

KEYSTONE ACADEMY CHARTER SCHOOL
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
MAY 21, 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 7:04 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:
All Board Members were present.	Dr. Claudia Lyles, Chief Executive Officer Michael Danyo, Finance - Santilli & Thomson Dr. Kathryn Makar, Chief Academic Officer Daniel H. Saidel, Esq.
Board Members Absent:	
None	

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 May 21, 2026, the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:

(x) 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.

() 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.

Dr. Makar, Keystone Academy Charter School's Safety Office reviewed with the board the 2026 Keystone Academy Charter School Safety Report.

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
TP
SECOND
PD
VOTE:
[X] PASS
[] FAIL

Resolution 26052101

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:
[X] PASS
[] FAIL

Resolution 26052102

Approval of the April 16, 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 **April 16, 2026**, meeting of the Board of Trustees of Keystone Academy Charter School as presented.

E. Reports

MOTION
PD
SECOND
FP
VOTE:
☒ PASS
☐ FAIL

Resolution 26052103

Acceptance of the Finance Committee Report By: Mr. Fred Phelps III, Committee Chair

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the reports of the Finance Committee 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.

On May 11, 2026 the Finance Committee met and in attendance was G. Alston, A. Epperson, F. Phelps, Dr. Lyles and M. Danyo. They reviewed the Speech and Language Therapist position, a website company and the 2026 – 2027 Keystone Academy Charter School budget in the amount of \$18,007,266.00.

MOTION
AE
SECOND
FP
VOTE:
☒ PASS
☐ FAIL

Resolution 26052104

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) Personnel – Members of the administration attended a job fair at Penn Charter School on Saturday April 11. Four candidates were identified and were offered teaching positions for next year. These candidates are on the agenda for approval. In addition, there is a

request for a retroactive approval for the position of School Climate Manager to fill a vacancy that has existed since late fall.

- 2) KACS received a reimbursement in the amount of \$150,000 to offset the cost of special education services.
- 3) State Testing
 - a. The PSSA was administered to students in grades 3-8 starting April 20th. All PA students are required to take the test on line; KACS began the practice of online testing several years ago.
 - b. Grade 8 Algebra I students attended a Keystone Bootcamp at Boys Latin School on May 7th. This was in preparation to take the Algebra test. Those who pass will have met the state criteria for HS graduation, while in eighth grade.
- 4) Student Activities
 - a. Spring Break – Students returned on April 8; arrival was delayed for two hours to give teachers PD on PSSA testing.
 - b. Earth Day – April 24 – News coverage
 - c. PSSA Pep Rally – April 16
 - d. Progress reports – April 17
 - e. Grade 8 has raised funds to partially support the NYC trip. A small fee will be charged to parents; a discounted fee will be given to students who participated in the fundraising effort.-

MOTION
AE
SECOND
TP
VOTE:
[X] PASS
[] FAIL

Resolution 26052105

Acceptance of the April 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 April 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 April 2026 Treasury Report in the amount of \$617,212.10 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
FP
SECOND
PD
VOTE:
☒ PASS
☐ FAIL

M. Danyo distributed and reviewed with the board the April 2026 Treasury and Financial Reports of Michael Danyo and the April 2026 Treasury Report in the amount of \$617,212.10 as presented by Michael Danyo of Santilli and Thomson.

Resolution 26052106

Acceptance of 2025 PSSA and Keystone Algebra Test Results Report

By: Dr. Kathryn Makar, CAO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the 2025 PSSA Report and Keystone Algebra Test results as presented by Dr. Kathryn Makar, CAO; 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 26052107

Acceptance of 2026 Safety School Report By: Dr. Kathryn Makar, CAO

MOTION
AE
SECOND
FP
VOTE:
☒ PASS
☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the 2026 Keystone Academy Charter School Safety Report as presented during Executive Session by Dr. Kathryn Makar, CAO; 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.

During the May 21, 2026 executive session, Dr. Kathryn Makar, CAO and Safety Officer distributed and reviewed with the board the 2026 Keystone Academy Charter School Safety Report.

F. Academic Program

MOTION
TP
SECOND
AE
VOTE:
☒ PASS
☐ FAIL

Resolution 26052108

2026 Summer Programs By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the following 2026 Summer Programs from June 22nd -July 23rd.

- 1) Summer School/ESY
- 2) ESL

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the following personnel to implement Summer School, ESL and ESY programs for eighty-five (85) hours at the following rates and for a total amount of \$46,750.00:

Teachers \$35/Hour:

Kristen Leonard (ESL)
Kelly Koreck
Christina Carrasquillo
Kamisha Brown
Kelly Abriola
Katelyn Kozich
Jaclyn VanSant (ESY)
Aimee Broadbelt (ESY)
Lauren Daiutolo (ESY)
Carmina Caesar (ESY) agency contract

Classroom Aides \$25/Hour:

Virginia Poulterer (Aide)
Carolyn Roth (Aide)
Aferdita Muzhaqi (Aide)
Delilah Santiago (Aide)
Dilruba Jahan (Aide)
Rudina Bani (Aide)
Alba Shori (Aide)
Anastacia Bloshchynska (Aide);

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment to the following for the provision of professional services during the 2026 summer, as follows:

- 1) Kristin Leonard for ESL summer testing and records review for thirty (30) hours at \$35/hr. for total amount of \$1,050; and
- 2) Micelle DelBuono for the provision of inventory and ordering, forty (40) hours at \$35/hr. for a total amount of \$1,400; and;
- 3) Brent Kreiser for the provision of Special Education program and document review thirty (30) hours at \$35/hr. for total amount of \$1050; and;

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment to the guidance counselors for the development and facilitation of Grades 6-8 Summer Orientation; six (6) hours including planning at \$35/hr. in a total amount of \$630.00 for:

1. Rebecca Norcross;
2. Vincent Colavita;
3. Megan Kretzinger; 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
FP
SECOND
PD
VOTE:
☒ PASS
☐ FAIL

Resolution 26052109

Approval of Appointments By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the appointments to the position of Teacher, the following personnel for School Year 2026-27:

Rebecca Rodriguez, [Teacher] - \$74,805.08
Dr. Dylhan Odhner, [Teacher] - \$74,805.08;
Cameron Taylor, [Teacher] - \$57,406.33;
Erin Barresi (Joyce), [Teacher] – \$74,805.08; 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
TP
SECOND
AE
VOTE:
☒ PASS
☐ FAIL

Resolution 26052110

Approval of Appointment By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby retroactively approves the appointment of James Kaihorn to the position of Climate Manager, effective May 11, 2026, at an annual prorated salary of \$58,559.98; 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
AE
SECOND
FP
VOTE:
☒ PASS

Resolution 26052111

Acceptance of Resignations By: Dr. Claudia Lyles, CEO

[] FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the following resignations effective June 18, 2026;

- 1) Dania Dedicatoria
- 2) Rylee Shockley; 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 2026-27 Budget

MOTION

FP

SECOND

PD

VOTE:

[X] PASS

[] FAIL

Resolution 26052112

Approval of the School Year 2026-27 Budget By: Mr. Michael Danyo, Business Manager

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the School Year 2026-27 Budget in the amount of \$18,007,266.00 which includes a 5% increase in Keystone Academy Charter School employees' salaries; 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 School Year 2026-27 Budget in the amount of \$18,007,266.00 which includes a 5% increase in Keystone Academy Charter School employees' salaries.

By Roll Call Vote:

Gretchen Alston YES
Fred Phelps YES
Angela Epperson YES
Tina Peterson YES
Paula Dorisme YES

I. Approval of Contracts

MOTION

TP

SECOND

AE

VOTE:

[X] PASS

[] FAIL

Resolution 26052113

Approval of Contract By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the CEO to authorize the School Year 2026-27

contract with The Nutrition Group for the provision of the school meal program in the amount of \$316,897.09 with a projected profit of \$27,700.50; 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 26052114

Approval of Contract By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves a contract with *The Sauce* for the design, development and launching of an updated school website for School Year 2026-27 in the amount of \$19,300.00; 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
FP
SECOND
AE
VOTE:
[X] PASS
[] FAIL

J. Reimbursements

Resolution 26052115

Acceptance of State Reimbursements By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the 2025 SHARRS (School Health Annual Reimbursement Refund System) in the amount of \$10,781.60; and

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the 2025 Contingency Fund reimbursement (special education) in the amount of \$150,000.00 to offset special education costs; 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
PD
SECOND
FP
VOTE:
[X] PASS
[] FAIL

K. Lease Subsidy

Resolution 26052116

MOTION
FP
SECOND
AE

VOTE:
[X] PASS
[] FAIL

Approval of Lease Subsidy Agreement By: Mr. Michael Danyo, Santilli and Thomson

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby gives approval to Santilli and Thomson, Business Manager, to apply for the 2025-26 Lease Subsidy, 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.

L. Professional Development

MOTION
FP
SECOND
PD
VOTE:
[X] PASS
[] FAIL

Resolution 26052117

Approval of Conference Attendance Travel By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment for travel to Orlando Florida on July 4-8, 2026, in the amount of \$1292.70 as an addition to the partial resolution ratified on February 21, 2026 for the following personnel:

Resolution 26021909

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves attendance and registration (transportation and lodging have yet to be approved) for the following staff members to attend Get Your Teach On from July 5-July 8, 2026 in Orlando Florida, which is a program of professional development hosted by Hope King Teaching Resources, Inc. in the amount of \$3,685.00)

- 1) Kelly Koreck;*
- 2) Cheryl Berson;*
- 3) Kelly Abriola;*
- 4) Allison Knorr;*
- 5) Brent Kreiser; and*

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves registration fees for Colleen Myers, Teacher, to virtually attend Orton Gillingham Plus training on July 27-31, 2026, in a total amount of \$1,750.00; 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.

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>

M. DISCUSSION AND ANNOUNCEMENTS

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON JUNE 18, 2026.

ADJOURNMENT

MOTION

FP

SECOND

AE

VOTE:

[X] PASS

[] FAIL
