schoolmeester seconded. Passed unanimously.

Review setup of new GEMS bank account with First Foundation Bank. Director Farley, Treasurer Windom, and Ms. Meierkord will be the new signers on this account. Director Schoolmeester moved to setup the new account with First Foundation Bank. Director Wiggins seconded. Passed unanimously.

Treasurer Windom gave the treasurer's report. Ed Ops continues to be a great asset to the school. Significant improvement in the cash balance for the end of June, compared to the forecasted budget.

Principal Zobrak provided an enrollment update: 33 sixth graders, 46 seventh graders, and 40 eighth graders. (Goal is 50 in each grade.) Openings for science, ELA, special ed, and several staff positions. Directors, please share current job openings with your networks. Reviewed the Student Handbook—will continue cell phone policy and are meeting with a company that sells pouches to hold phones, will institute a no backpack policy (clear pouches will be provided), dress code will remain the same, working on a policy to include volunteers in the school, and family participation and engagement is still a focus. Director Schoolmeester moved to approve and Director Wiggins seconded. Passed unanimously.

Director Esposito and President Farley gave an update on the facilities. Our realtor sent a letter regarding changes to the lease and we are waiting for a comment from the landlord on that.

Ms. Phillips gave a summary on the SPCSA site visit, including strengths and challenges. Recommendations are tied to the challenges. There will be a focus on getting better and more data in the upcoming school and use that information to increase student achievement.

Ms. Meierkord previewed the upcoming board training at the next board meeting. The meeting will start at 5:30pm, on Monday, August 22, with the training to follow.

Ms. Meierkord provided an update on the new GEMS Employee Handbook. The updated handbook has been streamlined and reviewed by the attorney. Director Wiggins moved to approve the new handbook and Director Schoolmeester seconded. Passed unanimously.

Principal Zobrak discussed updated School Safety measures. The building manager has been very proactive through this process, for example he is working to replace a glass door with a steel door. A grant for funding for an intercom system is pending. Staff have worked with UNLV Campus Police on the plan and have a connection with the fire department to run drills when school starts.

Next board meeting is scheduled for August 22, bumped up to 5:30pm. Attend in-person.

Second public comment: No comments.

Adjourned at 7:29pm.