

CHARLESTON BOARD OF EDUCATION
REGULAR MEETING
June 23, 2025

The Charleston Board of Education met in regular session on Monday, June 23, 2025 at 6:00 p.m. Members present were: Mr. Jeff Hayes, Mr. Chad Keener, Mrs. Michele Schmitz, and Mr. Brian Verkamp. Mrs. Lauren Robinson was not present. Also present were Mrs. Melissa Moore, Superintendent; Mr. Josh Underwood, Middle School Principal, Mrs. Angie Haney, Federal Coordinator; Mrs. Pam Rankin, and Mrs. Kelsey Noble.

Mr. Brian Verkamp established a quorum and called the meeting to order at 6:00 p.m..

A motion was made by Mr. Jeff Hayes and seconded by Mr. Chad Keener to approve board organization. Motion carried 4-0.

- A. Board meetings will be held at 5:30 p.m. on the 4th Monday of each month
- B. Mr. Jeff Hayes, Legislative Liaison
- C. Officers:
 - a. Brian Verkamp, President
 - b. Chad Keener, Vice-President
 - c. Michele Schmitz, Secretary
- D. Resolution and Primary Disbursing Officer, Michele Schmitz

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

Consent Agenda

- A. Approval of the May 19, 2025 Regular Minutes
- B. Approval of the June 2, 2025 Special Minutes
- C. Approval of the Period 11 2025 Financial Statements

A motion was made by Mr. Chad Keener and seconded by Mr. Jeff Hayes to approve revised Sections 4 and 5 policies as presented. Motion carried 4-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Jeff Hayes to approve the Cybersecurity Policy as presented. Motion carried 4-0.

The administration requested the board president's signature for the Licensed and Non-Licensed Personnel Policy Signature pages. Policies were previously approved by the board.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to approve the SAVVAS quote as presented for the sum of \$61,939.76. Motion carried 4-0. This purchase is from a Sole Source provider.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to pay students' food service bad debt as listed for a total amount of \$5,124.60. Motion carried 4-0. A copy of listed bad debt is attached to the original board minutes.

Mrs. Melissa Moore reported the district may not end the fiscal year with a negative fund balance. The exact amount will not be known until final bills are paid through June 30. A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to approve documenting the 2025 food service negative balance and further authorize the district treasure to journal entry the exact negative amount from Operating Fund 2001 to Food Service Fund 8000. Motion carried 4-0.

A motion was made by Mr. Jeff Hayes and seconded by Mr. Chad Keener to approve the 2025-26 Assurances and GEPA Statement as presented. Motion carried 4-0. A copy is attached to the original board minutes.

Mrs. Angie Haney reported data regarding the Annual Student Discipline Report.

Superintendent's Report

- A. Public Meeting Comment Period Update
- B. Certificate of Deposit Update
- C. Merit Pay
- D. Cafeteria Floor Update
- E. July Board Meeting, July 21, 5:30 p.m.
- F. Invoices:
 - a. ERT Emergency Response, \$10,900 (Operating Fund)
 - b. Hug Chevrolet, \$31,850 (Operating Fund)
 - c. Imagine Learning, \$16,401.56 (Title I and ESA Funds)
 - d. Westark Sound Company, \$31,452.33 (Security Grant Fund)
 - e. Play with a Purpose, \$11,192.40 (ABC Fund)
 - f. Heritage Portraits, \$12,843.11 (Yearbook Activity Fund)
- G. Transfers:
 - a. Carson Hall and Fayelynn Bidwell, Booneville to Charleston
 - b. Lakelyn Linville, Charleston to Fort Smith
 - c. Jacie Hartsfield, Lavaca to Charleston
 - d. Tabe Spiers, Charleston to Boonville
 - e. Santiago Montano, Charleston to Booneville

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve a one-time payment of \$1,000 to Lacey Keener for after-school athletic duties performed during the 2024–2025 school year. Motion carried 3-0. Mr. Chad Keener abstained.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to adjourn at 7:28 p.m.. Motion carried 4-0.

President

Secretary