



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 28, 2025**

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00 pm on August 28, 2025 at the Executive Education Academy Charter School located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

Trustees Attending:

Barry Dobil – present
Ty Reed – not present
Jim Rivera – not present
Dr. Betsy Swope – present
Tracy Becker – present
Mariam Hazim – present

Invited Attendees (continued):

Stephanie Kobal - Counsel – present
Michael Ricciutti – CSO – present
Kiersten Yeakel – CAO – present
Nicholas Diaz – Principal - present
Tamara Klas – Principal - present
Matthew Wiltout – Principal - present

Invited Attendees:

Robert Lysek, CEO – present
Dr. Selma Chehouri Abi-Daher, CFO – present
Kim Bjorkman – Secretary to Board – present

Visitors:

n/a

ITEM ONE - CALL TO ORDER

Board President Barry Dobil called the meeting to order at 6:03 pm. EEACS Board Meeting dates were posted for public announcement in the Tuesday, July 1, 2025 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 28, 2025 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Monday, August 25, 2025. Mr. Dobil asked for a motion to accept the Agenda as written. Dr. Swope motioned to approve the Agenda as written and Mr. Dobil seconded. The Agenda was approved unanimously.

ITEM THREE - APPROVAL OF JULY 24, 2025 BOARD MEETING MINUTES

The Board was provided with a draft of the Minutes for the July 24, 2025 board Meeting on Monday, August 25, 2025. Mr. Dobil asked for a motion to approve the July Minutes as written. Mrs. Becker motioned to approve the Minutes and Mrs. Hazim seconded. The Minutes were approved unanimously.

ITEM FOUR - PRESENTATIONS/DISCUSSIONS

- a. **CEO's Report** was presented by Robert Lysek, CEO. Mr. Lysek stated that on October 15, 2025 will begin ground breaking for the new stadium. Students returned for the new school year on August 25th; staff had a five-day orientation the week prior to the first day of school. Sports update



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included the report on football 0-1 and volleyball 0-1. The kitchen for the high school cafeteria is still under construction. The elementary playground has been started.

- b. **Financial Report** – Dr. Selma Chehouri Abi-Daher, CFO, supplied the Board with the July financial report on Monday, August 25, 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 Staff Officer Report** was presented by Michael Ricciutti, CSO. Mr. Ricciutti stated that the current student enrollment is 1,641; the waitlist consists of 1,183 students. There were 30 new staff members hired. During the orientation week there was a swag giveaway for all staff.
- d. **Chief of Academics** was presented by Kiersten Yeakel, CAO. Ms. Yeakel stated that curriculums and initial trainings were completed over the summer and into the orientation week. The school is preparing for winter Keystones and will be using Firefly that will help us determine how well our students will do on State testing. Professional development surveys were completed, the results showed that 4.3 out of 5 found the trainings beneficial, 4.4 felt the trainings were relevant to their position. Back to School Night was held earlier this year and was supported well, with approximately 450 students with their families in attendance. PCPCS supported the evening by giving out backpacks. Parents were surveyed, the results showed that 4.6 out of 5 felt welcome when they entered the building. A score of 4.4 out of 5 felt that phone calls, emails, and concerns received prompt responses.
- e. **Lower Grades (K-4) School Report** was presented by Nicholas Diaz, Principal. Mr. Diaz stated that he is looking forward to his new role as the new Principal for the elementary school. Mr. Diaz spent part of the summer training and supporting the new Director of Instruction, Mrs. Wendy Mirto. The first day of school a more intimate orientation was held for the incoming Kindergarten students and their families. On Tuesday Kindergarten students attended school for two hours and Wednesday was their first full day. The elementary school has begun planning fall field trips and grade level Weller Health assemblies.
- f. **Middle Grades (5-8) School Report** was presented by Tamara Klas, Principal. Mrs. Klas stated that middle school is growing. They have added ten new staff members and currently have 47 staff members on the team. Middle school consists of two teams this school year with 572 students. There are six new Special Education teachers/paraprofessionals for the new school year. A new bell schedule was developed this year. The middle school received positive feedback on gym shirts. New polos for students will be arriving to start “Polo Fridays.” Students took the math benchmark today and on Tuesday will be taking the ELA testing. Eligibility for sports will begin on September 12th.
- g. **Upper Grades (9-12) School Report** was presented by Matthew Wilttrout, Principal. Mr. Wilttrout stated that there are 498 students enrolled in high school. Students have transitioned well into the khaki-colored pants, providing a cleaner look and a visual separation from the rest of the school. High school has twelve new staff members. Students have adjusted well to the new layout which includes a new Team 5 assembly area. The student government is planning for the October 18th homecoming week that will include a dance and pep rally. There are three dual enrollment classes that are being offered in partnership with LCCC.



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

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 approve the Renewal of the CEO's Contract. Mrs. Becker motioned to approve and Mr. Dobil seconded the motion. The approval to Renew the CEO's Contract was approved unanimously with no discussion.

ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS FROM THE BOARD OF TRUSTEES

Mr. Dobil opened the floor to the Board of Trustees for comments. Dr. Swope asked for clarification on the student and staff counts for the new school year.

ITEM EIGHT – PUBLIC COMMENT ON NON-AGENDA RELATED ITEMS

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

ITEM NINE - ADJOURNMENT

With the completion of all Agenda items, Mr. Dobil asked for a motion to adjourn the meeting. Mrs. Hazim motioned to adjourn. Mr. Dobil seconded the motion and the meeting was adjourned at 6:25 pm. The next Board Meeting will be held on Thursday, September 25, 2025 at 6:00 pm.