

**THE BOARD OF DIRECTORS
OF
Oxford Preparatory High School
MINUTES
OF
November 13, 2014 MEETING**

The Board of Directors of Oxford Preparatory High School held its regular monthly meeting on November 13, 2014. The following members were present and constituted a quorum:

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

Also present were:

Andrew Swanner – Executive Director
Marsha Abbott

Absent:

Dr. Andrew Stock

WELCOME:

Kim Hicks welcomed the Board and called the meeting to order at 7:00 PM.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

The minutes of the October meeting were approved with a motion from Alison Wilson and seconded from Randy Reese/Brian Greenway. The motion passed unanimously.

STUDENT RECRUITMENT:

Presently 115 enrolled, (116 on paper). New student to start 11/16, but possibly have one that has dropped, ending with 115 currently enrolled.

16 students attended the Student Shadowing event recently. This was mostly comprised of 9th graders, 1 or 2 rising 8th graders and 10th graders. The students came from various schools in the Granville and Vance County area.

FINANCE:

The budget report and Bank Statement was given to the Board Members. The Board reviewed cash flow, State Allotment, Grant, Reserves and Fund Raising efforts and bonuses. The Board also reviewed the current state versus the projection and noted the line items are doing well. There was also discussion among the Board Members regarding increasing operational budget. The Board discussed this and decided to continue the discussion at the next scheduled meeting.

BUILDING AND GROUNDS:

Facility – There are several options to correct the sewer situation. Some are as simple as an above ground tank (\$2000) or in ground tank (\$10,000) and some include negotiating with adjacent land owners for easement to run a sewer line. Work is being doing with Civil Engineering and Design to review a system with a pump. Mr. Swanner would like to have some type of connection by January; however the present situation is under control, and is not an immediate issue.

LONG RANGE PLANNING:

Board discussed Charter Amendment to include 8th grade as part of OPHS. Deadline to submit the amendment was end of October, 2014. Working with MDA (Management Discussion Analysis), the request went to the Department of Public Instruction timely. This State Board meets in January and the amendment could be approved as early as January. Presently, we have approximately 20 interests in 8th grade. Interest is from various schools in Granville and Vance Counties.

POLICY AND PERSONNEL:

Confidentiality Agreements were given to Board Members to ensure that it is understood there are items that must be considered respectful to administration and employees as private and confidential. Members signed the agreements and returned to the Chair.

COMMUNITY RELATIONS:

- 75 OPHS shirts have been orders. Approximately ½ have been sold.
- We are presently in search of a flat bed trailer so that we can put a float in the Oxford Christmas Parade. We are fairly sure we have a driver and a location to decorate the trailer.
- Kim suggested that the Board treat the staff to a luncheon prior to Christmas break (last day before break will be 12/19).

OLD BUSINESS:

OPHS applied for membership in the North Carolina State Sports Association in pursuit of membership into a 1A conference. Membership was denied by a vote of 5-4. The reason stemmed from scheduling has already been established; however invited to resubmit in two years. OPHS will now pursue a different conference. If admitted into this conference, it should be in place by next year's fall sports program.

NEW BUSINESS:

Kim discussed "Board Member Boot Camp" that several Board Members are enrolled in on line. She shared some of the highlights from the webinar at the Board Meeting. One area highlighted Standing Committees. This is something that Kim would like to discuss at the next meeting. Board was asked to think about an area that they have some interest in, such Buildings and Grounds Committee, Academic Committee, Policy and Staffing, and Recruitment Committee, just to name a few. There was some discussion as to what these committees would entail and that can be discussed at the next meeting also. The Board does not want to take away the Director's responsibility of overseeing the academics of the school.

Other areas discussed in the webinar were agendas (stay on task). Three things the Board should evaluate in 10 years and review at a 5-year mark of the beginning of school operational date (May 2018)

Class trip to Savannah, GA. Mr. Swanner noted the attendance will be less than the NYC trip but presently, it is still scheduled. Mr. Swanner and Mr. Smith will drive the 15 passenger vans if there is an agreement to continue with the trip. The motion to approve to go forward was made by Randy Reese and seconded by Shawn Spence. All agreed to continue with the class trip.

Randy Reese requested that the Board go into closed session at 8:45pm, Reverend Burwell seconded. Alison Wilson motioned to come out of closed session at 8:58pm, Randy Reese seconded.

Ana Vaughan requested that Marsha Abbott be accepted as an OPHS Board Member, Reverend Burwell seconded. All agreed unanimously.

At 9:15, Randy Reese made a motion to adjourn, Mr. Everett Byrd seconded.

Respectfully submitted,

Ana Vaughan, Secretary