



EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL

555 Union Boulevard | Allentown, PA 18109

610-841-7044 | fax 610-841-7187 | www.ee-schools.org

PUBLIC MEETING

MEETING AGENDA

JANUARY 25, 2024

Public Notice

1. Call to order: 6:00pm
2. Approval of January 25, 2024 Board Meeting Agenda
3. Approval of December 14, 2023 Board Meeting Minutes
4. Reports:
 - a. CEO's Report – Robert Lysek
 - b. Financial Reports for December 2023 – Dr. Selma Chehouri Abi-Daher, CFO
 - c. Chief of Operations Report – Stephen Flavell, COO
 - d. Chief Staff Officer – Michael Riccutti, CSO
 - e. Chief Academic Officer Report – Tiffany O'Brien, CAO
 - f. Lower Grades (K-5) School Report – Kiersten Yeakel, CSD
 - g. Middle Grades (6-8) School Report – Tamara Klas, CSD
 - h. Upper Grades (9-12) School Report– Matthew Wiltrout, CSD
 - i. Student Representative – Kiomara Quinones
5. Public Comment Submitted on Agenda Items
6. New Business:
 - a. Resolution: Approve Filing of IRS Form 990 for 2022-2023
 - b. Resolution: Accept and Approve 2022-2023 Financial Audit
 - c. Resolution: Approve Unanimous Consent In Lieu of Annual Meeting
 - d. Resolution: Approve the following policies:
 1. Policy #3001 – Creating a Position
 2. Policy #3004 – Employment of Staff
 3. Policy #3005 – Employment of Substitutes
 4. Policy #3007 – Student Teachers/Interns
 5. Policy #3009 – Assignment and Transfer
 6. Policy #3009.1 - Telework
 7. Policy #3011 – Reduction of Staff
 8. Policy #3014 – Physical Examination



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9. Policy #3018 – Attendance and Tardiness
 10. Policy #3019 – Outside Activities
 11. Policy #3020 Freedom of Speech in Nonschool Settings
 12. Policy #3021 – Political Activities
 13. Policy #3022 – Gifts
 14. Policy #3023 – Tobacco and Vaping Products
 15. Policy #3024 – Personnel Files
 16. Policy #3025 – Dress and Grooming
 17. Policy #3026 – Complaint Process
 18. Policy #3028 - Compensation/Salary
 19. Policy #3032 – Working Periods
 20. Policy #3035 – Family and Medical Leaves
 21. Policy #3042 – Jury Duty
 22. Policy #3043 - Paid Holidays
 23. Policy #6000 - Records Management (Updated)
 24. Policy #6000.1 - Electronic Signatures/Records
 25. Policy #6001 – Public Records
 26. Policy #6003 – School Calendar
 27. Policy #6004 – School Day
 28. Policy #6005.2 – School Security Personnel
 29. Policy #6010 – Transportation
 30. Policy #6015 – Acceptable Use of Internet, Computers and Network Resources
 31. Policy #6018 – Contracted Services Personnel
 32. Policy #6019 – Suicide Awareness, Prevention and Response
 33. Policy #6022 – Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
 34. Policy #6027 – Conflict of Interest (Updated)
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7. Discussion and Announcements (Board of Trustees)
 8. Courtesy of the Floor
 9. Adjournment