



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

FEBRUARY 15, 2016

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:11PM on February 15, 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 - not in attendance
Jim Rivera

Invited Attendees:

Robert Lysek, CEO
William H. Platt II, General Counsel
Peter Costa, Business Manager - not in attendance

ITEM ONE - CALL TO ORDER

Board President Barry Dobil called the meeting to order at 6:11PM. 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.

ITEM TWO - APPROVAL OF JANUARY 18, 2016 MEETING MINUTES

The Board was provided with draft minutes from the January 18, 2016 regular meeting on Friday, February 12, 2016. Mr. Dobil moved to approve the Minutes. Mr. Rivera approved the minutes as written. Ms. Graner seconded the motion and it passed unanimously.

ITEM THREE - APPROVAL OF FEBRUARY 15, 2016 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Friday, February 12, 2016. Mr. Dobil moved to approve the Agenda. Ms. Graner approved the motion. Mr. Rivera 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:** PDE was on campus for two days last week to review the food service program. The EEACS team along with the team of Linton's Managed Services did an incredible job in preparation and in the outcome.
 - o **Transportation:** First Student bus training personnel will occupy an office at the school.
 - o **Building:** We are current with the rent despite the State budget crisis. Jennifer Mann is in negotiations with the landlords.
 - o **Operations:** Concerning the State crisis update, EEACS paid down the line of credit by 50 thousand dollars. Golf outing is scheduled for April 30th and flyers were released today. The CEO meeting was rescheduled to February 1st due to weather and it was a success. JL Mann



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will be presenting to parents next month at LLACS concerning the politics of all Lehigh Valley Charter Schools. The first enrollment Open House was held and there was a great turn out. The event exceeded 100 enrollment applications.

- Student/Staff Attendance: Students- 788/ 94% - 96% staff attendance
- Tours/JL Mann update: Coca-Cola's Lehigh Valley senior team visited the school twice. Todd Donnelly's visit went well. A group of Philadelphia teachers toured the school and an educator from Nigeria. We met with Penn Dot to discuss the school entrance intersection and the work needed to be done.
- Education Quality – We are currently discussing a schedule change for the 2016/2017 school year. These changes could possibly include moving SGI to the later part of the day and adding 15 minutes to the school day's schedule.
- Related Services – 114/788 - 100% compliant
- Share Resource Minutes - Students went on field trips to the Art Museum and My Brother's Keeper. LEMA presented to the 2nd and 3rd grade students and requested to come back. EEACS had a group of students visit and supported the doctors at St. Luke's Hospital.
- Miscellaneous: Keystone Alliance board meeting/PD and School Board Governance is in Hershey March 3rd and 4th. Open invitation was extended to all EEACS Board Members. The next Board Meeting was scheduled for ILEAD Charter School, but inclement weather pushed it to a conference call. KAPCS is asking for support to rally parents to address the budget crisis via local and state politician's unconstitutional ruling around charters.

- b. **Financial Report** –Peter Costa, Business Manager from Santilli & Thomson present the financial report to the Board on Friday, February 12, 2016 and they were submitted to record with no contentions. This report will be put on file for audit.
- c. **Student Representative** - Ashley Ramirez gave her report on behalf of the Student Board. Student body statistics are: Board Members 5, Student Government 50, Pledge 62, Positive 181, Neutral 129, and Concern 9. Miguel was elected as our new Vice President. We started a new afterschool club which is cheerleading and currently has 28 members.
- d. **Parent Representative** –Allison Davis gave her report on behalf of the PTO Committee. February 11th there was a PTO meeting. Discussion was held on the strategies to increase parent engagement and to increase the numbers of parents who participate in the PTO. Since we're a newly established school and PTO our main goal is to boost participation. The PTO wants to facilitate a spaghetti dinner on March 11, 2016 from 5:00 to 8:00pm which also includes a raffle. Our intension is to raise money for the school and it will be an event that gathers the EEACS families together. We also discussed other ways to support the school. We are focusing on fundraising events to help supplement money for students and activities with things such as hoagie sales, bingo and movie nights.

ITEM FIVE – NEW BUSINESS

- a. Resolution to approve Bob Lysek as debit card signer for the General Funds account and Stephen Flavell as signer of the Student Funds debit card. Mr. Rivera moved to approve the Resolution. Mr. Dobil seconded the motion and it passed with no contention on the matter.



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- b. Resolution to approve the 2015/2016 Wellness Policy presented to the Board on Friday, February 12, 2016. A motion was made by Ms. Graner to approve the Wellness Policy as presented. Ms Kirschner seconded the motion and it passed unanimously.
- c. Resolution to approve the Parent Involvement Policy presented to the Board on February 17, 2016. A motion was made by Ms. Kirschner to approve the Parent Involvement Policy as presented. Mr. Dobil seconded the motion and it passed unanimously.
- d. Resolution to approve the School-Parent Student Compact presented to the Board on Friday, February 12, 2016. A motion was made by Ms. Graner to approve the School-Parent Student Compact as presented. Mr. Dobil seconded the motion and it passed unanimously.
- e. Resolution to approve the Parent Right-to-Know Policy presented to the Board on Friday, February 12, 2016. A motion was made by Mr. Rivera to approve the Parent Right-to-Know Policy as presented. Mr. Dobil seconded the motion and it passed unanimously.

ITEMS SEVEN - ADJOURNMENT

Mr. Dobil thanked all the participants in tonight's Board Meeting and announced the next Board Meeting would be held on Thursday, March 17, 2016 at 6:00PM in the cafeteria of EEACS. At 6:526PM, Ms. Kirschner moved to adjourn the meeting. Mr. Rivera seconded the motion and it passed unanimously.