

**KEYSTONE ACADEMY CHARTER SCHOOL
 PHILADELPHIA, PA 19135
 BOARD OF TRUSTEES MEETING
 JANUARY 16, 2025
 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 by Daniel H. Saidel, 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” |
| Paulda Dorisme - Member | “PD” |

| Board Members Present: | By Invitation: Non-Board Members Present: |
|---|---|
| Gretchen Alston Alma Diggs Angela Epperson Tina Peterson Paulda Dorisme | Dr. Claudia Lyles, Chief Executive Officer Daniel H. Saidel, Esq. Michael Thomson, Finance – Santilli & Thomson Dr. Kathryn Makar, Chief Academic Officer Michael Browning, Principal |

| | |
|---|--|
| <p style="text-align: center;">Board Members Absent:</p> <p>Fred Phelps Marie McCarthy</p> | |
|---|--|

B. Announcement of Executive Session – Mr. Daniel Saidel

I would like to state, for purposes of the Minutes of this meeting that on January 16, 2025, the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:

(x) 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.

C. Approval of Agenda

MOTION
AE
SECOND
AD
VOTE:
 PASS
 FAIL

Resolution 25011601
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
TP
SECOND
AE
VOTE:
 PASS
 FAIL

Resolution 25011602
Approval of the December 19, 2024, Board Meeting Minutes By: Mrs. Gretchen Alston, Board President

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Revised Minutes of the **December 19, 2024**, meeting of the Board of Trustees of Keystone Academy Charter School as presented.

E. Reports

MOTION
AE
SECOND
TP
VOTE:
 PASS
 FAIL

Resolution 25011603
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 report of Dr. Lyles, CEO.

- 1) School reopened on January 7th. Opening was delayed by a snow day on the 6th when school was closed. Students were not taught on the 6th.
- 2) Winter concerts were held on December 20th. Each of the three concerts was well attended.
- 3) Each student received gift books that were purchased by ESSER funds.
- 4) The 2024 PSSA Report will be given tonight. Schools are required to make this yearly report in a public setting.

Resolution 25011604

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

MOTION
TP
SECOND
AE
VOTE:
 PASS
 FAIL

RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the December 2024 Financial Report 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 December 2024 Treasury Report in the amount of \$632,920.01 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. Saidel, School Solicitor.

M. Danyo distributed and reviewed the December 2024 Treasury Report prepared by M. Danyo and the December 2024 Treasury Report in the amount of \$632,920.01 as prepared by Michael Danyo

F. PSSA Report

MOTION
TP
SECOND
AE
VOTE:
 PASS
 FAIL

Resolution 25011605

Acceptance of 2024 PSSA Report: Dr. Kathryn Makar, CAO and Michael Browning, Principal

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the 2024 Keystone Academy Charter School PSSA Report, 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. Kathryn Makar, CAO and Michael Browning, Principal reviewed with the board the 2024 Keystone Academy Charter School PSSA Report.

G. Personnel

MOTION
AE
SECOND
AD
VOTE:
 PASS
 FAIL

Resolution 25011606

Approval of Appointment By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the appointment of Tessa Redding, Teacher, at a prorated annual salary of \$55,739.55, effective January 21, 2025, 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 appointment of Tessa Redding as a teacher.

H. Compensatory Education

MOTION
TP
SECOND
PD
VOTE:
 PASS
 FAIL

Resolution 25011607

Approval of Settlement By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment in the amount of \$25,950.00 for compensatory education for student #9664249; 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 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> |

I. DISCUSSION AND ANNOUNCEMENTS

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON FEBRUARY 20, 2025.

ADJOURNMENT

MOTION
TP
SECOND
AD
VOTE:
 PASS
 FAIL
