

**KEYSTONE ACADEMY CHARTER SCHOOL**  
4521 Longshore Avenue  
Philadelphia, PA 19135  
**BOARD OF TRUSTEES MEETING**  
**APRIL 20, 2023**  
**7:00 PM**  
**By: ZOOM VIDEO CONFERENCE**  
**AGENDA**

**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 \_\_\_\_ 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 the 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”
Angela Epperson - Secretary	“AE”
Marie McCarthy - Member	“MM”
Tina Peterson - Member	“TP”

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
	Dr. Claudia Lyles, Chief Executive Officer Daniel H. Saidel, Esq. Michael Danyo, Finance - Santilli & Thomson Michael Thomson, Finance – Santilli & Thomson Dr. Kathryn Makar, Chief Academic Officer

**Board Members Absent:**

**B. Announcement of Executive Session – Mr. Daniel Saidel**

*1. I would like to state, for purposes of the Minutes of this meeting, that the Board of Trustees did not meet in Executive Session prior to this meeting.*

***OR***

*2. I would like to state, for purposes of the Minutes of this meeting that on March 16, 2023 the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:*

( ) 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).

( ) Labor Relations. To hold information, strategy and negotiation sessions related to labor relations and/or arbitration.

( ) Purchase or Lease of Real Property. To consider the purchase or lease of real property up to the time an option to purchase or lease the real property is obtained or up to the time an agreement to purchase or lease such property is obtained if the agreement is obtained directly without an option.

( ) Consultation with Professional Advisor or Attorney. To consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed.

( ) 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.

Additional Notes for Minutes of Meeting:

### C. Approval of Agenda

MOTION	<b>Resolution 23042001</b>
SECOND	<b>Approval of the Agenda By: Mrs. Gretchen Alston, Board President</b>
VOTE: <input type="checkbox"/> PASS <input type="checkbox"/> FAIL	RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the April 20, 2023 Meeting Agenda as presented.

### D. Approval of Minutes

MOTION	<b>Resolution 23042002</b>
SECOND	<b>Approval of March 16, 2023, Minutes of Meeting By: Mrs. Gretchen Alston, Board President</b>
VOTE: <input type="checkbox"/> PASS <input type="checkbox"/> FAIL	RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Minutes of the March 16, 2023 meeting of the Board of Trustees of Keystone Academy Charter School.

### E. Reports

MOTION	<b>Resolution 23042003</b>
SECOND	<b>Acceptance of the Chief Executive Officer Report By: Dr. Claudia Lyles CEO</b>
VOTE: <input type="checkbox"/> PASS <input type="checkbox"/> FAIL	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 the written report 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.

MOTION	<b>Resolution 23042004</b>
SECOND	<b>Acceptance of the March 2023 Treasury Report: By Mr. Michael Danyo of Santilli and Thomson</b>

VOTE: <input type="checkbox"/> PASS <input type="checkbox"/> FAIL	RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the March 2023 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 March 2023 *Treasury Report* in the amount of \$514,125.29 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.

## **F. Personnel**

MOTION

### **Resolution 23042005**

SECOND

#### **Approval of Appointment By: Dr. Claudia Lyles, CEO**

VOTE:  
☐ PASS  
☐ FAIL

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

- 1) Kelly Liston to the position of Special Education Teacher, retroactive to April 17, 2023 at a prorated annual salary of \$64,013.80; 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.

MOTION

### **Resolution 23042006**

SECOND

#### **Acceptance of Resignation By: Dr. Claudia Lyles, CEO**

VOTE:  
☐ PASS  
☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the resignation of:

- 1) Nina Green, Counselor, effective April 28, 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.

## **G. Student Affairs**

MOTION

### **Resolution 23042007**

SECOND

#### **Approval of Grade 8 Trip By: Dr. Claudia Lyles, CEO**

VOTE:  
☐ PASS  
☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves travel by chartered bus, admission and bus expenses for Grade 8 to visit Baltimore Aquarium and Museum on June 9, 2023 in a total amount of \$8,338.00 (ESSER funds); 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.

MOTION

**Resolution 23042008**

SECOND

**Approval of Purchase of Clear Backpacks By: Dr. Claudia Lyles, CEO**

VOTE:

☐ PASS

☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the purchase of eight hundred and fifty clear back backs with the school logo imprint, in the amount of \$38,113.05 (PCD funds) for distribution in SY 2023-24; 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.

**H. Policy**

MOTION

**Resolution 23042009**

SECOND

**Approval of Policy By: Dr. Claudia Lyles, CEO**

VOTE:

☐ PASS

☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves updates, as presented, to the Code of Conduct Section 3.10.05: “Students who carry out Level 3 behaviors may be referred to the Board Discipline Committee”; 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.

*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>

## **J. DISCUSSION AND ANNOUNCEMENTS**

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON MAY 18, 2023.

### **ADJOURNMENT**

MOTION

SECOND

VOTE:

[ ] PASS

[ ] FAIL

\_\_\_\_\_