

Oxford Preparatory School
Board of Directors Meeting for December 14, 2017

The Board of Directors of Oxford Preparatory School held its monthly meeting on December 14, 2017 at 7:00 p.m. at OPS. The following members were present and constituted a quorum: Zaye Brewer, Marsha Garrett, Randy Reece, Nicole Sievert, and Anita Williams. Tara Roberson and Allison Wilson participated by way of conference call. Those absent were Rev, Burwell and Kim Hicks.

Non voting members present: Andrew Swanner, Executive Director and Vici Bradsher, Assistant Director

Meeting was called to order by Randy Reese at 7:01 p.m. School mission statement was read. Zaye Brewer made a motion to accept the November minutes and evening agenda. It was seconded by Nicole Sievert and approved by all.

Closed Session- Marsha Garrett made a motion to go into closed session for the purpose of GS 143-318.11 (c). Approved and went into closed session at 7:03 p.m. motion seconded by Zaye Brewer. A motion was made by Randy Reese to return to open session at 8:29 p.m. and seconded by Mary Garrett. Approved by all.

No Presentation

No Board Training

No Public Comments

Officer Reports:

Enrollment Report - Enrollment as of 12/11/2017 is 380 with a waiting list of 35 students.

Academic Report - College Application Week, which promoted colleges that allow application with no cost, to come to OPS. 83% of seniors have been accepted into at least one college.

Financial Report - (Budget statement is available for viewing) No issue on the cash flow and the school is on track with its budget. School received a notice from DOI due to finishing 2016-2017 school year in the black, but there are no consequences enforced. This is not a compliance issue.

USDA Loan continues to be processed. A second more positive appraisal was completed and accepted .

Special Committee Report-

Capital Campaign - A deposit of \$ 7,100.00 was made this month.

Unfinished Business- none

New Business: Compliance is to have best practices for beginning teachers with a Teacher Support Plan. OPS plan was approved by DPI. Nicole Sievert made a motion to accept the plan and seconded by Zaye Brewer. Voted with 100% approval.

The staff and board reviewed the operational plans for the sixth grade for school year 2018-2019. Mr. Swanner asked for consideration for approval of the Sixth Grade Operations Plan. A traffic study is being done as well. Board agreed with the plan and no vote needed.

Fall Semester bonuses per employee contracts - Contracts for teachers and staff state that there is a bonus for being employed, which is a 3% paid in the fall and a 3 to 3 1/2% in the spring. Percentages are available, which would be \$ 500. To \$700. for the fall. Anita Williams made a motion to pay bonuses and seconded by Zaye Brewer. All members approved.

Announcements were shared.

Zaye Brewer made a motion to adjourn and it was seconded by Nicole Sievert and approved by all. Meeting was adjourned at 9:11 p.m.

Submitted by Marsha Garrett
January 8, 2018