



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

September 24, 2026

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00 pm on September 24, 2026, at Executive Education Academy Charter School (EEACS) located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

Trustees Attending:

Barry Dobil – present
Tyrone Reed – present
Dr. Betsy Swope – not present
Tracy Becker – present
Ed Duborg – present
Jose Torres – present

Invited Attendees:

Robert Lysek, CEO – present
Dr. Selma Abi-Daher, CFO – not present
Michael Ricciutti – COO – not present
Kiersten Yeakel – CAO – not present
Nicholas Diaz – Principal – not present
Tamara Klas – Principal – not present
Matthew Wiltout – Principal – present
Hailee Troxell – present
Callie Charlesworth - Counsel – present
Student Representative – n/a

Visitors:

N/A

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 Tuesday, July 1, 2026, 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 real state, safety, and security with no votes having been taken. The meeting was opened with the Pledge of Allegiance followed by a roll call from the Board of Trustee Members.

ITEM TWO - APPROVAL OF SEPTEMBER 24, 2026 AGENDA ITEMS

The Board was provided with a copy of the Agenda on Friday, September 18, 2026. Mr. Dobil asked for a motion to accept the Agenda as written. Mr. Reed motioned to approve the Agenda as written, and Mrs. Becker seconded. The Agenda was approved unanimously.

ITEM THREE - APPROVAL OF AUGUST 27, 2026 BOARD MEETING MINUTES

The Board was provided with a draft of the Minutes for the August 27, 2026, board meeting on Friday, September 18, 2026. Mr. Dobil asked for a motion to approve the Minutes as written. Mr. Duborg motioned to approve the Minutes, and Mr. Dobil seconded. The Minutes were approved unanimously.



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ITEM FOUR – PRESENTATIONS/DISCUSSIONS

- a. **CEO's Report** was presented by Robert Lysek, CEO. Mr. Lysek discussed new playground's success and opening of new football stadium. We received a temporary Certificate of Occupancy (CO) for the stadium. Our students started using the stadium for practices. We have our stadium dedication at 9:30 am tomorrow and our first home game at 7:30 pm.
- b. **Financial Report** was presented by Robert Lysek on behalf of Dr. Selma Abi-Daher, CFO, who supplied the Board with the August financial report on Friday, September 18, 2026. There were no additions or corrections to the report, and it was submitted to record. The financial report will be placed on file for audit.
- c. **Chief Operations Officer Report** was presented by Robert Lysek on behalf of Micheal Ricciutti, COO, who stated we are fully staffed.
- d. **Chief Academic Officer Report** was presented by Matt Willtrout on behalf of Kiersten Yeakel, CAO. Mr. Willtrout stated that benchmark testing will finish at the end of the month. Goals were at the Title I meeting to increase Math and ELA scores by 10%.
- e. **Elementary School Report (K-4)** was presented by Matt Willtrout on behalf of Nicholas Diaz, Elementary School Principal. Mr. Willtrout stated that there was a strong start to the new school year and students are enjoying the new playground. Elementary school finished benchmark testing and started testing for student government. There was discussed of Title I plans for the upcoming months.
- f. **Middle School Report (5-8)** was not presented.
- g. **High School Report (9-12)** was presented by Matt Willtrout, High School Principal. Mr. Willtrout discussed recent field trip to Jacobsburg Environmental Center and plans for upcoming field trips. A handful of post-secondary options were presented during school lunches for juniors and seniors. Data meetings are being held to discuss star testing results. Students 17 and older were given an opportunity to support the Lehigh County elections. FAFSA event will be held on October 21, 2026.
- 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) There was no new business items this evening.



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ITEM SEVEN - DISCUSSION AND ANNOUNCEMENTS FROM THE BOARD OF TRUSTEES

Mr. Dobil opened the floor to the Board for discussion and/or announcements. Mr. Dobil expressed his excitement for the first football game at EEACS.

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. Mr. Torres motioned and Mr. Dobil seconded. The meeting was adjourned at 6:20 pm. The next Board Meeting will be held on Thursday, October 22, 2026, at 6:00 pm.