



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

August 26, 2021

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00pm on August 26, 2021 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 not present
Marie McConnell, Counsel – not present
Kim Bjorkman – Secretary to Board – present
Stephanie Kobal– Attorney - present

ITEM ONE - CALL TO ORDER

Board President Barry Dobil called the meeting to order 6:02 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 AUGUST 26, 2021 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Tuesday, August 24, 2021. Mr. Dobil asked for a motion to accept the Agenda as written. Dr. Swope motioned to approve the Agenda as written and Pastor Rivera seconded. The Agenda was approved unanimously.

ITEM THREE - APPROVAL OF JUNE 24, 2021 BOARD MEETING MINUTES

The Board was provided with a draft of the Minutes for the June 2021 Board Meeting on Tuesday, August 24, 2021. Mr. Dobil asked for a motion to approve the June 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** – 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 July 2021 financial report on Tuesday, August 24, 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, CAO.
- d. **Lower Grades (K-5) School Report** was presented by Kiersten Yeakel, CSD.
- e. **Middle Grades (6-8) School Report** was presented by Tamara Klas, CSD.



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- f. **Upper Grades (9-12) School Report** was presented by Matthew Wiltrout, CSD.
- g. **Student Services Report & Athletics** was presented by Stephen Flavell, COO.

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 to Kim Bjorkman.

ITEM SIX – NEW BUSINESS

- a. Mr. Dobil asked for a motion to approve the “2021-2022 TSI Title I Comprehensive Plan”. Ms. Becker motioned to accept and Mr. Reed seconded the motion. The 2021-2022 TSI Title I Comprehensive Plan was accepted.
- b. Mr. Dobil asked for a motion to approve the “2021-2022 School Lease Reimbursement”. Ms. Becker motioned to accept and Pastor Rivera seconded the motion. The 2021-2022 School Lease Reimbursement was accepted.
- c. Mr. Dobil asked for a motion that Sue Sos be removed as Secretary to the Board. Mr. Reed motioned to approve and Dr. Swope seconded. The removal of Sue Sos passed unanimously.
- d. Mr. Dobil asked for a motion that Kim Bjorkman be installed as Secretary to the Board. Mr. Reed motioned to approve and Dr. Swope seconded. The installation of Kim Bjorkman passed unanimously.

ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS FROM THE BOARD OF TRUSTEES

Pastor Rivera commented on how the school is being recognized in the community in a positive way. Mr. Reed discussed the help that EEACS offered to Allentown School District after some of their units lost classrooms due to a fire. Various items were donated to ASD to complete classrooms with furniture and white boards.

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 to Ms. Bjorkman.

ITEM NINE - ADJOURNMENT

With the completion of all Agenda items, Mr. Dobil asked for a motion to adjourn the meeting. Pastor Rivera motioned to adjourn. Mr. Reed seconded the motion and the meeting was adjourned at 6:25 pm. The next Board Meeting will be held on Thursday, September 23rd at 6:00 pm in the 1st floor Boardroom of EEACS.