

**KEYSTONE ACADEMY CHARTER SCHOOL**  
**4521 Longshore Ave.**  
**Philadelphia, PA 19135**  
**BOARD OF TRUSTEES MEETING**  
**MARCH 19, 2020**  
**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 7:01 pm. My name is Daniel H. Saidel, Esq. I am the General Counsel to 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 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/Secretary	“FP”
Alma Diggs - Treasurer	“AD”
Marie McCarthy- Member	“MM”
Tina Peterson – Member	“TP”
Anthony Stevenson – Member	“AS”
Howard Randolph – Member	“HR”

<b>Board Members Present:</b> Gretchen Alston Fred Phelps Alma Diggs Marie McCarthy Tina Peterson Anthony Stevenson	<b>By Invitation: Non-Board Members Present</b> Dr. Claudia Lyles, CEO Daniel H. Saidel, Esq. Michael Danyo, Finance – Santilli & Thomson
<b>Board Members Absent:</b> Howard Randolph	

### B. Announcement of Executive Session – Mr. Daniel Saidel, Esq.

*I'd like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this March 19, 2020 Board meeting.*

### C. Approval of Agenda

MOTION  
GA  
SECOND  
FP  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192001** **Approval of the Agenda**

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the **March 19, 2020** Agenda as presented.

### D. Approval of Minutes

MOTION  
AD  
SECOND  
MM  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192002** **Approval of February 20, 2020 Minutes of Meeting**

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the Minutes of the **February 20, 2020** meeting of the Board of Trustees of Keystone Academy Charter School.

### E. Reports

MOTION  
AD  
SECOND  
GA  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192003** **Acceptance of CEO Report of Dr. Claudia Lyles, CEO**

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby accepts the report of Dr. Claudia Lyles, CEO and hereby incorporates into these minutes by reference the written report and the documents presented by Dr. Claudia Lyles, CEO 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  
FP  
SECOND  
MM  
VOTE:  
☒ PASS  
☐ FAIL

Dr. Lyles distributed and reviewed with the board the written report of Dr. Claudia Lyles, CEO.

**Resolution 03192004**

**Acceptance of the February 2020 Treasury Report: By Michael Danyo of Santilli and Thomson**

RESOLVED that the Board of Trustees of Keystone Academy Charter School hereby reviews and accepts the February 2020 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, the Board of Trustees of Keystone Academy Charter School accepts the February 2020 Treasury Report in the amount of \$337,780.12 presented by Michael Danyo.

M. Danyo distributed and reviewed with the board the February 2020 Financial Report, financial statements, other documents and the February 2020 Treasury Report in the amount of \$337,780.12.

**F. Agreements- Student Services**

MOTION  
GA  
SECOND  
TP  
VOTE:  
☒ PASS  
☐ FAIL

**Resolution 03192005**

**Approval of an Agreement for Orton Gillingham Instruction: By Dr. Claudia Lyles, CEO**

RESOLVED that the Board of Trustees of Keystone Academy Charter School approves an agreement with *Language To Literacy* for the provision of Orton Gillingham instruction at an hourly rate of \$90.00, retroactive to February 29, 2020; 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 reviewed with the board the agreement with *Language To Literacy* for the provision of Orton Gillingham instruction at an hourly rate of \$90.00, retroactive to February 29, 2020.

**Resolution 03192006**

**Approval of 4010 Placement: By Dr. Claudia Lyles, CEO**

RESOLVED that the Board of Trustees of Keystone Academy Charter School approves payment of fees to Devereaux School for student #9309114 including \$12,915.00 for the first forty five days of tuition with the remainder

MOTION  
AD  
SECOND  
GA  
VOTE:  
☒ PASS  
☐ FAIL

MOTION  
GA  
SECOND  
TP  
VOTE:  
☒ PASS  
☐ FAIL

of the tuition from PDE 4010 funding, and approval for the costs of transportation and related services, retroactive to March 10, 2020; 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 reviewed with the board the payment of \$12,915.00 for the first forty five days of tuition with the remainder of the tuition from PDE 4010 funding, and approval for the payment of costs of transportation and related services, retroactive to March 10, 2020.

#### **Resolution 03192007**

##### **Approval of Student Placement: By Dr. Claudia Lyles, CEO**

RESOLVED that the Board of Trustees of Keystone Academy Charter School approves payment of prorated tuition, in the amount of \$42,000.00 and fees, to Fairwold Academy for student # 9466556 effective March 30, 2020; 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 reviewed with the board the payment of prorated tuition, in the amount of \$42,000.00 and fees, to Fairwold Academy for student # 9466556 effective March 30, 2020.

### **G. Personnel Appointment and Conference Attendance**

MOTION  
FP  
SECOND  
GA  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192008**

##### **Approval of Appointment: By Dr. Claudia Lyles, CEO**

RESOLVED, that the Board of Trustees of Keystone Academy Charter School approves the retroactive appointment of Liz Schaeffer, at a prorated salary of \$46,725.00 effective February 4, 2020 to the position of Teacher; 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 reviewed with the board the retroactive appointment of Liz Schaeffer, at a prorated salary of \$46,725.00 effective February 4, 2020 to the position of Teacher.

MOTION  
TP  
SECOND  
GA  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192009**

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

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves the registration fees and staff participation in webinars, *Take the Enemy Out of Frenemy*, March 20, 2020 in the amount of \$149.00 for Erin Fritz and *Social Emotional Learning*, April 21, 2020 for Latasha Hall in the amount of \$219.99; 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 in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the reasons for the payment of registration fees and staff participation in webinars, *Take the Enemy Out of Frenemy*, March 20, 2020 in the amount of \$149.00 for Erin Fritz and *Social Emotional Learning*, April 21, 2020 for Latasha Hall in the amount of \$219.99.

### **H. 2020-21 Academic Calendar**

MOTION  
AD  
SECOND  
FP  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192010**

##### **Acceptance of the 2020-21 Academic Calendar By: Dr. Claudia Lyles, CEO**

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby accepts the 2020-21 Academic Calendar, as presented; 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 in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the 2020-21 Academic Calendar.

### **I. Approval of Changes to the 2019-20 Academic Calendar**

MOTION  
GA  
SECOND  
FP  
VOTE:  
☒ PASS  
☐ FAIL

#### **Resolution 03192011**

##### **Approval of Changes to the 2019-20 Academic Calendar By: Dr. Claudia Lyles**

RESOLVED, that the Board of Trustees of Keystone Academy Charter School hereby approves changes to the 2019-20 Academic Calendar revising spring break to April 10 and April 13, 2020; 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 in consultation with Daniel H. Saidel, School Solicitor.

Dr. Lyles reviewed with the board the changes to the 2019-20 Academic Calendar revising spring break to April 10 and April 13, 2020.

### Community Comment

#### *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 of Keystone Academy Charter School. 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 ON APRIL 16, 2020.

## ADJOURNMENT

MOTION  
MM  
SECOND  
GA

VOTE:

[ X ] PASS

[ ] FAIL

\_\_\_\_\_