

**CHARLESTON BOARD OF EDUCATION**  
**REGULAR MEETING**  
**May 19, 2025**

The Charleston Board of Education met in regular session on Monday, May 19, 2025 at 6:00 p.m. Members present were: Mr. Jeff Hayes, Mrs. Lauren Robinson, Mrs. Michele Schmitz, and Mr. Brian Verkamp. Mr. Chad Keener was not present. Also present were Mrs. Melissa Moore, Superintendent; Mrs. Rachel Fisher, High School Principal; Mr. Josh Underwood, Middle School Principal, Mr. Bruce Womack, Elementary School Principal; Mrs. Angie Haney, Federal Coordinator; Mrs. Rita Gramlich District Treasurer, Mrs. Pam Rankin, and Mrs. Kelsey Noble.

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

During the Principal's Spotlight, Mrs. Milinda Wisdom spoke about the Dollars and Cents Program.

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

Consent Agenda

- A. Approval of the April 28, 2025 regular minutes
- B. Approval of the Period 10 2025 financial statements

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to remove Rita Gramlich as a signer for all accounts at First National Bank and Simmons Bank, as well as the district's safe deposit box. Motion carried 4-0.

A motion was made by Mrs. Lauren Robinson and seconded by Mrs. Michele Schmitz to approve the EFT Resolution as presented. Motion carried 4-0. A copy of the resolution is attached to the original board minutes.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to approve the quotes from safarimicro for a combined total of \$45,081. Motion carried 4-0.

A motion was made Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to approve Sections 4,5,6, and 7 policies as presented. Motion carried 4-0. An outline of revisions is attached to the original board minutes.

A motion was made by Mrs. Lauren Robinson and seconded by Mrs. Michele Schmitz to approve the certified personnel 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 Lauren Robinson to approve the classified personnel policies as presented. Motion carried 4-0. An outline of revisions is attached to the original board minutes.

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to approve retention bonuses for 2024-25 staff members who sign a contract to return for the 2025-26 school year as listed. Motion carried 4-0.

- A. Certified Staff: \$1,000
- B. Classified Staff: \$1,000
- C. Bus Drivers: \$500

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to approve 2025-26 Certified and Classified salary schedules as presented. Motion carried 4-0. Copies of the schedules are attached to the original board minutes.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Lauren Robinson to approve the Lensing Flooring estimates for a combined total of \$45,939.52 as presented. Motion carried 4-0. A copy of the estimates is attached to the original board minutes.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to approve the Guy Fenter Education Cooperative Board of Directors Resolution as presented. Motion carried 4-0. A copy of the resolution is attached to the original board minutes.

Mrs. Angie Haney presented data related to food service.

Mrs. Melissa Moore presented information as listed:

Superintendent's Report

- A. Last Day of School, May 23
- B. Legislative Updates

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to accept the resignations of Rebeccah Stockett, Special Education Paraprofessional, and Stephanie Whitman, Certified Teacher, effective at the end of the 2024-25 school year. Motion carried 4-0.

A motion was made by Mr. Jeff Hayes and seconded by Mrs. Michele Schmitz to approve personnel reassignments as listed. Motion carried 4-0.

- A. Reassign Wilma Byrd from Special Education Paraprofessional to Food Service Manager for the 2025-26 school year
- B. Reassign Keely Goddard from Classroom Paraprofessional to Special Education Paraprofessional for the 2025-26 school year
- C. Reassign Allison Holland from Certified Teacher to Elementary Counselor for the 2025-26 school year

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to approve the personnel salary increase and stipends as listed. Motion carried 4-0.

- A. Increase the hours of Mark Scott from 7.5 hours per day to 8 hours per day, with a salary increase of \$3,615 for the 2025-26 school year
- B. Approve a one-time \$1,500 stipend paid to Mark Scott for additional duties maintaining buses for the 2024-25 school year
- C. Approve a \$1,500 one-time stipend paid to Josh Hudson for additional duties maintaining buses for the 2024-25 school year

A motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to approve employment of personnel as listed. Motion carried 4-0.

- A. Employ Paisley Lovelace, Certified Teacher, for the 2025-26 school year
- B. Employ Danielle Curtis, Certified Teacher, for the 2025-26 school year
- C. Employ Joshua Corter for the 2025-26 school year, based on the certified salary schedule, with continued employment contingent upon obtaining 9-12 Math certification within 2 years
- D. Employ Brittany Wilson for the 2025-26 school year, based on the certified salary schedule, with continued employment contingent upon obtaining 7-12 Math certification within 2 years
- E. Employ Jacqueline Crotts for the 2025-26 school year, based on the certified salary schedule, with continued employment contingent upon obtaining 7-12 English certification within 2 years
- F. Employ Kimberley Clymer for the 2025-26 school year, based on the certified salary schedule, with continued employment contingent upon obtaining 7-12 Special Education certification within 2 years

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to adjourn at 7:38 p.m.. Motion carried 4-0.

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President

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Secretary