

KEYSTONE ACADEMY CHARTER SCHOOL
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
APRIL 16, 2026
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 7:00 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 H. Saidel, Esq.

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

Board Members Present:	By Invitation: Non-Board Members Present:
Gretchen Alston Fred Phelps Angela Epperson Tina Peterson Paula Dorisme	Dr. Claudia Lyles, Chief Executive Officer Michael Danyo, Finance - Santilli & Thomson Daniel H. Saidel, Esq.
Board Members Absent:	

None	
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B. Announcement of Executive Session By: Daniel H. Saidel, Esq.

I would like to state, for purposes of the Minutes of this meeting that on April 16, 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.

(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.

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
AE
SECOND
TP
VOTE:
☒ PASS
☐ FAIL

Resolution 26041601

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 26041602

Approval of the March 19, 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 the **March 19, 2026** meeting of the Board of Trustees of Keystone Academy Charter School as presented.

E. Reports

MOTION
AE
SECOND
FP
VOTE:
☒ PASS
☐ FAIL

Resolution 26041603

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.

Dr. Lyles distributed and reviewed with the board the CEO Report of Dr. Lyles.

- 1) Quilt project – Dr. Cox coordinated a quilt exhibit which took place on March 25. Twenty-nine borrowed quilts were displayed under the headings of Utility, Learning and Afro Centric. One quilt, loaned by Lena Pettway, grandmother of a former student, was started in 1842 and completed in 1870, has been displayed each of the three years. All students visited the exhibition; two local channels filmed the event. A press release was sent to the local neighborhood paper.

- 2) Student Activities
 - a. Grade 1 took a trip to the zoo.
 - b. Grade 4 went to the Academy of Natural Sciences
 - c. Grade 8 hosted a fundraiser to offset the cost of the trip to NYC.
- 3) Professional Development- Teachers will attend a two-hour session of PD focused on PSSA implementation on Wednesday April 8. It will be conducted during the first two hours of school; students will have a late arrival that day. They will report at 10:00; breakfast at 9:30 AM.
- 4) School was closed for Spring Break from April 1 – April 7. Students returned on the 8th.
- 5) There are two Board vacancies. Your assistance with identifying and recruiting members is essential. The vacancy has been posted for several months, with no response.
- 6) The school received reimbursement from PGW in the amount of \$13,250.00 which was required at the time of construction. The check has been deposited .
- 7) Dr Lyles, Dr. Cox Mr. Browning and Ms. Stanton interviewed teachers/staff at a job fair hosted by Penn Charter School on Saturday April 11th. Follow up communication with several candidates is ongoing.
- 8) Dr. Makar will provide updates on the PSSA and the Safety Report at the May and June meetings , respectively.
- 9) AR Spruce will circulate a RFP to invite proposals for maintenance of the HVAC system in the main building. They have made recommendations regarding the steps that KACS should take to 1) Decrease HVAC repair/maintenance costs and 2) Insure the systems are services properly.

Resolution 26041604

Acceptance of the March 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 March 2026 Treasury and Financial Reports

MOTION

FP

SECOND

AE

VOTE:

[X] PASS

[] FAIL

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 March 2026 Treasury Report in the amount of \$262,254.39 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 March 2026 Treasury in the amount of \$262,254.39 and March 2026 Financial Reports of Michael Danyo.

F. Academic Program

MOTION
TP
SECOND
FP
VOTE:
☒ PASS
☐ FAIL

Resolution 26041605

Approval of Algebra I Program Expenditure: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby retroactively approves payment in the amount of \$5,214.27 to Algebra I 1099 personnel for services rendered at the 2025-26 Saturday School program, as listed;

- 1) Mahkai Little - \$3714.27
- 2) Cheryl Felter - \$1500.00; 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.

G. Personnel

Resolution 26041606

Approval of New Positions: Dr. Claudia Lyles, CEO

MOTION
AE
SECOND
FP
VOTE:
☒ PASS
☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the following new positions for the 2026-27 School Year:

- 1) Speech and Language Therapists (2);
- 2) Special Education Teacher;
- 3) Autistic Support Specialist; 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.

<i>Who</i>	<i>What</i>
<i>NONE</i>	<i>NONE</i>

H. DISCUSSION AND ANNOUNCEMENTS

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON MAY 21, 2026.

ADJOURNMENT

MOTION

FP

SECOND

TP

VOTE:

[X] PASS

[] FAIL