

**CHARLESTON BOARD OF EDUCATION
REGULAR MEETING
December 20, 2016**

The Charleston Board of Education met in regular session on Tuesday, December 20, 2016 at 6:00 p.m. in the Fine Arts Building. Members present were: Mr. Trey Gage, Mr. Jeff Hayes, Mr. Brian Verkamp, and Mrs. Michele Schmitz. Mr. Joel McDonald was not present. Also present were Mr. Jeff Stubblefield, Superintendent; Mr. Shane Storey, High School Principal; Mrs. Melissa Moore, Middle School Principal; Mr. Bruce Womack, Elementary School Principal; Mrs. Susan Brown, Federal Coordinator and Curriculum Specialist, and Mrs. Rita Gramlich, District Treasurer.

Mr. Trey Gage established a quorum and called the meeting to order at 6:03 p.m..

A motion was made by Mr. Brian Verkamp and seconded by Mrs. Michele Schmitz to appoint Mr. Jeff Hayes to serve as secretary of this board meeting. Motion carried 4-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Brian Verkamp to approve the consent agenda as listed. Motion carried 4-0.

Consent Agenda

- A. Approval of the November 28, 2016 minutes
- B. Approval of the Period 5 2017 Financial Statements
- C. Approval to transfer Stevie D'Andra Smith from Lavaca to Charleston

Mr. Stubblefield reported information regarding the elementary remodel project.

A motion was made by Mr. Brian Verkamp and seconded by Mr. Jeff Hayes to approve change orders as listed. Motion carried 4-0. Copies of detailed change orders are attached to the original minutes.

- A. Change Order #3—deduct \$4,818.50 as listed
- B. Change Order #4— plus \$1,780.75 as listed
- C. Change Order #5—plus \$261.88 as listed
- D. Change Order #6—plus \$644.21 as listed
- E. Change Order #7—plus \$1,304.14 as listed
- F. Change Order #8—plus \$3,686.26 as listed

Board members were reminded to file a Statement of Financial Interest in the Franklin County Clerk's Office no later than January 31st.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Jeff Hayes to approve the Renaissance quote for the sum of \$11,087. Motion carried 4-0. Copies of the quote and sole source document are attached to the original board minutes.

Mr. Stubblefield reported that many districts, including Charleston, switched from DataPath to WageWorks this past January. The Employee Benefits Division recently informed districts of its contract termination with WageWorks, which is the current HSA Custodian for Charleston employees. A motion was made by Mr. Brian Verkamp and seconded by Mrs. Michele Schmitz to reimburse current WageWorks account holders the sum of \$16 to transfer funds to American Fidelity. Motion carried 4-0. A list of employees to be reimbursed is attached to the original board minutes; forms documenting transfers are on file in the district administrative office.

Mrs. Susan Brown reported information regarding the First Grade Competency Based Report Card.

Mr. Stubblefield provided board members with superintendent evaluation forms to be completed in January. He also reported information regarding the results of the 2016 preliminary legislative audit, administrators' visit to Springdale, holiday basketball tournament, and the upcoming Arkansas Legislative Session.

The next board meeting will begin at 5:30 p.m. on January 23, 2017.

A motion was made by Mr. Jeff Hayes and seconded by Mr. Brian Verkamp to adjourn at 7:13 p.m.. Motion carried 4-0.

President

Secretary