



EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL

555 Union Boulevard | Allentown, PA 18109
610-841-7044 | fax 610-841-7187 | www.ee-schols.org

BOARD OF TRUSTEES MEETING

PUBLIC MEETING

MEETING MINUTES

APRIL 21, 2016

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:10PM on April 21, 2016 at the Executive Education Academy Charter School located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

Trustees Attending:

Barry Dobil
Elissa Graner
Kristen Kirschner
Tye Reed
Jim Rivera

Invited Attendees:

Robert Lysek, CEO
William H. Platt II, General Counsel
Peter Costa, Business Manager

ITEM ONE - CALL TO ORDER

Board President Barry Dobil called the meeting to order at 6:10PM. EEACS Board Meetings dates were posted for public announcement in the Sunday September 13, 2015 addition of The Morning Call in accordance with the Pennsylvania's Sunshine Act. The meeting was opened with the Pledge of Allegiance.

ITEM TWO - APPROVAL OF APRIL 21, 2016 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Friday, April 15, 2016. Mr. Dobil moved to approve the Agenda. Ms. Kirschner moved to approve the Agenda with the removal of item "F" under section seven (7) of New Business. Mr. Rivera seconded the motion and the amended version of the Agenda passed unanimously.

ITEM THREE - APPROVAL OF FEBRUARY 18, 2016 MEETING MINUTES

The Board was provided with draft minutes from the March 17, 2016 regular meeting on Friday, April 15, 2016. Ms. Graner moved to approve the Minutes as written. Mr. Reed seconded the motion and it passed unanimously.

ITEM FOUR - APPROVAL OF PRESENTATIONS/DISCUSSIONS

- a. **CEO's Report** - Robert Lysek presented the CEO's report to the Board.
 - o **Food:** Lehigh Valley Academy Charter School (LVA) selected Linton's as their food management company for the 2016/2017 school year. We will be preparing their food at EEACS. Currently we accommodate the food service for Lincoln Leadership Academy Charter School and this will generate more revenue to put in our program.
 - o **Transportation:** Our students have participated in 10 field trips to date and another 5 in are place. All trips FREE because of relationship with First Student. They have an office at the school and hold their trainings on the premises.



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BOARD OF TRUSTEES MEETING

- Building: We are current on rent, build out options are on the table and need to be considered. Once the state budget is passed for 2016 -2017 the purchasing the building will also be back on the table.
 - Operations: The line of credit as a result of the state budget crisis has been paid. Our annual Golf Outing is scheduled for April 30th and tickets are sold out. KAPCS, rally is on May 16th. One hundred students from EEACS are scheduled to participate and the will be joining 2 of our State Representatives at the capital. Admissions is starting plans from event to recruit heavily for next year.
 - Student/Staff Attendance: Students- 783/ 96% - 94% staff attendance
 - Tours/JL Mann update: State Representative Saylor and Schlossberg were on campus. LVHN and Merc are scheduled for next week. Political event happening May 6th at LLACS May 6th, Fire Chief was on campus and the Health Department was on campus twice for routine inspections.
 - Education Quality: PSSA's are in motion. We are currently discussing a schedule change for 2016/2017 school year, which will include opening in staffing positions. The Title I audit was rescheduled for May 15th due to the PSSA testing. We are participating with Healthy Kids to in accommodating the student's daily schedule with 45 minutes of physical activity.
 - Related Services: 111/783 - 100% compliant. We're looking at summer school numbers now, Team Leaders were added to IEP process.
 - Share Resource Minutes - Linton's staff luncheon happening next week for staff appreciation, My Brother's Keeper is working with county executives and mayor. Mr. Flavell is driving it.
 - Miscellaneous: The students are scheduled to attend 3 Iron Pigs games. Boo Fest will be held in our parking lot this fall and 150 vendors participate in the event. The open House/Lottery event held April 13th for grades Kindergarten and 5th was a big success. CEO meeting of Charters Schools is next Monday at LVA. Seven Generations Charter School is closing and EEACS has offered to enroll some of their students. Multiple grants are being addressed and school policies updated by Bruce Johnson.
- b. **Financial Report** –Peter Costa, Business Manager from Santilli & Thomson present the financial report to the Board on Friday, April 21, 2016 and they were submitted to record with no contentions. This report will be put on file for audit.
- c. **Student Representative** - Xilia Luna gave her report on behalf of the Student Board as President. Student body statistics are: Board Members 15, Student Government 52, Pledge 50, Positive 189, Neutral 91, and Concern 13. After school clubs are Health & Fitness, Dance, Chess, Cheer Leading, Homework and Drama.
- d. **Student Presentation** – 4 students presented to the Board from Team 4;
- Alejandro Valderrama in 8th grade presented excerpts from his report on “True Valor” written by Dee Henderson.
 - Dedmas Sanchez in 8th grade presented his interviews on the



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- o From the Drama Club, Chianti Armstead as Lucy and Adrian Gutierrez de la O as Linus, acted out a skit from the play, “You’re a Good Man Charlie Brown”.
- e. **Parent Representative** –Allison Davis gave an update on the success of the pasta dinner.

ITEM FIVE – NEW BUSINESS

- a. Approval of the renewal contract for Renaissance Learning. A motion was made by Ms. Kirschner to approve the renewal of the program and cost to the school. Mr. Rivera seconded the motion and it passed unanimously.
- b. Approval of temporary staff member, Sheng-Chieh Lu who is replacing Xaiwei Tang during a maternity leave. A motion was made by Ms. Graner to approve the temporary position. Mr. Reed seconded the motion and it passed unanimously.
- c. Approval of the Revised Maternity Leave Policy. A motion was made by Mr. Reed to approve the revision as written. Mr. Dobil seconded the motion and it passed unanimously.
- d. Approval of the Policy for Accommodating Breastfeeding by Employees. A motion was made by Mr. Dobil to approve the policy as written. Ms. Kirschner seconded the motion and it passed unanimously.
- e. Approval of the Board Meeting Participation Policy. A motion was made by Ms. Graner to approve the policy as written. Mr. Dobil seconded the motion and it passed unanimously.
- f. Resolution on the EEACS Corporate Office Address. This resolution changes the corporate address from Four Greentree Centre, 601 Route 73, Marlton NJ to 555 Union Blvd, Allentown, PA. A motion was made by Mr. Rivera to approve the address change. Ms. Kirschner seconded the motion and it passed unanimously.
- g. Resolution to establish a Secretary to the Board of Trustees. The resolution names Sue Sos for this position. A motion was made by Ms. Graner to approve the Resolution as presented. Mr. Rivera seconded the motion and it passed unanimously.
- h. Resolution to establish a credit card for the Student Funds account with Stephen Flavell as the authorized signer. A motion was made by Mr. Rivera to approve the Resolution as presented. Mr. Dobil seconded the motion and it passed unanimously.
- a. Pastor Jim Rivera commented on the inner workings of the school and that he was amazed at how much EEACS has done considering the challenges of events, such as the State Budget Crisis, they had been facing.

ITEMS SEVEN - ADJOURNMENT

Mr. Dobil thanked the students for their presentations in tonight’s Board Meeting and announced the next Board Meeting would be held on Thursday, May 19, 2016 at 6:00PM in the cafeteria of EEACS. At 6:29PM, Mr. Rivera moved to adjourn the meeting. Ms. Kirschner seconded the motion and it passed unanimously.