

**KEYSTONE ACADEMY CHARTER SCHOOL**  
**Philadelphia, PA 19135**  
**BOARD OF TRUSTEES MEETING**  
**MAY 15, 2025**  
**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 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”

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

<b>Board Members Absent:</b>	
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**B. Announcement of Executive Session – Mr. Daniel H. 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 May 15, 2025, 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:

### C. Approval of Agenda

MOTION	<b>Resolution 25051501</b>
SECOND	<b>Approval of the Agenda By: Mrs. Gretchen Alston, Board President</b>
VOTE: [ ] PASS [ ] FAIL	RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves this Board Meeting Agenda as presented.

### D. Correspondence

**Correspondence By: Mrs. Angela Epperson, Secretary**

### E. Approval of Minutes

MOTION	<b>Resolution 25051502</b>
SECOND	<b>Approval of the April 17, 2025, Board Meeting Minutes By: Mrs. Gretchen Alston, Board President</b>
VOTE: [ ] PASS [ ] FAIL	RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Minutes of the <b>April 17, 2025</b> , meeting of the Board of Trustees of Keystone Academy Charter School as presented.

### F. Reports

MOTION	<b>Resolution 25051503</b>
SECOND	<b>Education Committee - Science Program Update By: Dr. Andrea Adore</b>
VOTE: [ ] PASS [ ] FAIL	RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the report on the science program and hereby incorporates into these minutes by reference the written report to the board; and  FURTHER RESOLVED, 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	<b>Resolution 25051504</b>
SECOND	<b>Acceptance of the April 2025 Treasury Report and the April 2025 Financial Reports By: Mr. Michael Danyo of Santilli and Thomson</b>
VOTE: [ ] PASS [ ] FAIL	RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the April 2025 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

RESOLVED, that the Board of Trustees of Keystone Academy Charter School reviews and accepts the April 2025 Treasury Report in the amount of \$643, 838.72 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.

## G. Instructional Program and Student Travel

MOTION

### **Resolution 25051505**

SECOND

### **Approval of Expenditure for Algebra I Program By: Dr. Claudia Lyles CEO**

VOTE:

☐ PASS

☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment in the amount of \$50,000.00 for the 2025-26 Algebra I program; and

FURTHER RESOLVED, 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

### **Resolution 25051506**

SECOND

### **Approval of Grade 8 Trip By: Dr. Claudia Lyles CEO**

VOTE:

☐ PASS

☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the Grade 8 Class trip to Washington, DC by bus June 13, 2025, for an amount of \$3,896.00 (Student Activity Fund); and

FURTHER RESOLVED, 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. Personnel

MOTION

### **Resolution 25051507**

SECOND

### **Approval of Summer School and ESL Instructional and Meal Programs By: Dr. Claudia Lyles CEO**

VOTE:

☐ PASS

☐ FAIL

- 1) RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment in the amount of \$37,750.00

to fund the 2025-26 Summer School and ESY programs from June 23-July 24 (20 days); 8am-12pm Monday-Thursday (80 hours total- direct instruction- and five (5) teacher planning hours as follows:

Classroom aides - \$25/hr. for an individual amount of \$2,000.00; in a total amount of \$8000.00; and

Teachers - \$35/hr. for an individual amount of \$2,975.00, in a total amount of \$29,750.00;

Carlton Gorrell- Aide  
Irma Alicka- Aide  
Rudina Bani- Aide  
Aferdita Muzhaqi- Aide  
Aimee Broadbelt  
Kelly Abriola  
Katie Kozich  
Jaclyn VanSant  
Christina Carrasquillo  
Lauren Daiutolo  
Allison Knorr  
Kristen Leonard  
Kelly Koreck  
Nina Dressler; and

FURTHER RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves payment in an individual amount of \$2,000.00 at \$25/hr. for the facilitation of the summer meal program, for a total of twenty (20) hours per week for a total of eighty (80) program hours, in a total program amount of \$4,000.00;

Shannon Kelly  
Jennifer Herrick; and

FURTHER RESOLVED, 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.

## I. Budget Approval

MOTION

**Resolution 25051508**

SECOND

**Approval of 2025-26 Annual Budget By: Dr. Claudia Lyles CEO**

VOTE:

☐ PASS

☐ FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the 2025-26 Annual Budget in the amount of \$16,189, 980.00 ; and

FURTHER RESOLVED, 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  
 Alma Diggs  
 Angela Epperson  
 Marie McCarthy  
 Tina Peterson  
 Paulda Dorisme

## J. Chief Executive Officer

MOTION

SECOND

VOTE:

[ ] PASS

[ ] FAIL

### **Resolution 25051509**

#### **Approval of Addendum to Dr. Claudia Lyles' Employment Agreement By: Mrs. Gretchen Alston, Board President**

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves of the Addendum to the Employment Agreement by and between Dr. Claudia Lyles, CEO and the Keystone Academy Board of Directors as presented ("Addendum") and hereby authorizes Gretchen Alston, Board President to execute the Addendum; and

FURTHER RESOLVED, 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  
 Alma Diggs  
 Angela Epperson  
 Marie McCarthy  
 Tina Peterson  
 Paulda 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.

<i>Who</i>	<i>What</i>

## **K. DISCUSSION AND ANNOUNCEMENTS**

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON JUNE 19, 2025.

### **ADJOURNMENT**

MOTION

SECOND

VOTE:

[ ] PASS

[ ] FAIL

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