



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

MAY 25, 2017

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00PM on May 25, 2017 at the Executive Education Academy Charter School located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

Trustees Attending:

Barry Dobil
Kristen Kirschner – not in attendance
Tye Reed – via phone
Jim Rivera
Dr. Betsy Swope

Invited Attendees:

Robert Lysek, CEO
Stephen Flavell, COO
Selma Abi-Daher - Controller
William Platt, Esq. – not in attendance
Bruce Johnson, COS

ITEM ONE - CALL TO ORDER

Board President Barry Dobil called the meeting to order at 6:00pm. EEACS Board Meeting dates were posted for public announcement in the Friday, November 4, 2016 edition of The Morning Call in accordance with the Pennsylvania Sunshine Act. The meeting was opened with the Pledge of Allegiance followed by a role call of the Board of Trustee Members.

ITEM TWO - APPROVAL OF MAY 25, 2017 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Friday, May 19, 2017. Mr. Dobil moved to approve the Agenda. Dr. Swope motioned to approve the Agenda and Mr. Reed seconded. The Agenda was approved unanimously.

ITEM THREE - APPROVAL OF APRIL 27, 2017 BOARD MEETING MINUTES

The Board was provided with a draft of the Minutes for the April 27, 2017 Board Meeting on Friday, May 19, 2017. Dr. Swope motioned to approve the Minutes and Mr. Rivera seconded. The Minutes were approved unanimously.

ITEM FOUR - APPROVAL OF PRESENTATIONS/DISCUSSIONS

a. **CEO's Report** - Robert Lysek presented the CEO's report to the Board.

- o Human Resources & Staff: Carol Trench has resigned as EEACS's Chief Academics Office to taken a position as a Principal in the Philadelphia School District. She did an excellent job at the school and will be missed.
- o Food Services: Our food service company, Linton's, is interested in putting a food service center in the lower level to better provide food for our school and others. They currently serve four other Charter Schools with a fifth upcoming.
- o Transportation: The required 2017/2018 transportation forms have been received from the parents for the new school year. Jamal George is doing a great job in setting up the new school year with the other districts.
- o Building: There will two warehouses built out for next year to accommodate classrooms for 5th and 6th grades. Construction of accommodations for Headstart CSC are underway. They will open in July and occupy the space directly under EEACS for approximately 300 children.
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- Operations:
 - The budget for new is being drafted and will be presented to the Board in June.
 - Graduation and Moving –Up ceremonies are being planned.
 - Last day of school for the students is June 16th and for the Teachers, June 19th.
 - Multiple field trips are happening such as the Lehigh Valley Zoo, Franklin Institute, Iron Pigs, and Field Days.
 - Mr. Steve Flavell is supporting the project of partnering with Lehigh and DeSales University.
 - An educational event is scheduled for June 8th at the NB Center across the street, owned by Mr. Bolgary. Selected students and staff will be able to tour the property and a lunch-in will be provided.
 - The Keystone Alliance of Public Charter Schools (KAPCS) conference was attended by myself, Mr. Bruce Johnson, and Mrs. Rebecca Ripka.
 - Christian Nonirit, 9th grade, and Jamal George, Jr., 7th grade, presented speeches in front of hundreds of people at the Charter School Rally held at the state capital.
 - Two of EEACS students were selected for the FE Foundation which is a summer internship program with corporations.
 - One of our students will be attending the Pennsylvania State Police Camp Cadet program.
 - USA Boxing program is a part of the after school programs now.
 - We have the largest Boy Scout Troup in the Lehigh Valley at the school and it's only their first year.
 - Mr. Flavell is planning a Student Government dinner at the Renassants Hotel in Allentown.
 - In spite of the rained out day, the Golf Outing went very well and participation was high.
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-) met with Pennsylvania's State Coalition Director and are considering merging the two organizations. This will form one organization of 100+ Charter Schools, encompassing approximately 100,000 students, enabling strong representation of Charter Schools' strength in state government. At the on May 8th, EEACS students, Christian Nonirit and Jamal George Jr. will be presenting speeches in front of 1,000 persons. The Charter School Conference being held next week in Valley Forge will be attended by myself, Mr. Johnson, and Mrs. Ripka. Lehigh Valley Academy Charter School does not have a facility at their location for events and will be renting the 555 auditorium starting in September. The Education Day at the Iron Pigs and the Big Fish Trip were very successful. Multiple field trips are still planned for the remainder of this school year. La Salle University signed a letter of intent to establish an ESL program and to conduct research with the teaching staff and students
- In preparation for next year the current fitness center and the warehouse for comm^{un}ity cl^othing will be renovated into 12 additional classrooms for 5th and 6th grade. We're planning a meeting with the Iron Pigs to talk about the future of parking issues. The new student



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arrival process is working well. Planning has begun for graduation events in various grade levels. Christian Nunirit, the youngest candidate on record, did an excellent presentation for “Youth of the Year” competition recently held in Harrisburg. Christine Agosto is the new Parent Representative. Parent/Teacher Conferences are on May 15th. EEACS entered into an arrangement with a USA Boxing sanctioned club that will be starting to practice at EEACS May 1st. Lehigh Valley Hospital Network doctors are now in the school weekly in accord with our MOU.

- Student/Staff Attendance: 988 students are currently enrolled. Currently, there are 106 staff members.
 - Tours/JL Mann update: Dr. Cooper, Superintendent of the Allentown School district, John Yurconic, Insurance Broker, East Side Youth Center’s Board, and the Health Department all visited the school. Jenn Mann and I will be visiting the ASD Re-engagement Center to discuss a partnership with ASD in May.
 - Public Relations Update: Jenn Mann is diligently supporting EEACS in relations.
 - Government Relations: The House Bill number 97 is in the Senate now. Please watch the bill closely. For the most part the bill is very positive for Charter Schools with such items as a 10 year renewals, fair funding and accountability systems.
 - Education Quality: PSSA’s are going well and wrap up May 5th. Keystone Testing is May 15th to the 26th. The educational preparation for next year and plans for summer school are underway.
 - Related Services: Special Programs is at 137 students. All programs are 100% compliant and a great job was done in the PDE Audit by Tiffany O’Brien and her Team.
 - Miscellaneous: We are currently partnering with DeSales & Lehigh University concerning student teaching. A few items need to be formalized. The school is participating in the Lehigh Valley Business Group yard sale on May 6th. The EEACS Golf Outing is May 13th.
 - EEACS Foundation: Currently, there are 7 members identified including, four unrelated to EEACS (yet to be inducted) plus and the present 3 EEACS related members. The federal 1023 filing has been verbally approved and upon receipt will enable EEACS Foundation to move forward with the acquisition of the building. Construction of a gym is part of planned purchase.
- b. **Financial Report** – Ms. Selma Abi-Daher, Controller supplied the Board with the March financial report on Friday, April 21, 2017. There were no additions or corrections to the report and it was submitted to record. The financial report will be placed on file for audit.
- c. **Student Representative** - Christian Nunirit presented his report. Overall attendance is at 94% and our goal is to achieve 96% by the end of the year. Upper classmates have been motivating the other PSSA takers to do their best. The 9th grade students will be allowed to leave early each day during the Keystone testing. Team 6 has established a new norm to express themselves by allowing students to wear color shoes. Mr. Dobil asked Christian also to share his experience in participating in the National Youth of the Year contest.



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- d. **Presentation** – Team 6 represented by Jennifer Wendel and Megan Mayberry, presented “Slam Poetry”. Each student created a poem on today’s social topics and created an active painting with Miss Mayberry. Student, Jennifer Garcia, presented her poem “Remember” and associated art work. Other students’ artwork was also presented.
- e. **Parent Representative** – Christine Agosto presented the PTO information and next year proposal including such items as a calendar, bulletin boards, and recruitment.

ITEM FIVE – PUBLIC COMMENT ON AGENDA RELATED ITEMS

- a. Mr. Dobil opened the floor to the submission of public comments on Agenda items, but none were submitted.

ITEM SIX – NEW BUSINESS

- a. Resolution authorizing establishment of account(s) with “Pennsylvania Local Government Investment Trust” (PLGIT). Mr. Dobil asked for a motion to approve the resolution. Dr. Swope motioned to approve the resolution and Mr. Rivera seconded the motion. The resolution was approved unanimously.

ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS

Dr Swope asked Christian Nonirit to further share his experience as a nominee for National Youth of the Year. Christian explained the events that led up to his current status in the competition and the requirements in achieving the title. Mr. Rivera thanked the Kindergarten Teachers for their dedication and the presentation.

ITEM EIGHT – COURTESY OF THE FLOOR TO PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Dobil opened the floor to the submission of public comments, but none were submitted.

ITEM NINE - ADJOURNMENT

Mr. Dobil thanked everyone for their participation in the meeting. The next Board Meeting will be held on Thursday, May 25, 2017 at 6:00PM in the cafeteria of EEACS. Mr. Dobil asked for a motion to adjourn. Dr. Swope motioned. Mr. Rivera seconded the motion and the meeting was adjourned at 6:22pm.