KEYSTONE ACADEMY CHARTER SCHOOL
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
AUGUST 20, 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: David Annecharico, 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:
	Dr. Claudia Lyles, Chief Executive Officer Michael Danyo, Finance - Santilli & Thomson Dr. Kathryn Makar, Chief Academic Officer David Annecharico, Esq. Craig Butler

Board Members Absent:	

B. Announcement of Executive Session By: David Annecharico, 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 August 20, 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 26082001
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 26082002
Approval of the June 18, 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 **June 18, 2026,** meeting of the Board of Trustees of Keystone Academy Charter School as presented.

E. Reports

MOTION
SECOND
VOTE:
[ ] PASS
[ ] FAIL

Resolution 26082003
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 26082004
Acceptance of the June and July 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 June and July 2026 Treasury and 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 June and July Treasury Report in the respective amounts of $839,200.96 and $1,061,352.96 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.

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26082005
Approval of 2026-27 School Title I Report By: Dr. Claudia Lyles CEO

RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the Keystone Academy Charter School 2026-27 School Title I Report as prepared by Mrs. Amy Hess; 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
[ ] FAIL

Resolution 26082006
2026 Summer Program By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby retroactively approves payment to Keystone Academy Charter School staff member Ms. Rebecca Rodriguez at an hourly rate of $35 for the provision of Algebra I Bridge program instruction for a total amount of $2,975.00; 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

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26082007
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 to be personnel at Keystone Academy Charter School, effective August 20, 2026:

1) Michelle Miller to the position of Teacher at an annual salary of $74,805.08;
2) Maysen Paul to the position of Teacher at an annual salary of $54,110.97; 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 26082008
Acceptance of Resignations By: Dr. Claudia Lyles, CEO

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

1) Alycia Maher, Speech and Language Therapist, effective July 24, 2026;
2) Amanda Roberts, effective June 18, 2026;
3) Michelle O'Connor, effective June 18, 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.

Resolution 26082009
Approval of Attendance Bonuses By: Dr. Claudia Lyles, CEO

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL MOTION

SECOND

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) Jacklyn VanSant

2) Christi O'Neill
3) Catherine Miksis
4) Kristen Leonard
5) Katelyn Kozich
6) Jennifer Herrick
7) Jessica Harris
8) Heather Geiger, 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 26082010
Approval of Mentor Stipend By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves stipends to the following Keystone Academy Charter School staff for serving as school year 2026-27 Mentors in a total amount of $4,700:

Katelyn Kozich -$500
Jaclyn Palma -$500
Aimee Broadbelt -$500
Katie Baldwin -$500
Melissa Ruppert -$500
Christi O'Neill-$500
Kelly Koreck -$500
Colleen Meyers-$500
Kerri Wiest –$700 (uncertified mentee); 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 26082011
Classroom Set-up Stiend By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves a stipend in the individual amount of $300 paid to new Keystone Academy Charter School teachers for classroom set-up purchases; 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 Contracts

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26082012
Approval of Agreements By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves of and authorizes Dr. Claudia Lyles, CEO to enter into the school year 2026-27 agreement with:

1) Enspire for the provision of evaluations, re-evaluations and ADOS Assessments in the amount of $14,000/month and;
2) Enspire for the provision of:
   - Special Education Compliance at $70/hr.;
   - Bilingual evaluation $2,000 each;
   - Special Education Teacher at a rate of $65/hr.; and

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement with A Step-Up Academy for tuition for student #10162561 in the amount of $124,550.00 for school year 2026-27; and

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement with Community Council Education Services for tuition at the following rates:

1) $24,500 per student; or
2) $23,500 per student if three or more are enrolled; and

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement with Community Council Education Services for the provision of Personal Care Assistant (PCA) at the following rates:

1) $34/hr. if assigned to one student;
2) $36/hr. if assigned to two students;
3) $32.50/hr. if the school contracts for five (5) or more PCAs;
4) $20/hr. for PD required by the school; and

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement with Maria Banks, Toolz4Teachers, for the provision of onsite professional development, mentoring and coaching for a total of thirty-six (36) hours in a yearly amount of $36,000; 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 26082012** in consultation with Daniel H. Saidel, School Solicitor.

I. Professional Membership Renewal

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26082013
Approval of Professional Organization Membership

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves of and authorizes Dr. Claudia Lyles, CEO to renew the school's membership with AACSC for school year 2026-27 in the amount of $6000.00; 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.

J. Installation of Mr. Craig Butler as Trustee

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL

Resolution 26082014
Approval of Mr. Craig Butler as Trustee

WHEREAS: ______________________, a board member of the Board of Trustees of Keystone Academy Charter School hereby nominates Craig Butler to be a Board Member of Keystone Academy Charter School effective immediately;

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby elects Craig Butler to be a Board Member of Keystone Academy Charter School effective immediately; 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.

By Roll Call Vote:

Gretchen Alston
Fred Phelps
Angela Epperson
Tina Peterson
Paula Dorisme

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***

K. Discussion and Announcements

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON SEPTEMBER 17, 2026.

Adjournment

MOTION

SECOND

VOTE:
[ ] PASS
[ ] FAIL