

Oxford Preparatory School  
Board of Directors Minutes for July 13, 2017

The Board of Directors of Oxford Preparatory School held its monthly meeting at OPS on July 13, 2017 at 7:00 p.m. The following members were present and constituted a quorum:

|                |                 |                |
|----------------|-----------------|----------------|
| Marsha Garrett | Randy Reese     |                |
| Kim Hicks      | Tara Roberson   |                |
| Nicole Sievert | Anita Williams. | Allison Wilson |

Non voting members: Andrew Swanner - Executive Director  
Vici Bradsher - Assistant Director

Absent Members: Rev. Charles Burwell

Welcome: The meeting was called to order by Randy Reese at 7:00 p.m. Mission statement was read. A motion was made by Nicole Sievert and seconded by Allison Wilson to approve the June Minutes and the evening's agenda and it was approved by all.

No Presentation or board policy nor training given

No public comments

Officer Reports:

As of July 10, 2017, enrollment is at 401, with waiting list of 51.

Academic Report:

Results of the 2016-2017 EOC/EOG and AP were shared. Preliminary School Report Card was also shared. Scores were improved from previous year.

Financial Report:

Financial statement from Acadia NorthStar and bank statement are available upon request. The school should be in good shape for audit season. \$100,000.00 of cash is on hand. There will be a more accurate report in September.

USDA application is complete. It was sent to the state and sent back for more expansion regarding capital campaign. Explanation and answered questions have been returned to the state.

Special Committee Report:

Capital Campaign reports that checks have been deposited.

No Unfinished Business

New Business:

A proposal was made to use MAP Testing for benchmarking and testing. Kim Hicks made a motion to accept the use of MAP and Tara Roberson seconded the motion and approved by all.

Discussion of Shared Leave Policy. The board decided to table and inform HR about this policy for consideration.

New school insurance company's risk management survey feedback indicated concern that carpooling has no screening and should have school lawyer to view. Also, license and insurance should be filed for staff driving students. Tara Roberson made a motion to create a policy for staff driving students and seconded by Kim Hicks. Everyone approved.

**Closed Session:**

A motion was made by Randy Reese to go into closed session and seconded by Kim Hicks to discuss employment. (G.S.143-318.11. #6) The vote was unanimously. Closed session began at 8:46 p.m. for the purpose of consideration of candidates for employment and contracts. The board returned to open session at 9:53 p.m. after a motion was made by Kim Hicks and seconded by Nicole Sievert and approved unanimously. No action was taken during closed session.

**Return to Open Session:**

Kim Hicks made a motion to accept the recommendations for the employment of three candidates and increase a teacher's employment time. Motion was seconded by Anita Williams and approved by all board members. HR committee presented contracts for the Executive Director and Assistant Director. Kim Hicks made a motion to accept the contracts as presented and that Vici Bradsher report to the board and not Mr. Swanner in the future. Motion seconded by Allison Wilson to accept the new contracts as presented by HR. The board approved unanimously.

Announcements were made.

Kim Hicks made a motion for the the board meeting to adjourn at 10:00 p.m. and seconded by Marsha Garrett. Board approved unanimously.

Submitted by Marsha Garrett

August 7, 2017