

KEYSTONE ACADEMY CHARTER SCHOOL
4521 Longshore Avenue
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
NOVEMBER 17, 2022
By: ZOOM VIDEO CONFERENCE
MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This Board of Trustees meeting of the Keystone Academy Charter School Board of Trustees is hereby called to Order. The time is 7:01 pm. My name is Gretchen Alston. I am the President of this Board of Trustees, and I will facilitate this meeting.

This is a public meeting of the Board of Trustees of the Keystone Academy Charter School that was properly advertised pursuant to the Pennsylvania Sunshine Act. The public meeting schedule is posted at the school and on the website in the monthly calendar.

All members of the public are welcome, to sit and listen to the Board of Trustees conduct its business tonight. Members of the public who have registered with the Administrative office to participate in public comment by 5 pm on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters to our legal counsel. Comments will be limited to three minutes unless the Board decides to grant additional time.

At this time, I will ask that Roll Call be taken.

A. Roll Call by Daniel H. Saidel, Esq.:

Gretchen Alston - President	"GA"
Fred Phelps - Vice President	"FP"
Alma Diggs - Treasurer	"AD"
Marie McCarthy - Member	"MM"
Tina Peterson - Member	"TP"
Dina Hernandez - Secretary	"DH"

Board Members Present:	By Invitation: Non-Board Members Present:
Gretchen Alston Fred Phelps Marie McCarthy Tina Peterson Dina Hernandez	Dr. Claudia Lyles, CEO Daniel H. Saidel, Esq. Michael Danyo, Finance - Santilli & Thomson Dr. Kathryn Makar- Chief Academic Officer
Board Members Absent: Alma Diggs	

B. Announcement of Executive Session – Mr. Daniel Saidel

I would like to state, for purposes of the Minutes of this meeting that on November 17, 2022 the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:

(x) Certain Employee Issues. To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee, provided, however, that the individual employees or appointees whose rights could be adversely affected may request, in writing, that the matter or matters be discussed at an open meeting. The agency's decision to discuss such matters in executive session shall not serve to adversely affect the due process rights granted by law, including those granted by Title 2 (relating to administrative law and procedure); and

(x) Discuss Confidential Matters. To review and discuss agency business which, if conducted in public, would violate a lawful privilege, or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

C. Approval of Agenda

MOTION
MM
SECOND
DH
VOTE:
☒ PASS
☐ FAIL

Resolution 22111701

Approval of the Agenda By: Mrs. Gretchen Alston

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the November 17, 2022, Meeting Agenda as presented.

D. Approval of Minutes

MOTION
DH
SECOND
TP
VOTE:
☒ PASS
☐ FAIL

Resolution 22111702

Approval of October 20, 2022, Minutes of Meeting By: Mrs. Gretchen Alston

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Minutes of the October 20, 2022 meeting of the Board of Trustees of Keystone Academy Charter School.

E. Reports

MOTION
DH
SECOND
MM
VOTE:
☒ PASS
☐ FAIL

Resolution 22111703













Acceptance of the CEO Report By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the reports of the CEO and hereby incorporates into these minutes by reference their written reports to the board; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO, or any officer of this Board is directed and authorized to execute any document necessary or delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles distributed and reviewed with the board Dr. Lyles's report of the CEO:

- 1) The hard-copy version of the 2022-27 Charter was delivered to the school on September 28th.
- 2) Back to School Night took place on September 20th. Hundreds of parents and students attended; classroom visits were followed with a Sweet 16 Celebration in the gym. Dinner and desert were provided; children received balloons and all who attended received a *capias*. Thanks to Dina Hernandez and Gretchen Alston for planning the menu and shopping for the food. They are also thanked for making eight hundred *capias* by hand.
- 3) Interviews are continuing for the second VP position. Several applications have been received. The process will conclude once a strong candidate is identified and hired.
- 4) One instructional vacancy remains in Special Education. The position is posted.
- 5) PCE held a meeting to discuss Charter School needs and the status of the charter sector with Senator Martin (Lancaster) at Tech Freire Charter School on October 4th. The Senator was responsive to charter concerns, especially as they related to the overreach of the Charter School Office. PCE plans to host these sessions on a regular basis. Those in attendance were:

-  Scott Peterman, PCE
-  Amy Hollister, PCE
-  Sen. Scott Martin (R), Senate Education Chairman
-  Terry Trego, Chief of Staff for Senator Martin
-  Cindy Urban, Executive Director of the Senate Education Committee
 - Negotiates the annual School Code bill that is part of the State Budget
-  Russ Miller, Budget Analyst for the Senate Appropriations Committee
 - Negotiates the annual School Code bill that is part of the State Budget
-  Vicki Wilken, Legal Counsel for the Senate Appropriations Committee
 - Negotiates the annual School Code bill that is part of the State Budget
-  Dana Carter, Policy Advisor to Senator Anthony Williams
-  Jennifer Faustman, CEO of Belmont Charter Network
-  Allie O'Brien, CEO of Community Academy of Philadelphia
-  Claudia Lyles, CEO of Keystone Academy Charter School
-  Dave Rossi, CEO of Esperanza Charter School

- ✚ Ceci Schickel, Senior Director of Organizing and Advocacy, Mastery Schools
- ✚ Kelly Davenport, CEO & Freire Schools Network Founder
- ✚ Melanie Reiser, Chief Advancement Officer for Freire Schools Network
- ✚ Nate Durant, Head of School at TECH Freire Charter High School

PCE has begun conversations with local and state candidates for office. Jeff Brown, candidate for Mayor, was the first to meet with the group last week.

6) Board Vacancy - The Board vacancy was posted on the web from October 3-14. Candidates were directed to send a letter of interest and a resume to Gretchen Alston.

7) KACS received a Medical Loss Rebate from plan year 2021, in the amount of \$33,243.93 from Blue Cross. The Affordable Care Act imposed new MLR standards for insurers, requiring that insurers spend a minimum percentage on the reimbursement of clinical services and the improvement of care. Those who spend less must issue rebates to the customer.

MOTION
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VOTE:
[X] PASS
[] FAIL

Resolution 22111704

Acceptance of the October 2022 Treasury Report: By Mr. Michael Danyo of Santilli and Thomson

RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the October 2022 Financial Report of Michael Danyo and hereby incorporates into these minutes by reference the financial statements and the documents presented by Michael Danyo to the board; and

FURTHER RESOLVED, that the Board of Trustees of Keystone Academy Charter School accepts the *October 2022 Treasury Report* in the amount of \$521,050.49 as presented by Michael Danyo of Santilli and Thomson; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO, or any officer of this Board is directed and authorized to execute any document necessary or delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

M. Danyo distributed and reviewed with the board the October 2022 Financial Report of Michael Danyo and the October 2022 Treasury Report in the amount of \$521,050.49 as presented by Michael Danyo.

F. Personnel

MOTION
TP
SECOND
DH
VOTE:

Resolution 22111705

Acceptance of Resignations By: Dr. Claudia Lyles, CEO

[X] PASS
[] FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the resignations of the following personnel, as of the date described below:

- 1) Rebecca Goldstein, effective October 31, 2022; and
- 2) Jennifer Evans, effective December 2, 2022; and
- 3) Angela Olson, effective November 8, 2022; and
- 4) Damelis Diaz, effective November 21, 2022; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO, or any officer of this Board is directed and authorized to delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the resignations of the following personnel, as of the date described below:

- 1) Rebecca Goldstein, effective October 31, 2022; and
- 2) Jennifer Evans, effective December 2, 2022; and
- 3) Angela Olson, effective November 8, 2022; and
- 4) Damelis Diaz, effective November 21, 2022.

MOTION
MM
SECOND
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VOTE:
[X] PASS
[] FAIL

Resolution 22111706

Approval of Appointments By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the appointments of the following personnel:

- 1) Angela Olson, to the position of Building Substitute, (formerly teacher) retroactive to November 14, 2022 at a prorated annual salary of \$40,000; and
- 2) Damelis Diaz to the position of Teacher (formerly Classroom Aide) effective November 21, 2022 at a prorated annual salary of \$46,305.00; and
- 3) Jessica Ortega to the position of Classroom Aide retroactively to November 1, 2022 at a prorated annual salary of \$35,000.00; and
- 4) Dr. Natasha Cox to the position of Vice Principal retroactively to October 31, 2022 at an annual prorated salary of \$85, 000.00; and
- 5) Leah Sylvester to the position of teacher, effective January 3, 2023, at a prorated annual salary of \$49,061.25; and
- 6) Rebecca Norcross to the position of School Counselor effective January 3, 2023 at a prorated annual salary of \$46,305.00; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO, or any officer of this Board is directed and authorized to delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the appointments of the following personnel:

- 1) Angela Olson, to the position of Building Substitute, (formerly teacher) retroactive to November 14, 2022 at a prorated annual salary of \$40,000; and
- 2) Damelis Diaz to the position of Teacher (formerly Classroom Aide) effective November 21, 2022 at a prorated annual salary of \$46,305.00; and
- 3) Jessica Ortega to the position of Classroom Aide retroactively to November 1, 2022 at a prorated annual salary of \$35,000.00; and
- 4) Dr. Natasha Cox to the position of Vice Principal retroactively to October 31, 2022 at an annual prorated salary of \$85, 000.00; and
- 5) Leah Sylvester to the position of teacher, effective January 3, 2023, at a prorated annual salary of \$49,061.25; and
- 6) Rebecca Norcross to the position of School Counselor effective January 3, 2023 at a prorated annual salary of \$46,305.00.

G . Conference Attendance

MOTION
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TP
VOTE:
[X] PASS
[] FAIL

Resolution 22111707

Approval of Conference Attendance By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves attendance, travel, lodging and meal fees for Jeanelle Moultrie to attend the 2023 PDE Data Summit in Hershey, PA on March 27-March 29, 2023 in a total amount of \$899.12; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO, or any officer of this Board is directed and authorized to delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the attendance, travel, lodging and meal fees for Jeanelle Moultrie to attend the 2023 PDE Data Summit in Hershey, PA on March 27-March 29, 2023 in a total amount of \$899.12.

H. Holiday Bonus

MOTION
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SECOND
MM
VOTE:
[X] PASS
[] FAIL

Resolution 22111708

Approval of Holiday Bonus By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves a bonus, excepting Dr. Claudia Lyles, CEO, in the net amount \$500.00 for faculty and staff in January 2023; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO or any officer of this Board is directed and authorized to delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the bonuses, excepting Dr. Claudia Lyles, CEO, in the net amount \$500.00 for faculty and staff in January 2023.

I. Acceptance of Agreement

MOTION
TP
SECOND
DH
VOTE:
[X] PASS
[] FAIL

Resolution 22111709

Acceptance of Agreement By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement with Intelligent Works for the provision of Technology Consultation and Support at the following rates for SY 2022-23:

\$100/hr. – Level 3 Support; and
\$80/hr. – Level 2 Support; and

FURTHER RESOLVED, that Dr. Claudia Lyles, CEO, or any officer of this Board is directed and authorized to delegate any task necessary to effect this resolution in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the agreement with Intelligent Works for the provision of Technology Consultation and Support at the following rates for SY 2022-23:

\$100/hr. – Level 3 Support; and
\$80/hr. – Level 2 Support.

Community Comment Colloquy (General Counsel)

Good evening, my name is Daniel H. Saidel, with Sand & Saidel, PC, and General Counsel to the Keystone Academy Charter School Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed.

This Board may choose not to comment, question, or respond in any way to your public comment. I will begin the time now.

<i>Who</i>	<i>What</i>
None	None

J.

DISCUSSION AND ANNOUNCEMENTS

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON DECEMBER 15, 2022.

ADJOURNMENT

MOTION
DH
SECOND

MM
VOTE:
☒ PASS
☐ FAIL
