

**KEYSTONE ACADEMY CHARTER SCHOOL
Philadelphia, PA 19135
BOARD OF TRUSTEES MEETING
MAY 16, 2024
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”

Board Members Present:	By Invitation: Non-Board Members:
	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

Board Members Absent:	

B. Announcement of Executive Session – Mr. Daniel Saidel

I would like to state, for purposes of the Minutes of this meeting that on May 13, 2024, 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.

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 16, 2024, 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

Resolution 24051601

SECOND

Approval of the Agenda By: Mrs. Gretchen Alston, Board President

VOTE:

PASS

FAIL

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves this Board Meeting Agenda as presented.

D. Approval of Minutes

MOTION

Resolution 24051602

SECOND

Approval of the April 18, 2024, Board Meeting Minutes By: Mrs. Gretchen Alston, Board President

VOTE:

PASS

FAIL

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Minutes of the **April 18, 2024**, meeting of the Board of Trustees of Keystone Academy Charter School as presented.

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>

E. Reports

MOTION

Resolution 24051603

SECOND

Acceptance of the Chief Executive Officer Report By: Dr. Claudia Lyles CEO

VOTE:
 PASS
 FAIL

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

Resolution 24051604

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

SECOND

VOTE:
 PASS
 FAIL

RESOLVED that the Board of Trustees Keystone Academy Charter School hereby reviews and accepts the April 2024 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 2024 *Treasury Report* in the amount of \$1003,577.754 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

Resolution 24051605

SECOND

Approval of the Keystone Academy Charter School 2024-25 Budget By:

Mr. Michael Danyo of Santilli and Thomson

VOTE:

PASS

FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the 2024-25 Keystone Academy Charter School Budget 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.

By Roll Call Vote:

- Gretchen Alston
- Fred Phelps
- Alma Diggs
- Angela Epperson
- Marie McCarthy
- Tina Peterson

F. Agreements

MOTION

Resolution 24051606

SECOND

Approval of Agreement By: Dr. Claudia Lyles, CEO

VOTE:

PASS

FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an agreement with Capital Area Intermediate Unit (CAIU) and Capital Area Pathways to Teaching (CAPT) and the Bloomboard Inc. program for tuition at Point Park University, for the completion of coursework for a BA degree for Aimee Broadbelt in the amount of \$17,000.00 (ESSER funds); 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.

G. Personnel

MOTION

Resolution 24051607

SECOND

Approval of Longevity Bonus By: Dr. Claudia Lyles, CEO

VOTE:

PASS

[] FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves a one-time longevity bonus for staff who have completed ten (10) years of continuous employment with KACS, as of June 18, 2024, in the net amount of \$1,500.00 each, for a total net amount of \$22,500.00 (ESSER funds) to be paid after June 18, 2024, as follows:

- a. Lisa Alullo
- b. Michael Browning
- c. Michelle Del Buono
- d. Kerri Wiest
- e. Dennis Hancock
- f. Melissa Ruppert
- g. Amy Hess
- h. Kelly Koreck
- i. Brent Kreiser
- j. Kristen Leonard
- k. Kathryn Makar
- l. Elizabeth Browning
- m. Christi O’Neill
- n. Sheila Grady
- o. Charles Holmes

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.

MOTION

SECOND

VOTE:

[] PASS

[] FAIL

Resolution 24051608

Approval of Summer Programs By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves 2024 summer programs, hours and salaries for:

- 1) Summer School – June 24-July 25, 2024 for a total of nineteen (19) days, four (4) hours per day in an amount of \$35/hr. teachers and \$25/hr. aides in a total amount of \$44,460.00 (ESSER funds) for:

Teachers

- a. Christina Carrasquillo
- b. Jennifer Engle
- c. Kelly Koreck
- d. Danna Dedicataria
- e. William Masgai
- f. Katelyn Kozich
- g. Kelly Abriola
- h. Christine Gehring
- i. Aimee Broadbelt
- j. Kristen Leonard

- k. Lisa Alullo

Aides

- a. Fallon Pessa
- b. Aferdita Muzhaqi
- c. Carlton Gorrell
- d. Jessica Ortega
- e. Carolyn Roth
- f. Irma Alicka
- g. Rudina Bani
- h. Damelis Diaz

- 2) ESY – June 24-July 25, 2024 for a total of nineteen (19) days, four (4) hours per day in an amount of \$35/hr. teachers and \$25/hr. aides in a total amount of \$14,440.00. (ESSER funds) for:

Teachers

- a. LaTasha Hall
- b. Stevie Towne
- c. Lauren Daiutolo
- d. Samantha Snyder

Aides

- a. Kathryn Moriarty
- b. Virginia Poulterer

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.

Resolution 24051609

Acceptance of Resignation By: Dr. Claudia Lyles, CEO

MOTION

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the resignation of Kathryn Moriarty effective June 18, 2024; and

SECOND

VOTE:

[] PASS

[] FAIL

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.

Resolution 24051610

Approval of Termination By: Dr. Claudia Lyles, CEO

MOTION

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves the termination of employee #1834051 effective May 16, 2024; and

SECOND

VOTE:
 PASS
 FAIL

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.

H. Student Activities

MOTION

Resolution 24051611

SECOND

Approval of Student Travel By: Dr. Claudia Lyles, CEO

VOTE:
 PASS
 FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby retroactively approves all field trips and related travel plans, transportation, and fees for the 2023-24 school year 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.

MOTION

Resolution 24051612

SECOND

Approval of Student Attendance Incentive By: Dr. Claudia Lyles, CEO

VOTE:
 PASS
 FAIL

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves an attendance incentive, in the total amount of \$1,370.00 (ESSER funds) as follows:

- a. Eighteen (18) students with perfect attendance and no lateness from September 2023 through April 30, 2024, by a \$25.00 Wawa gift card each.
- b. Ten (10) students with perfect attendance and three (3) or less lateness from September 2023 through April 30, 2024, by a \$20.00 Wawa gift card each; and
- c. Seventy-two (72) students with less than three (3) absences and less than three (3) lateness's from September 2023 to April 2024, by a \$10.00 Wawa gift card each; 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

I. Professional Development

MOTION

SECOND

VOTE:

PASS

FAIL

Resolution 24051613

Approval of Professional Development By: Dr. Claudia Lyles, CEO

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby approves attendance at Structured Literacy Workshop, July 30, 31 and August 1 at KACS at a rate of \$55/hr. for nine (9) hours in a total amount of \$9,405.00 for:

- a. Lisa Alullo
- b. Marian Amaro
- c. Damelis Diaz
- d. Kristen Leonard
- e. Christina Carrasquillo
- f. Aimee Broadbelt
- g. Kelly Koreck
- h. Catherine Grey
- i. Fallon Pessa
- j. Jamie Hughes
- k. Kelli Pascoe
- l. Kelly Abriola
- m. Aferdita Muzhaqi
- n. Katherine Tucker
- o. Allison Waldron
- p. Wendy Weaver
- q. Colleen Myers
- r. William Masgai
- s. Christi O'Neill

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.

J. DISCUSSION AND ANNOUNCEMENTS

THE NEXT REGULARLY SCHEDULED KEYSTONE ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES MEETING IS TO BE HELD BY ZOOM ON JUNE 20, 2024.

ADJOURNMENT

MOTION

SECOND

VOTE:

PASS

FAIL

