

**THE BOARD OF DIRECTORS
OF
Oxford Preparatory High School
MINUTES
OF
January 8, 2015 MEETING**

The Board of Directors of Oxford Preparatory High School held its regular monthly meeting on January 8, 2015. The following members were present and constituted a quorum:

Marsha Abbott	Kim Hicks
Reverend Charles Burwell	Randy Reese
Everett Byrd (EV)	Shawn Spence (via Conference)
Brian Greenway	Ana Vaughan
	Alison Wilson

Also present were:

Vici Bradsher
Andrew Swanner – Executive Director

Absent:

Dr. Andrew Stock

WELCOME:

Kim Hicks welcomed the Board and called the meeting to order at 7:08 PM. A big “thank you” was given to Brian for the bonfire event held at the school.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

The minutes of the December meeting were approved with a motion from Brian and seconded from Everett Byrd. The motion passed unanimously.

Mr. Swanner did review the Collaboration Summary – consultant review by Brian Smith. Concerns regarding the meeting minutes is that there should be a documented clear reason for going into closed session. This was noted for future reference.

STUDENT RECRUITMENT:

Presently enrolled - 68 9th graders, 47 in 10th. Two withdrawals pending , one due to relocating. 8th grade applications are being submitted to the school.

ACADEMIC:

Classes run on a year-long calendar so will not be making calendar adjustments for exams. OPHS class sizes are ideal; largest class is 27 students, smallest is 4 students. We average 18.

FINANCE:

The budget report and Bank Statement were given to the Board Members. Budget is on target, with not many changes since December 2014. Buildings/Repairs line item is 22% over budget due to some unforeseen incidents – such as, water pipe leaking.

BUILDING AND GROUNDS:

Mr. Swanner distributed an email regarding the new pump station needed for the property. It included an agreement between the school and the property owner, Mr. Hunt. After discussion, the board felt this needed to be referred to an attorney. EV agreed to take the responsibility of discussing the matter with a local Real Estate attorney and would report back to the board at the next scheduled meeting.

With the increase in enrollment next year, there is a need to add a third unit. Expectations are to formalize contract and have unit in place by July 1st/August 1st timeframe.

LONG RANGE PLANNING:

Mr. Swanner distributed amendment of school charter and name change.

POLICY AND PERSONNEL:

Nothing to report

COMMUNITY RELATIONS:

Nothing to report

OLD BUSINESS:

School Report Grades press release on February 5, 2015. OPHS does not have all the measures so report will not be able to show a true measure. The report uses Math 3 results, ACT Benchmark scores and graduation rate – all of which will not be able to be determined by a school that only has 9th and 10th grades.

NEW BUSINESS:

Prospective family open house scheduled for 1/15/2015

Shadow day for prospective students – 1/26/2015

Business and Community forum – 1/27/2015 – over 140 invited.

Returning Student Intent forms due – 1/30/2015

ADJOURN:

At 8:07, EV made a motion to adjourn, Rev. Charles Burwell seconded.

Respectfully submitted,

Ana Vaughan, Secretary