

**CHARLESTON BOARD OF EDUCATION
REGULAR MEETING
JANUARY 28, 2026**

The Charleston Board of Education met in regular session on Wednesday, January 28, 2026 at 5:00 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 5:05 p.m.. He also announced the board would go into executive session. After returning to regular session at 7:05 p.m., the following action was taken:

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to approve the superintendent's contract addendum and adding the 2028-29 year to the contract of Melissa Moore. Motion carried 5-0.

There were no public comments.

Mrs. Melissa Moore said January is School Board Appreciation Month and expressed gratitude for school board members.

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 December 15 regular meeting minutes
- B. Approval of the Period Six 2026 financial statements

Mrs. Melissa Moore presented the preliminary information related to the 2025 fiscal audit by Arkansas Legislative Audit. A copy of the district response letter is attached to the original board minutes.

Mrs. Melissa Moore presented a report regarding the First National Bank Certificate of Deposit. The most recent CD at First National Bank of Fort Smith earned \$12,287.29 at an annual percentage yield of 4.59%; \$530,977.58 is reinvested at 3.14%. The initial investment was \$472,000 in November of 2022.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve Policy 4.47 Possession and Use of Personal Electronic Devices. Motion carried 5-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Lauren Robinson to approve the ethics disclosure and resolution related to the contract with Donnie Mitchum, Archery Assistant. Motion carried 5-0.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve the 2025 School Board Training Report as presented. A copy is attached to the original board minutes. Motion carried 5-0.

Mrs. Melissa Moore provided information related to the school board election.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to approve the contract addendums for Ricky May, Judy Hicks and Milinda Wisdom, as presented, for work performed during their preparatory periods. Motion carried 5-0.

The data report was presented related to the superintendent's performance targets.

Mrs. Melissa Moore presented the following:

Superintendent's Report

- A. March Board Meeting, March 30th, 5:30 p.m.
- B. JH District BB Tournament, Feb. 9-14
- C. SH District BB Tournament, Feb. 16-21
- D. Unsuccessful, attempted fraudulent checks
- E. Courtesy reminder: 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.
- F. Transfers:
 - a. Raegan and Griffin Anderson from Charleston to Ozark
- G. Invoices:
 - a. Bond Payments: \$47,191 & \$409,533
 - b. Farmers Cooperative: \$13,154 (Agri Grant)
 - c. Scranton School District: \$15,601 (SPED)

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to accept the resignation of Jay Crowley, Certified Teacher, Bus Driver, 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. Michele Schmitz to accept the resignation of Terry Crowley, Certified Teacher, at the end of the 2025-26 school year. Motion carried 5-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to employ Julia Hearn, ½ Dance Coach, Second Semester 2025-26 year. Motion carried 5-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to employ Kimberly Clymer, ½ Dance Coach, Second Semester 2025-26 year. Motion carried 5-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to reassign Danae Hudson from ES Custodian / ES Cafeteria Floor Cleaning to HS Custodian, with a

prorated 220 Day, 8 hours per day contract for the remainder of the school year, effective February 2, 2026 per the classified salary schedule. Motion carried 5-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to adjourn at 7:43 p.m.. Motion carried 5-0.

Brian Verkamp, President

Michele Schmitz, Secretary

*Original Signatures on File