

**CHARLESTON BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MARCH 25, 2024**

The Charleston Board of Education met in regular session on Monday, March 25, 2024 at 6:00 p.m. Members present were: Mr. Jeff Hayes, Mr. Chad Keener, Mrs. Lauren Robinson, Mrs. Michele Schmitz. Mr. Brian Verkamp was not present. Also present were Mrs. Melissa Moore, Superintendent; Mr. Shane Storey, High School Principal; Mrs. Rachel Fisher, Middle School Principal; Mr. Bruce Womack, Elementary School Principal; Mrs. Angie Haney, Federal Coordinator and Curriculum Specialist; Mrs. Rita Gramlich, District Treasurer, and Mr. Josh Underwood.

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

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

Consent Agenda

- A. Approval of the February 26, 2024 Regular Minutes
- B. Approval of the March 12, 2024 Special Minutes
- C. Approval of the Period 8 2024 Financial Statements

Mrs. Melissa Moore reported the board may formally organize. A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson for Mr. Brian Verkamp to serve as President, Mr. Chad Keener to serve as Vice-President, Mrs. Michele Schmitz to serve as Secretary, with regular meetings held the 4<sup>th</sup> Monday of each month at 6:00 p.m.. Motion carried 4-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Chad Keener to approve the Primary Disbursing Officer Resolution (Mrs. Michele Schmitz). A copy of the resolution is attached to the original board minutes. Motion carried 4-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to approve revised policies as presented. Motion carried 4-0. An outline of revisions is attached to the original board minutes.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to approve the 2024-25 Alternate School Calendar as presented. Motion carried 4-0. A copy of the calendar is attached to the original board minutes.

A motion was made by Mrs. Lauren Robinson and seconded by Mrs. Michele Schmitz to approve the BookNook invoices totaling \$167,479.52 to be paid by the High Impact Tutoring Grant. Motion carried 4-0. BookNook is a sole source provider. Copies of the invoices and sole source letter are attached to the original board minutes.

Mrs. Melissa Moore reported the district's \$472,000 Certificate of Deposit at First National Bank earned \$17,690.31 at 3%. Funds were reinvested at 5.19% for 7 months.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to approve a \$2,505 one-time payment to Chad Haynes for softball coaching duties. Motion carried 4-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to approve the 2022-23 Audit Report as presented. Motion carried 4-0.

Mrs. Angie Haney presented the monthly data report concerning BookNook.

Mrs. Melissa Moore reported information as listed:

Superintendent's Report

- A. Employment of 2024-25 Staff, April Meeting
- B. Drivers Education Vehicle, Estimated Cost \$17,000
- C. Softball Tournament, April 6
- D. Special Olympics, Greenwood, April 11
- E. JR District Track, Waldron April 16
- F. SR District Track, Waldron, April 18
- G. CNA Clinicals, Greenhurst, April 19, 22, / Board Exam, ATU Ozark, April 29
- H. Prom, April 20
- I. Baseball Conference Tournament, Danville, April 22
- J. Softball Conference Tournament, Danville, April 23
- K. Middle School Semi Formal, April 25
- L. Spring Band Concert, April 28
- M. Transfers:
  - a. Thomas and Collynn Austin, Attending Charleston
  - b. Mercedes Brasuell, Attending County Line
  - c. Cash and Ella McConnell, Attending Charleston
  - d. Addailynn and Lillian Wilcox, Attending Charleston

Mr. Jeff Hayes announced the board would go into executive session at 7:00 p.m.. After returning to regular session at 7:38 p.m., the following action was taken:

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to accept the resignation of Jill Verkamp, Certified Teacher, effective at the end of the 2023-24 school year. Motion carried 4-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mr. Chad Keener to employ Emma McKinney, Long-term Substitute, retro-effective March 4, 2024, with compensation based on a beginning teacher salary per district policy. Motion carried 4-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Chad Keener to employ Elizabeth Simpson for the 2024-25 school year. Motion carried 4-0.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to adjourn at 7:44 p.m.. Motion carried 4-0.

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President

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Secretary

