

**CHARLESTON BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 15, 2025**

The Charleston Board of Education met in regular session on Monday, December 15, 2025 at 5:30 p.m. Members present were: Mr. Jeff Hayes, Mr. Chad Keener, Mrs. Michele Schmitz, and Mr. Brian Verkamp. Mrs. Lauren Robinson attended the board meeting via telephone conference. Also present were Mrs. Melissa Moore, Superintendent; Mr. Josh Underwood, Middle School Principal; Mrs. Kelsey Noble, Elementary School Principal; Mrs. Angie Haney, Federal Coordinator, and Mrs. Pam Rankin, District Treasurer.

Mr. Brian Verkamp established a quorum and called the meeting to order at 5:30 p.m.

During the Principal's Spotlight, three 4th grade students played Christmas music on their recorders, and Mrs. Jessica White spoke about other activities that students have completed and currently working on.

There were no public comments.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to approve the consent agenda as listed. Motion carried 5-0.

Consent Agenda

- A. Approval of the November 20, 2025
- B. Approval of the Period 5 2026 Financial Statements

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve the School Choice Resolution for 2026-27. Motion carried 5-0. A copy of the resolution is attached to the original board minutes.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to approve the Resolution for Local Support of the 2026 6-Year Master Plan & 2027/ 2029 Funding Cycle Partnership Program Application as presented. Motion carried 5-0. A copy of the resolution is attached to the original board minutes.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to approve the resolution related to the board positions that are on file with the Franklin County Clerk. Motion carried 5-0. A copy of the resolution is attached to the original board minutes.

The data report was presented regarding rootED in Charleston.

Mrs. Melissa Moore presented the following information:

Superintendent's Report

- A. Christmas Break, December 22—January 2, 2026
- B. January 19, 2026, MLK, No School
- C. Superintendent's Evaluation forms will be provided at this meeting, with the evaluation to be completed next month.
- D. January Board Meeting: Dinner will be provided.
- E. Statement of Financial Interest: Board members are reminded to file a Statement of Financial Interest in the Franklin County Clerk's office by January 30, 2026. Forms will be provided.

Mrs. Lauren Robinson disconnected from the conference call and exited the meeting at 6:12 p.m..

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to approve the resignation of Michele Martin, effective January 30, 2026. Motion carried 4-0.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve the resignation of Samantha Pettit, effective December 19, 2025. Motion carried 4-0.

A motion was made by Mr. Chad Keener and seconded by Mr. Jeff Hayes to approve compensating Kristy Vaughan, Long-term Substitute, at the beginning certified teacher rate of pay for the remainder of the 2025-26 school year (for Pettit's position). Motion carried 4-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to adjourn at 6:17 p.m.. Motion carried 4-0.

Brain Verkamp, President

Michele, Schmitz, Secretary

*Original signatures on file

