KEYSTONE ACADEMY CHARTER SCHOOL
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
SEPTEMBER 17, 2026
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: Daniel Saidel, Esq.

Gretchen Alston - President	"GA"
Fred Phelps - Vice President	"FP"
Angela Epperson - Secretary	"AE"
Tina Peterson - Treasurer	"TP"
Paula Dorisme- Member	"PD"
Craig Butler – Member	"CB"

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

Board Members Absent:	

B. Announcement of Executive Session By: Daniel Saidel, Esq.

1. 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.

OR

2. I would like to state, for purposes of the Minutes of this meeting that on September 17, 2026, 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:

Special Announcement By: Mrs. Gretchen Alston, Board President

The Board of Trustees has two vacancies that must be filled. Any newly appointed Trustee will be a full member of the board with voting privileges. This is a volunteer position. Please contact the Board President for details- galston@keytoneacademycs.org. Information regarding the position is posted on the Keystone Academy Charter School's website.

C. Approval of Agenda

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26091701
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

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26091702
Approval of the August 20, 2026, 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 **August 20, 2026,** meeting of the Board of Trustees of Keystone Academy Charter School as presented.

E. Reports

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26091703
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 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

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26091704
Acceptance of the August 2026 Treasury and 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 August 2026 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 August 2026 Treasury Report in the amount of $934, 349.40 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. Academic Program

MOTION

SECOND

VOTE:
[ ] PASS
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Resolution 26091705
2026 Saturday School – Algebra I By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment to Ms. Rebecca Rodriguez at an hourly rate of $35 for eighty-four (84) hours for the provision of Algebra I Saturday School program instruction in a total amount of $2,940.00 beginning October 10, 2026, through April 17, 2027; 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.

G. Personnel

MOTION

SECOND

VOTE:
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Resolution 26091706
Approval of Appointments By: Dr. Claudia Lyles, CEO

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

1) Jacob Patalive to the position of Teacher at a prorated annual salary of $54,110.97 effective September 1, 2026;
2) Manana Lomidze to the position of Classroom Aide at an annual salary of $41,475.00 effective August 20, 2026;
3) Ashanti Holloway to the position of Classroom Aide at an annual salary of $41,475.00 effective August 20, 2026; 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

SECOND

VOTE:
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Resolution 26091707
Acceptance of Resignations By: Dr. Claudia Lyles, CEO

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

1) Dr. Dylan Odhner, Teacher effective August 28, 2026; 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

SECOND

VOTE:
[ ] PASS
[ ] FAIL MOTION

SECOND

Resolution 26091708
Approval of Attendance Bonus By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves a bonus in the amount of net $1000.00 to Keystone Academy Charter School staff whose attendance rate was 97% during the 2025-26 school year;

1) Shannon Ritzheimer; 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.

H. Approval of Agreements

MOTION

SECOND

VOTE:
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Resolution 26091709
Approval of Agreements By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby retroactively approves of and authorizes Dr. Claudia Lyles, CEO to enter into an agreement with Community Council Education Services (CCES) for the provision of a Special Education Teaching Assistant at an hourly rate of $39.50, not to exceed a total of $56,800. 00 during school year 2026-27; 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 in consultation with Daniel H. Saidel, School Solicitor.

I. Extracurricular Activities

MOTION

SECOND

VOTE:
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Resolution 26091710
Approval of 2026-27 School Year Clubs By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the following personnel, stipends, clubs and schedules for School Clubs in the 2026-27 school year:

1) Name- **Win Club Homework Support** Grades 3 and 4
Dates- October 6, 2026, through April 20, 2027
Total Hours – nineteen (19)
Staff – Amy Broadbelt and Catherine Miksis
Amount - $1,330.00
2) Name - **National Junior Honor Society** Grades 7 and 8
Dates – October 13, 2026, through May 20, 2027
Total Hours – nineteen (19)
Staff – Collen Myers and Christine Gehring
Amount - $1,330.00
3) Name- **Glee Club** Grades K-8
Dates- October 6, 2026, through December 16, 2026
Total Hours – eighteen (18)
Staff – Dennis Hancock
Amount - $630.00
4) Name- **Volleyball Club** Grades 7 and 8
Dates- October 7, 2026, through May 26, 2027
Total Hours – twenty-seven (27)
Staff – William Masgai. Charles Roberts (Classroom Aide), Marion Amaro
Amount - $2,565.00
5) Name**- Intramural Sports** – Grades 7 and 8
Dates- October 6, 2026, through May 25, 2027
Total Hours – Twenty-eight (28)
Staff – William Masgai. Charles Roberts (Classroom Aide), Marion Amaro
Amount - $2,660.00
6) Name- **The Rock Stars** Grades 5 through 8
Dates- October 7, 2026, through May 26, 2027

Total Hours – Twenty-eight (28)
Staff – Danielle Vokes and Rebecca Norcorss
Amount - $1,960.00; 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

SECOND

VOTE:
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Resolution 26091711
Approval of 2026-27 Saturday School By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the following Saturday School personnel, stipends, and schedule for the 2026-27 school year, including the addition of two hours/week planning time at $35/hr. for teachers, $45/hr. for program coordinator and $25/hr. for support personnel. The total program amount cost is $30,150.00. Participants are:

Desiree Amerman- Receptionist
Lisa Masgai- Coordinator
Kelly Koreck
Colleen Myers
Kristen Leonard
Aimee Broadbelt
Damelis Diaz
Allison Knorr
Brent Kreiser
Jacklyn VanSant
Substitute- Kerri Wiest; 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.

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.

Who	***What***

J. Discussion and Announcements

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON OCTOBER 15, 2026.

Adjournment

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL