

**THE BOARD OF DIRECTORS
OF
Oxford Preparatory High School
MINUTES
OF
December 11, 2014 MEETING**

The Board of Directors of Oxford Preparatory High School held its regular monthly meeting on December 11, 2014. The following members were present and constituted a quorum:

Marsha Abbott
Reverend Charles Burwell (via Conference)
Everett Byrd
Brian Greenway

Kim Hicks
Randy Reese
Dr. Andrew Stock (via Conference)
Ana Vaughan
Alison Wilson

Also present were:

Vici Bradsher
Andrew Swanner – Executive Director

Absent:

Shawn Spence

WELCOME:

Kim Hicks welcomed the Board and called the meeting to order at 7:06 PM.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

The minutes of the November meeting were approved with a motion from Dr. Stock and seconded from Everett Byrd. The motion passed unanimously.

STUDENT RECRUITMENT:

Presently enrolled - 68 9th graders, 47 in 10th. Two adds and two withdrawals since last meeting.

ACADEMIC:

Charter metric numbers have become available and will be reported soon. This data will give guidance on which areas we need to work with resources to help those that are in need of assistance.

Mr. Swanner attended a meeting in Chatham County. He received information regarding dual enrollment and a partnership with community college for students to take college courses. There are some requirements, such as a 3.0 weighted GPA and PLAN results (benchmarks in

Reading, Math, English). This would be good for students because it would mean college courses at no cost to students. There are some details to work out, such as core courses at OPHS are year-long and VGCC is on semesters. Mr. Swanner will continue to look into this opportunity. Example of some courses that would be offered are American History, Math – Pre Calculus, and Art History. This program will not take away the Scholars Program that is in place.

FINANCE:

The budget report and Bank Statement were given to the Board Members. The Board reviewed cash flow, State Allotment, Grant, Reserves and Fund Raising efforts and bonuses. There are some areas of opportunity, example the fund raising from the booster club has exceeded current projection and a savings carried over from last year. The Board felt it is not necessary to approve a change in the budget but to continue to receive monthly updates and necessary documentation.

Board agreed to increase LOC (Randy motioned, Brian seconded, all in favor).

Board agreed to mid-year bonus payout (Kim motioned, Alison seconded, all in favor)

BUILDING AND GROUNDS:

Facility – Currently, Developers are working with Civil Engineer. Easement will need to be given in order to alleviate the sewer line situation. Discussion must also take place regarding the maintenance of a pump station and if the city would be responsible.

Next year, the plan is to serve approximately 235 students; therefore, we are looking to add another modular unit. The board reviewed two quotes and discussed the advantages/disadvantages of each. Since the location is annexed into the City, there are also preparations that need to be addressed prior to the unit installation. Storm Water guidelines, traffic study, and grading will need to be done.

LONG RANGE PLANNING:

Mr. Swanner amended the OPHS Charter and it was approved by the State to add 8th grade classes starting in the 2015-16 school year. This will not grow enrollment past originally stated goals. Mr. Swanner to send announcement out soon.

POLICY AND PERSONNEL:

Board Code of Conduct forms were distributed to all board members. The board discussed the “Boot Camp” some of the members have been involved via on line. Last on- line class topic was related to “writing policies.” Everett cautioned the board on writing policies and offered assistance. Mr. Miller, who conducts the boot camp, has offered to attend an OPHS Board Meeting to give some pointers on having productive board meetings.

As the Board grows, there is a need for Committee Development. Parents, Teachers, Community Members can serve on these committees. Board Members chose various

committees to chair. Kim distributed information (job descriptions) on the following committees and members expressed their interest in particular committees – Finance Committee (Randy, Brian, Kim), Governance/Policy (Marsha, Randy), Academic Committee (Kim, Mrs. Bradsher, Rev. Burwell), Development/Personnel (Alison, Everett, Dr. Stock).

COMMUNITY RELATIONS:

Alison mentioned how well OPHS' float was represented in the recent Oxford Parade. Everett commended the school on parent involvement.

OLD BUSINESS:

North Carolina State Sports Association - OPHS receive unanimous votes for membership in the Tar River Conference. This will allow OPHS a very good opportunity for competitive conference games. The membership will be for two years, beginning with next year's fall sports program.

NEW BUSINESS:

Randy is working with Booster Club to obtain a Tax Payer's ID #. This will also register the group as a 501C(3) status.

Upcoming activities include a Bon Fire (Mrs. Bradsher and Brian Greenway working together), a Homecoming Court and a dance (the first for OPHS).

The Student council also had a "Brunch" fund raiser that was scheduled for December 19th.

ADJOURN:

At 9:28, Everett made a motion to adjourn, Mr. Randy Reese seconded.

Respectfully submitted,

Ana Vaughan, Secretary