

**BEEKMAN CHARTER SCHOOL
BOARD MEETING MINUTES
THURSDAY, JUNE 26, 2025
6:00 PM (IMMEDIATELY FOLLOWING COMMITTEE MEETINGS)
CAFETERIA**

1. Call to Order. Keith Huntsman

The Beekman Charter School Board of Directors Meeting was called to order by Keith Huntsman.

2. Roll Call.

Roll call was conducted by Abigail Atkins. The results were as follows:

- Members present: Mario Bershell, Sarah Ellingburg, Keith Huntsman, Mike Stephens, Lori Wallace
- Members absent: Michael Edmonds and Tamika Farrell
- Others in attendance: Samantha Mann, John Merritt, Zemarcus Mays, Abigail Kilcrease, Kayce Waller, Jessica Allred, and Abigail Atkins

3. Pledge and Prayer.

The Pledge of Allegiance was led by Sarah Ellingburg. Prayer was led by Michael Stephens.

4. To accept a resignation from board member, Sandi Rallinson. –Keith Huntsman

The Board of Directors formally accepted a resignation from board member, Sandi Rallinson. Alternate board member, Mario Bershell will fill her position immediately. A motion to accept the resignation for Sandi Rallinson was made by Sarah Ellingburg. Seconded by Lori Wallace. Motion carried.

5. To receive and approve a nomination for an alternate board member. –Keith Huntsman

Keith Huntsman nominated Taylor Freeland as an alternate board member. Motion to approve the nomination of Taylor Freeland as an alternate board member was made by Mike Stephens. Seconded by Sarah Ellingburg. Motion carried.

6. Consent Agenda.

A. To approve the May 22, 2025 Board Meeting Minutes.

The minutes were approved with no revisions.

7. To receive June, 2025 Committee Meeting action item reports:

a. Building and Properties – Mike Stephens

- i. *There are no items for this committee.*

b. Personnel and Student Affairs- Lori Wallace

- i. *There are no items for this committee.*

c. Finance Committee- Tamika Farrell

- i. *To receive and approve the May, 2025 Financial Report.*

Mike Stephens moved to approve the May, 2025 Financial Report. Motion carried.

d. Academic Excellence Committee- Sarah Ellingburg

i. There are no items for this committee.

8. To elect an official journal. –Keith Huntsman

A motion to approve the Ouachita Citizen as the official journal for Beekman Charter School was made by Lori Wallace. Seconded by Mario Bershell. Motion carried.

9. To renew board members terms. –Keith Huntsman

Mike Stephens and Mario Bershell were eligible to renew their terms for one year. Michael Edmonds was eligible to renew his term for two years. Tamika Farrell was eligible to renew her terms for three years. A motion to renew all eligible board members terms for the full term of eligibility was made by Mike Stephens. Seconded by Sarah Ellingburg. Motion carried.

10. To elect board officers. –Keith Huntsman

A motion to elect Keith Huntsman as President of the BCS Board of Directors; Michael Edmonds as Vice-President of the BCS Board of Directors; and, Tamika Farrell as the Secretary/Treasurer of the BCS Board of Directors was made by Lori Wallace. Seconded by Sarah Ellingburg. Motion carried.

11. To discuss getting approved for additional money to be spent out of District 12 for the Tiger Athletic Pavilion. –Zemarcus Mays

Zemarcus Mays provided a spreadsheet that included the expenditures and pending renovations to complete the Tiger Athletic Pavilion. In order to bring this project to completion, Mr. Mays asked for \$40,000.00 from District 12 funds. A motion to approve using \$40,000.00 from District 12 funds for the Tiger Athletic Pavilion was made by Lori Wallace. Seconded by Mike Stephens. Motion carried.

12. To approve the initial budget for FY 2025-2026. –Abigail Kilcrease

Abigail Kilcrease provided the initial budget for FY 2025-2026, which reflected an excess of \$125.00. A motion to approve the initial budget for FY 2025-2026 as presented was made by Mike Stephens. Seconded by Sarah Ellingburg. Motion carried.

13. To approve moving the bookkeeper position to a business assistant position. – Abigail Kilcrease and Samantha Mann

Mrs. Kilcrease presented a revision to the Salary Schedule would involve moving the current Bookkeeper to a Business Assistant position. Motion to approve moving the bookkeeper position to a business assistant position was made by Mike Stephens. Seconded by Lori Wallace. Motion carried.

14. To approve the full-time welding instructor salary. –Samantha Mann

Mrs. Mann explained that the welding instructor position would become a 10 month, full-time position effective with the FY 2025-2026 school year. She proposed that the welding instructor would receive base pay according to the Teacher Salary Schedule,

with one additional month of pay and a stipend of \$6,000.00. Motion to approve the full-time welding instructor salary was made by Lori Wallace. Seconded by Mike Stephens. Motion carried.

15. To approve the full-time salary for an HVAC/Maintenance position. –Zemarcus Mays and Samantha Mann

Mr. Mays expressed a need and desire to add an HVAC/Maintenance position to the Non-Degreed Salary Schedule. Motion to approve the full-time salary for an HVAC/Maintenance position was made by Sarah Ellingburg. Seconded by Mario Bershell. Motion carried.

16. To approve a job description for an HVAC Maintenance position. –Zemarcus Mays and Samantha Mann

Mr. Mays presented the proposed job description for an HVAC Maintenance position. This would be a full-time, 12 month position. This employee would be primarily responsible for maintenance, troubleshooting, and repairs that include electrical upkeep and repairs. Motion to approve the job description for an HVAC Maintenance position was made by Keith Huntsman. Seconded by Lori Wallace. Motion carried.

17. To approve a 12-month Janitorial Supervisor position. –Zemarcus Mays and Samantha Mann

Mr. Mays would like to return the 12 Month Janitorial Supervisor position to the Non-Degreed Salary Schedule. Motion to approve a 12-Month Janitorial position was made by Mike Stephens. Seconded by Mario Bershell. Motion carried.

18. To approve moving custodial staff from salary to daily pay effective July 1, 2025. –Zemarcus Mays and Samantha Mann

Mr. Mays would like the custodial staff to move to the following daily pay rates:

- \$25.00 for 2 hours
- \$50.00 for 4 hours
- \$75.00 for 6 hours
- \$100.00 for 8 hours

A motion to approve moving custodial staff from salary to daily pay effective July 1, 2025 was made by Lori Wallace. Seconded by Mike Stephens. Motion carried.

19. To approve an update to the coaching stipend pay-scale. –John Merritt

Mr. Merritt presented the updated coaching stipend pay-scale. The revised pay-scale included an Athletic Social Media Coordinator position with a \$2,500.00 stipend. It also included an additional Jr. High Cheer Sponsor. Each of the Jr. High Cheer Sponsors would receive a stipend of \$2,000.00. Motion to approve an update to the coaching stipend pay-scale to include an additional Jr. High Cheer Sponsor at a stipend of \$2,000.00 and an Athletic Social Media Coordinator with a stipend of \$2,500.00 was made by Lori Wallace. Seconded by Mike Stephens. Motion carried.

20. To receive an updated recap of the plan for future facilities. –Keith Huntsman

At the May 22, 2025 Board of Directors meeting, Mr. Huntsman requested an updated recap of the plan for future facilities. Mrs. Mann reviewed her campus master plan with the board, highlighting projects that had been completed (or were near completion), such as the small gym renovation, additional seating at the stadium, and the athletic facility. Her plan included short term goals, such as junior high classrooms; and, long term goals. Mr. Huntsman noted that he would like to add paving the road to the list. No action was taken.

21. To receive Administrative Reports from:

a. Zemaricus Mays, Operations Manager

With Mr. Mays' report, he included two sets of blueprints for the Jr. High Building. The Board favored Blueprint A, which included two wings. Mike Stephens made a motion to move forward with Blueprint A. Seconded by Lori Wallace. Motion carried.

b. John Merritt, Principal

Mr. Merritt provided updates in reference to academics, athletics, and campus Activities.

c. Samantha Mann, Executive Director

Mrs. Mann's report highlighted summer school, staffing, planning for the Upcoming school year, and more.

22. To enter into executive session for the annual evaluation of the Chief Executive Director. –Sarah Ellingburg

A motion to enter into executive session for the annual evaluation of the Chief Executive Director was made by Lori Wallace. Seconded by Sarah Ellingburg. A roll call vote was conducted. The results are as follows:

- Mario Bershell: yes
- Michael Edmonds: absent
- Sarah Ellingburg: yes
- Tamika Farrell: absent
- Keith Huntsman: yes
- Mike Stephens: yes
- Lori Wallace: yes

Motion carried.

A motion to exit executive session was made by Sarah Ellingburg. Seconded by Lori Wallace. A roll call vote was conducted. The results are as follows:

- Mario Bershell: yes
- Michael Edmonds: absent
- Sarah Ellingburg: yes
- Tamika Farrell: absent
- Keith Huntsman: yes
- Mike Stephens: yes
- Lori Wallace: yes

Motion carried. No action was taken.

23. Adjourn

The meeting adjourned at 8:08 p.m.