

KEYSTONE ACADEMY CHARTER SCHOOL
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
FEBRUARY 15, 2024
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 7:06 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 David Annecharico, 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”

Board Members Present:	By Invitation: Non-Board Members Present:
Gretchen Alston	Dr. Claudia Lyles, Chief Executive Officer
Fred Phelps	David Annecharico, Esq.
Angela Epperson	Michael Danyo, Finance - Santilli & Thomson
Marie McCarthy	Dr. Kathryn Makar, Chief Academic Officer
Board Members Absent:	
Tina Peterson	
Alma Diggs	

B. Announcement of Executive Session – Mr. David Annecharico

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

C. Approval of Agenda

MOTION
MM
SECOND
FP
VOTE:
 PASS
 FAIL

Resolution 24021501
Approval of the Agenda By: Mrs. Gretchen Alston, Board President

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

D. Approval of Minutes

MOTION
FP
SECOND
AE
VOTE:
 PASS
 FAIL

Resolution 24021502
Approval of the January 18, 2024 Board Meeting Minutes By: Mrs. Gretchen Alston, Board President

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Minutes of the January 18, 2024 meeting of the Board of Trustees of Keystone Academy Charter School as presented.

E. Reports

MOTION
AE
SECOND
FP
VOTE:
 PASS
 FAIL

Resolution 24021503
Acceptance of the Chief Executive Officer Report By: Dr. Claudia Lyles CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the report 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.

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

1) Facility

- a. The construction project is nearing completion. The past three weeks have been spent identifying “punch list” items and completing/correcting them. Most items on the list were minor e.g., door stops, chipped countertop. The major remaining items are locker installation (the lockers were too

- large) and installation of two windows in the art room which will take place during the spring/summer.
- b. Six instructional spaces are in use daily; the open-air classroom is available for class visits and use.
- c. WIFI connection is slated to be completed this week; telephone installation will begin on the 16th.

2) Student Activities

- a. Additional laptops and classroom projectors will be purchased using ESSER funds.
- b. Nineteen (19) grade 8 students are enrolled in Algebra I; thirty (30) seventh grade students are enrolled in a bridge program which will prepare them to take Algebra I next year.
- c. KAPA hosted a *Father Daughter Dance* on Feb 2. which was well attended.
- d. Grade 1 visited the Franklin Institute.
- e. Grade 3 will curate a Black History Wax Museum this month.

3) Reporting

- a. The *2024-27 Induction and Professional Development Reports* have been completed. Dr. Makar and Mrs. Hess received training on these and other state mandated reports at a conference in Pittsburgh this month.
- b. All mandated uploads to epicenter have been made.
- c. *2023 Statements of Financial Interest* were mailed to Board members' homes for completion and signature.

MOTION
 FP
 SECOND
 MM
 VOTE:
 PASS
 FAIL

Resolution 24021504

Acceptance of the January 2024 Treasury Report and the January 2024 Financial Reports By: Mr. Michael Danyo of Santilli and Thomson

RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the January 2024 Financial Reports 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 reviews and accepts the January 2024 *Treasury Report* in the amount of \$288,035.84 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 January 2024 Financial Reports of Michael Danyo and the January 2024 Treasury Report in the amount of \$288,035.84 as presented by Michael Danyo.

F. Plan Approval

MOTION
MM
SECOND
AE
VOTE:
 PASS
 FAIL

Resolution 24021505

Approval of the 2024-2027 Induction Plan By: Dr. Kathryn Makar

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the 2024 Induction Plan as presented; 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. Makar distributed and reviewed with the board the 2024 Induction Plan.

MOTION
AE
SECOND
FP
VOTE:
 PASS
 FAIL

Resolution 24021506

Approval of the 2024-2027 Professional Development Plan By: Dr. Kathryn Makar

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the 2024 Professional Development Plan as presented; 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. Makar distributed and reviewed with the board the 2024 Professional Development Plan.

G. Calendar

MOTION
FP
SECOND
AE
VOTE:
 PASS
 FAIL

Resolution 24021507

Approval of the 2024-25 Academic Calendar By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the 2024-25 Academic Calendar as presented; 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 distributed and reviewed with the board the 2024-25 Academic Calendar.

H. Personnel

MOTION
MM
SECOND
AE
VOTE:
 PASS
 FAIL

**Resolution 24021508
Approval of Stipend By: Dr. Claudia Lyles, CEO**

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement for the provision of reading tutoring, retroactive to February 7, 2024, with Lauren Daiutolo as presented, for Lauren Daiutolo to receive a stipend in the amount of \$50/hr. for two hours weekly; 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 provision of reading tutoring, retroactive to February 7, 2024, with Lauren Daiutolo as presented, for Lauren Daiutolo to receive a stipend in the amount of \$50/hr. for two hours weekly.

**Resolution 24021509
Acceptance of Resignation By: Dr. Claudia Lyles, CEO**

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the resignation of Albert Anderson, Teacher, effective February 9, 2024; 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 David Annecharico, 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>
<i>None</i>	<i>N/A</i>

I. DISCUSSION AND ANNOUNCEMENTS

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON MARCH 21, 2024.

ADJOURNMENT

MOTION.
AE

SECOND
FP

VOTE:
 PASS
 FAIL
