



Oxford Preparatory School

www.oxfordprep.org

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6041 Landis Rd.

Oxford, NC 27565

Nurturing Potential - Inspiring Excellence-Developing Leaders

Board of Directors Meeting Agenda

March 6th, 2025 – 7:00 P.M. Oxford Preparatory School – Lower School Conference Room and Conference Call

1. Call to order

2. **Reading of Mission Statement** – “Oxford Preparatory School's purpose is to graduate future leaders who have completed a rigorous curriculum, performed community service, and developed an appreciation of the arts in preparation for the challenges of the college of their choice. With support from our diverse community, we will cultivate intellectual curiosity in well-rounded students by engaging in critical thinking and experiential learning.”

3. Minutes

- a. Approval of the minutes from the February 4th agenda meeting and 13th regular meeting (Attached)

4. Presentation

5. Board Policy Review and Training

- a. Discussion of Indicator 6 Reading – Parent and Stakeholder Partnerships
b. Assignment of Indicator 7 Reading – Fiscal Vitality

6. Public Comments

- a. Those who signed up in advance according to Board policy may speak for up to 5 minutes.

7. Officer Reports

- a. Enrollment Update
- i. 2024 – 2025 Enrollment – 855 (As of 2/25/25)
 - ii. 2025 – 2026 Open Enrollment
 1. Lottery Held Saturday 1/25/25
 2. 103 Selected – Confirmation and Enrollease Submission Due by 3/3/25
 3. 421 waitlisted (As of 2/25/25) – Largest waitlists in Kindergarten (94), 6th Grade (59), and 2nd Grade (39)
 - iii. Legal guidance on a question posed about OPS Admissions policy enrollment preferences and contract employee
- b. Academic Report

- i. Weather closures update and updated plan to address 1,025 hour instructional hours requirement (Attached)
 - ii. Lower School Report – MaryAnn Crews (Attached)
 - iii. Upper School Report – Ashley Barnette (Attached)
 - iv. Student Board Member Report – Kathryn Folger (Attached)
 - v. Lower School and Upper School Teacher Representative Reports – Angela Satterwhite and Heather Daniel (Attached)
- c. Financial Report
 - i. Financial Statement from Acadia NorthStar and bank statement (Attached)
 - ii. Facilities Committee Meeting with architect – Monday 3/3 at 7:00 P.M. (Online – Google Meet)
 - iii. Draft 990 Tax submission (2023) pending review by OPS Board Treasurer, as of 2/5/25
 - iv. Draft 2025 – 2026 Budget for Review
- d. Athletics Report
 - i. NCHSAA Conference Realignment – 3rd Draft (Attached)

8. Unfinished Business

9. New Business

- a. Review and consideration of RFP’s submitted for Audit Services (Attached)
- b. Review and consideration of RFP’s submitted for Financial Services (Attached)
- c. Review of proposed building program (Attached)

10. Call to Closed Session (§ 143-318.11. - #6)

11. Return to Open Session

- a. Consideration of Candidate(s) for Employment

12. Announcements

- a. **Friday 3/7** – 2nd Grade Live Wax Museum 8:30 – 10:00 A.M. and Senior Cap & Gown Pictures
- b. **Monday 3/10** – Granville County Chamber of Commerce Banquet at 5:30 P.M. and PTO Meeting at 6:30 P.M.
- c. **Thursday 3/13 and Friday 3/14** – Required Workdays for Griffinscape Staff Retreat
- d. **Monday 3/17** – Annual USDA payment (Upper School - \$418,897)
- e. **Tuesday 3/18** – ACT Exam (11th Graders)
- f. **Friday 3/21** – Spring Sports Pep Rally and Upper School Parent Conferences (Afternoon)
- g. **Tuesday 3/25** – Leadership Granville Education Day Campus Visit
- h. **Wednesday 3/26** – Literacy Night (Battle of the Books)
- i. **Thursday 3/27** – Western NC College Trip Departs
- j. **Friday 3/28** – Annual USDA payment (Lower School - \$312,651), 3rd Grade Field Trip to Greensboro Science, and 4th Grade Field Trip to Carolina Beach

- k. Tuesday 4/1** – OPS Board Agenda Meeting at 7:00 P.M.
- l. Thursday 4/3** – Upper School Instrumental Concert at 6:30
- m. Tuesday 4/8** – 6th Grade Field Trip to Jamestown and Upper School Spring Choral Concert at 6:30 P.M.
- n. Wednesday 4/9** – Lower School Talent Show at 7:00 P.M.
- o. Thursday 4/10** – OPS Board of Directors Meeting at 7:00 P.M.
- p. Friday 4/11** – Griffins Grace Notes to perform at SGHS
- q. Saturday 4/12** – Junior/Senior Prom at the Barn at Vino
- r. Monday 4/14** – Spring Break Begins