

**CHARLESTON BOARD OF EDUCATION  
REGULAR MEETING  
November 20, 2025**

The Charleston Board of Education met in regular session on Thursday, November 20, 2025 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 p.m.

Principal's Spotlight: Mrs. Angel, along with our FFA students, proudly recited the FFA Creed.

There were no public comments.

A motion was made by Mr. Chad Keener and seconded by Mrs. Michele Schmitz to approve the consent agenda as listed. Motion carried 5-0.

Consent Agenda

- A. Approval of the October 7, 2025 Special Minutes
- B. Approval of the October 27, 2025 Regular Minutes
- C. Approval of the Period 4 2026 Financial Statements

Mrs. Rachel Fisher presented Success Ready information.

Mrs. Melissa Moore said the board approved a \$500 bonus for full-time staff and a \$250 bonus for part-time staff last month. To help staff members receive the full value after withholdings, a motion was made by Mrs. Lauren Robinson and seconded by Mr. Jeff Hayes to gross up the bonuses—from \$500 to \$750 for full-time staff and from \$250 to \$350 for part-time staff—with payment to be issued in November 2025.

The data report was reported regarding district letter grades.

Only one person filed for the school board election. Information was provided to board members.

Mrs. Melissa Moore presented the following listed information:

Superintendent's Report

- A. JH BB Charleston Tip-Off, November 17-22
- B. Thanksgiving Break, November 24—28
- C. SH BB Scranton Tournament, December 1—6
- D. Board Meeting, December 15
- E. HS Semester Tests, December 15—19
- F. Christmas Break, December 22—January 2
- G. FFA Conference, January 20—23
- H. BETA Conference, January 22—23

I. Invoices:

a. \$17,162.82, Math Curriculum

J. Student Transfers:

a. Kaylea Martin from Lavaca to Charleston

A motion was made by Mr. Jeff Hayes and seconded by Mr. Chad Keener to employ Mark Holloway, Maintenance/Custodian, with a contract of 133 days for the remainder of the 2025-26 school year. Motion carried 5-0.

A motion was made by Mrs. Michele Schmitz and seconded by Mrs. Lauren Robinson to adjourn at 6:36 p.m.. Motion carried 5-0.

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President

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Secretary

- Original Signatures on File