



EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL

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

BOARD OF TRUSTEES MEETING

Public Meeting

MEETING MINUTES

February 24, 2022

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00pm on February 24, 2022 at the Executive Education Academy Charter School located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

Trustees Attending:

Barry Dobil – present
Ty Reed – present
Pastor Jim Rivera – present
Dr. Betsy Swope – present
Tracy Becker – present

Invited Attendees:

Robert Lysek, CEO – present
Stephen Flavell, COO - present
Dr. Selma Chehouri Abi-Daher, CFO present

Invited Attendees (continued):

Kim Bjorkman – Secretary to Board –present
Stephanie Kobal– Counsel – present via phone
Michael Riccutti – CSO – not present
Tiffany O'Brien – CAO – present
Kiersten Yeakel – CSD – present
Tamara Klas – CSD – not present
Matthew Wilttrout – CSD – present
Axel van den Akker – Student representative - present

Visitors:

none

ITEM ONE - CALL TO ORDER

Board President Barry Dobil called the meeting to order at 6:00 pm. EEACS Board Meeting dates were posted for public announcement in the Friday, June 4, 2021 edition of The Morning Call in accordance with the Pennsylvania Sunshine Act 65. Mr. Dobil reported that prior to the meeting, an Executive Session was held for discussion of personnel and safety matters with no votes having been taken. The meeting was opened with the Pledge of Allegiance followed by a roll call of the Board of Trustee Members.

ITEM TWO - APPROVAL OF FEBRUARY 24, 2022 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Friday, February 18, 2022. Mr. Dobil asked for a motion to accept the Agenda as written. Mrs. Becker motioned to approve the Agenda as written and Dr. Swope seconded. The Agenda was approved unanimously.

ITEM THREE - APPROVAL OF JANUARY 27, 2021 BOARD MEETING MINUTES

The Board was provided with a draft of the Minutes for the February 24, 2022 Board Meeting on Friday, February 18, 2022. Mr. Dobil asked for a motion to approve the December Minutes as written. Mr. Reed motioned to approve the Minutes and Mr. Dobil seconded. The Minutes were approved unanimously.

ITEM FOUR - PRESENTATIONS/DISCUSSIONS

- a. **CEO's Report** was presented by Robert Lysek, CEO. Mr. Lysek made mention that face masks have become optional for all students and staff. The president of DeSales University was onsite to



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present a scholarship to a student. The superintendent of ASD toured the facilities. The Allentown Police Department is partnering with the school.

- b. **Financial Report** – Dr. Selma Chehouri Abi-Daher, CFO, supplied the Board with the January 2022 financial report on Friday, February 18, 2022. There were no additions or corrections to the report and it was submitted to record. The financial reports will be placed on file for audit.
- c. **Chief of Operation Report** was presented by Stephen Flavell, COO. There has been a good response from students and parents regarding the attendance policy. We are currently at 94% ADA, with an enrollment of 1362 students and a wait list of 977. Both the boys' and girls' basketball teams will be playing in the district playoffs.
- d. **Chief Staff Officer Report** was presented by Dr. Abi-Daher, CFO on behalf of Michael Ricciutti, CSO. There is an opening for a 5th grade teacher.
- e. **Chief Academic Officer Report** was presented by Tiffany O'Brien, CAO. We are currently midway through quarter three. Administration has been receiving coaching. State assessments will occur in April. There will be a stakeholders meeting for Title I on March 16th.
- f. **Lower Grades (K-5) School Report** was presented by Kiersten Yeakel, CSD. Elementary celebrated 100 days of school on February 16th. Read Across America will be held from February 28th to March 4th.
- g. **Middle Grades (6-8) School Report** was presented by Tamara Klas, CSD. There were 50 participants in a national research test data. Reading Olympics will be observed February 28th to March 4th. Middle school students will volunteer to read to the elementary students during Read Across America week.
- h. **Upper Grades (9-12) School Report** was presented by Matthew Wilttrout, CSD. A career fair will be held in March with approximately 20 businesses being represented. Currently 45 students have been accepted into colleges. There have been tours of local colleges that have been successful.
- i. **Student Representative Report** was presented by Axel van den Akker, Student. There have been various fundraisers being held to support both baseball and softball teams. Jackets were purchased for the members of the Student Government.

ITEM FIVE – PUBLIC COMMENT ON AGENDA RELATED ITEMS

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

ITEM SIX – NEW BUSINESS

- a) Mr. Dobil asked for a motion to accept and approve the Bent Creek Services Policy Maintenance Program. Mrs. Becker motioned to approve and Mr. Dobil seconded the motion. The Bent Creek Services Policy Maintenance was approved unanimously with no discussion.



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ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS FROM THE BOARD OF TRUSTEES

Mr. Reed was happy to hear that the number of Covid-19 cases in the school has come down. Mr. Dobil mentioned that the relationship with the Allentown Police Department will be good for the students. Pastor Rivera is impressed with the progress the school is making, he stated “everything is going gangbusters.”

ITEM EIGHT – PUBLIC COMMENT ON NON-AGENDA RELATED ITEMS

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

ITEM NINE - ADJOURNMENT

With the completion of all Agenda items, Mr. Dobil asked for a motion to adjourn the meeting. Mr. Reed motioned to adjourn. Mr. Dobil seconded the motion and the meeting was adjourned at 6:23 pm. The next Board Meeting will be held on Thursday, March 24, 2022 at 6:00 pm in the Board Room of EEACS.