

**CHARLESTON BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 23, 2026**

The Charleston Board of Education met in regular session on Monday, February 23, 2026 at 5:30 p.m. Members present were: Mr. Jeff Hayes, Mr. Chad Keener, Mrs. Lauren Robinson, Mrs. Michele Schmitz, and Mr. Brian Verkamp. Also present were Mrs. Melissa Moore, Superintendent; Mrs. Rachel Fisher, High School Principal, 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 PM.

Information was presented by Josh Underwood about our ATLAS incentive program.

Mrs. Melissa Moore presented a plaque to Mrs. Michele Schmitz and Mr. Brian Verkamp recognizing their retirement and leadership as members of the board.

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 January 28, 2026 Minutes
- B. Approval of the Period Seven 2026 Financial Statements

There were no public comments.

At this time, Mr. Chad Keener left the meeting area:

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve the disclosure and resolution to renew the Certified Teacher Contract and Bus Driver Contract of Logan Keener. Motion carried 4-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mrs. Michele Schmitz to approve the disclosure and resolution to renew the Certified Teacher Contract of Lacey Keener. Motion carried 4-0.

Mr. Chad Keener returned to the meeting area.

Mrs. Melissa Moore reported the district's recent fiscal audit was discussed during the previous board meeting. A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to accept the Legislative Audit 2025 Report of Charleston School District. Motion carried 5-0.

Mrs. Melissa Moore reported that a big truck took down our awning at the elementary, and the truck company's insurance paid approximately \$31,500 for the damage. A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to approve the quote from Jared Yarbber for \$35,393.83 plus applicable tax. Motion carried 5-0. Copies of the quotes are attached to the original board minutes.

A motion was made by Mr. Chad Keener and seconded by Mr. Jeff Hayes to approve policy revisions as presented. Motion carried 5-0. An outline is attached to the original board minutes.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to approve the 2026-27 school calendar as presented. Motion carried 5-0. A copy of the calendar is attached to the original board minutes.

Mrs. Melissa Moore reported that due to the upcoming retirement of Michele Schmitz, the board will need to approve a resolution appointing a Primary Disbursing Officer. A motion was made by Mrs. Lauren Robinson and seconded by Mrs. Michele Schmitz to approve the resolution appointing Mr. Chad Keener as Primary Disbursing Officer. Motion carried 5-0. A copy of the resolution is attached to the original board minutes.

Due to retirement from the Board, a motion was made by Mrs. Lauren Robinson and seconded by Mrs. Michele Schmitz to remove Michele Schmitz from all District bank accounts, including those held at First National Bank and Simmons Bank, and to add Mr. Chad Keener, Primary Disbursing Officer, to all District bank accounts, including accounts at First National Bank and Simmons Bank. Motion carried 5-0.

Mrs. Angie Haney presented the data report related to 3rd Grade Promotion.

Mrs. Melissa Moore reported the following information:

Superintendent's Report

- A. School Board Election Information
- B. Spring Break, March 23—27th
- C. State Basketball Tournament, March 3—7th
- D. March Regular Board Meeting, March 30th, 5:30 PM
- E. State FFA State CEDs, April 2—3rd
- F. Re-employment of Staff

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to accept the resignation of Tasha Thompson, Paraprofessional, effective January 30, 2026 [last day worked]. Motion carried 5-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to accept the resignation of Danielle Stark, Certified Teacher, effective at the end of the 2025-26 school year. Motion carried 5-0.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to accept the resignation of Stacy Mitchum, Certified Teacher / Archery Coach, effective at the end of the 2025-26 school year. Motion carried 5-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Chad Keener to accept the resignation of Joshua Stark, Paraprofessional, as presented [March 13, 2026 last day worked]. Motion carried 5-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to employ Christy Shaver, High School Custodian Long-Term Substitute, \$16.21 per hour, retroactive to February 19, 2026. Motion carried 5-0.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to employ Trisha Hassel, Certified Teacher Long-Term Substitute, based on the beginning certified salary schedule. Motion carried 5-0.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to employ Debbie Lovelace, Custodian, retroactive to February 2, 2026, for the remainder of the 2025-26 school year. Motion carried 5-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to approve the 2027–28 school year to the 240-day contract of Rachel Fisher, High School Principal. Motion carried 5-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to add the 2027–28 school year to the 240-day contract of Josh Underwood, Middle School Principal. Motion carried 5-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to add the 2026–27 and 2027–28 school years to the 220-day contract of Kelsey Noble, Elementary School Principal. Motion carried 5-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to add the 2027–28 school year to the 220-day contract of Angie Haney, Curriculum and Federal Programs Coordinator. Motion carried 5-0.

Mr. Brian Verkamp announced verbally that he was resigning his position on the board effective immediately.

Mr. Chad Keener served in the role of board president for the remainder of this meeting.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to accept the resignation of Brian Verkamp, Board President. Motion carried 4-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to approve the Resolution declaring the vacancy of Charleston School District Position 2. Motion carried 4-0.

Board members agreed to hold a special board meeting on April 6, 2026, to fill Position 2 vacancy.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Jeff Hayes to adjourn at 7:02 PM. Motion carried 4-0.

Lauren Robinson, President

Chad Keener, Secretary

*Original signatures on file

