EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL
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BOARD OF TRUSTEES MEETING

Public Meeting **MEETING MINUTES** **June 26, 2025**

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00 pm on June 26, 2025 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
Jim Rivera – not present
Dr. Betsy Swope – present
Tracy Becker – present
Mariam Hazim – present

Invited Attendees:
Robert Lysek, CEO – present
Stephen Flavell, COO – not present
Dr. Selma Chehouri Abi-Daher, CFO – present
Kim Bjorkman – Secretary to Board – not present

Invited Attendees (continued):
Naomi Centrella - Counsel – present
Michael Ricciutti – CSO – not present
Kiersten Yeakel – CSD – not present
Tamara Klas – CSD – not present
Matthew Wiltrout – CSD – not present
Kaiyah George - Student Representative – not present
Parent Representative – n/a

Visitors:
n/a

ITEM ONE - CALL TO ORDER

Board Vice President Dr. Betsy Swope called the meeting to order at 6:00 pm. EEACS Board Meeting dates were posted for public announcement in the Wednesday, July 3, 2024 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 26, 2025 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Wednesday, June 18, 2025. Dr. Swope asked for a motion to accept the Agenda as written and to correct the date for the Financial Report to May 2025. Mrs. Becker motioned to approve the Agenda as written and Mrs. Hazim seconded. The Agenda was approved unanimously.

ITEM THREE - APPROVAL OF MAY 22, 2025 BOARD MEETING MINUTES

The Board was provided with a draft of the Minutes for the May 22, 2025 board Meeting on Wednesday, June 18, 2025. Dr. Swope asked for a motion to approve the May Minutes as written. Mr. Reed motioned to approve the Minutes and Mrs. Becker seconded. The Minutes were approved unanimously.

BOARD OF TRUSTEES MEETING

ITEM FOUR - PRESENTATIONS/DISCUSSIONS

a. **CEO's Report** was presented by Robert Lysek, CEO. Mr. Lysek stated that the EEACS Safety and Security Coordinator Report was completed. Mr. Lysek thanked the members of the school threat assessment team, with special thanks to Mr. Dave Szafranski. During the 2024-2025 school year there were 24 threats assessed, some of which included police involvement. Some vulnerabilities are being addressed. EEACS is in compliance with Act 44. The school is required to have an assessment every three years. A copy of the EEACS Safety and Security Coordinator Report is on file.

b. **Financial Report –** Dr. Selma Chehouri Abi-Daher, CFO, supplied the Board with the May financial report on Wednesday, June 18, 2025. 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 Operations Report** was not presented.

d. **Chief Staff Officer Report** was not presented.

e. **Lower Grades (K-5) School Report** was not presented.

f. **Middle Grades (6-8) School Report** was not presented.

g. **Upper Grades (9-12) School Report** was not presented.

h. **Student Representative Report** was not presented.

i. **Parent Representative Report** was not presented.

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.

ITEM SIX – NEW BUSINESS

a) Dr. Swope asked for a motion to approve the 2025-2026 Employee Benefit Insurance Plan. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the 2025-2026 Employee Benefit Insurance Plan was approved unanimously with no discussion.

b) Dr. Swope asked for a motion to approve the 2025-2026 School Budget. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the 2025-2026 School Budget was approved unanimously with no discussion.

c) Dr. Swope asked for a motion to approve the 2025 Charter Annual Report Affirmation. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the 2025 Charter Annual Report Affirmation was approved unanimously with no discussion.

d) Dr. Swope asked for a motion to approve the Re-election of Dr. Betsy Swope to the Board of Trustees. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the Re-election of Dr. Betsy Swope to the Board of Trustees was approved unanimously with no discussion.

e) Dr. Swope asked for a motion to approve the Re-election of Dr. Betsy Swope as Vice President to the Board of Trustees. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of Re-election of Dr. Betsy Swope as Vice President to the Board of Trustees was approved unanimously with no discussion.

f) Dr. Swope asked for a motion to approve the Food Allergy Management Policy. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the Food Allergy Management Policy was approved unanimously with no discussion.

g) Dr. Swope asked for a motion to approve the Pregnant/Parenting/Married Students Policy. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the Pregnant/Parenting/Married Students Policy was approved unanimously with no discussion.

h) Dr. Swope asked for a motion to appoint Kiersten Yeakel as Chief Academic Officer. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval to appoint Kiersten Yeakel as Chief Academic Officer was approved unanimously with no discussion.

i) Dr. Swope asked for a motion to approve the renewal of the Bullying Policy for 2025-2026. Mr. Reed motioned to approve and Mrs. Hazim seconded the motion. The approval of the renewal of the Bullying Policy for 2025-2026 was approved unanimously with no discussion.

ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS FROM THE BOARD OF TRUSTEES

Dr. Swope opened the floor to the Board of Trustees for comments, but none were submitted.

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 submitted.

ITEM NINE - ADJOURNMENT

With the completion of all Agenda items, Dr. Swope asked for a motion to adjourn the meeting. Mrs. Becker motioned to adjourn. Dr. Swope seconded the motion and the meeting was adjourned at 6:09 pm. The next Board Meeting will be held on Thursday, July 24, 2025 at 6:00 pm via Zoom.