



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

June 24, 2021

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00pm on June 24, 2021 at the Executive Education Academy Charter School located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

Trustees Attending:

Barry Dobil – not 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
Marie McConnell, Counsel – not present
Sue Sos – Secretary to Board – not present
Stephanie Kobal– Attorney - present

ITEM ONE - CALL TO ORDER

Board Vice President Dr. Betsy Swope called the meeting to order 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. Dr. Swope 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 JUNE 24, 2021 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Friday, June 18, 2021. Dr. Swope asked for a motion to accept the Agenda as written. Mr. Reed motioned to approve the Agenda as written and Ms. Becker seconded. The Agenda was approved unanimously.

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

The Board was provided with a draft of the Minutes for the May 2021 Board Meeting on Friday, June 18, 2021. Dr. Swope asked for a motion to approve the May Minutes as written. Ms. Becker motioned to approve the Minutes and Mr. Reed seconded. The Minutes were approved unanimously.

ITEM FOUR - PRESENTATIONS/DISCUSSIONS

- a. **CEO's Report** – Mr. Robert Lysek presented the CEO's report to the Board of Trustees highlighting operations. There was no additional discussion and the report was submitted to record.
- b. **Financial Report** – Dr. Selma Chehouri Abi-Daher, CFO, supplied the Board with the May 27, 2021 financial report on Friday, June 18, 2021. 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 Academic Officer Report** was presented by Tiffany O'Brien.
- d. **Lower Grades (K-6) School Report** was presented by Tamara Klas, CSD.
- e. **Upper Grades (7-12) School Report** was presented by Stephen Flavell in lieu of Clifford Harmon's IV, CSD absence.



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f. **Student Services Report & Athletics** was presented by Michael Ricciutti, CSS.

ITEM FIVE – PUBLIC COMMENT ON AGENDA RELATED ITEMS

Dr. Swope opened the floor to the submission of public comments on Agenda items, but none were submitted submitted to Sue Sos.

ITEM SIX – NEW BUSINESS

- a. Dr. Swope asked for a motion to accept the resolution of approving the School Budget 2021-2022. Mr. Reed motioned to accept and Ms. Becker seconded the motion. The School Budget 2021-2022 was accepted.
- b. Dr. Swope asked for a motion to accept the resolution of approving the Employee Benefit Plans 2021-2022. Ms. Becker motioned to accept and Pastor Rivera seconded the motion. The Employee Benefit Plans 2021-2022 was accepted.
- c. Nomination and Election of At Large Trustee. Pastor Rivera abstained from this motion. Dr. Swope asked for a motion that Pastor Jim Rivera be re-elected as an At Large Trustee of Executive Education Academy Charter School according to the by-laws. Mr. Reed motioned to approve and Ms. Becker seconded. The re-election of Pastor Jim Rivera passed unanimously.
- d. Dr. Swope asked for a motion to appoint Pastor Jim Rivera as Secretary. Ms. Becker motioned to approve and Mr. Reed seconded the motion and Pastor Rivera was appointed as Secretary unanimously.

ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS FROM THE BOARD OF TRUSTEES

Dr. Swope, as well as all of the Trustees, welcomed Tracy Becker to the Board and thanked her for accepting the Treasurer's position. Also, congratulations were expressed to Pastor Rivera for re-election and nomination to Secretary to the Board. Ms. Becker expressed that she has a granddaughter that attends Executive Education Academy Charter School and had high praise for the teachers. Pastor Rivera stated that the teachers "come with their A game". Mr. Michael Ricciutti has been placed in new role effective July 1, 2021 as Chief Staff Officer.

ITEM EIGHT – PUBLIC COMMENT ON NON-AGENDA RELATED ITEMS

Dr. Swope opened the floor to the submission of public comments on Non-Agenda items, but none were in the waiting room monitored by Mr. Lysek.

ITEM NINE - ADJOURNMENT

With the completion of all Agenda items, Dr. Swope asked for a motion to adjourn the meeting. Mr. Reed motioned to adjourn. Pastor Rivera seconded the motion and the meeting was adjourned at 6:37 pm. The next Board Meeting will be held on Thursday, August 26th at 6:00 pm in the 1st floor Boardroom of EEACS.