

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES



Tuesday, May 10, 2016

**Oklahoma School of Science and Mathematics
1141 North Lincoln Boulevard
Oklahoma City, Oklahoma 73104
(405) 521-6436 FAX (405) 521-6442**

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

May 10, 2016

11:00 a.m.

- I. Call to Order
- II. Roll Call
- III. Discussion and Possible Action on Minutes of Board of Trustees Meeting of April 12, 2016
- IV. Report from Chief Academic Officer
 - Curriculum and Instruction
 - Special Events
- V. Report from the Director of Admissions
 - Class of 2018
 - Outreach
 - Registrar
- VI. Report from the Director of Development
 - Giving and Donors
 - Grants
 - Projects
 - Outreach, Visitors & Tours
- VII. Report from Chief Fiscal Officer
 - Financial Operations Update
- VIII. Discussion and Possible Action regarding EO 2015-46
- IX. Report from the President
 - External Matters (Outreach/Public and Governmental Relations)
 - Internal Matters (Personnel and Residential Life)
- X. Discussion and Possible Action of Proposed Governor's Scholar Program
- XI. Discussion and Possible Action of One Year Term of International Students
- XII. New Business: Any Matter Not Known About or Which Could Not have Been Reasonably Foreseen Prior to the Time of Posting of the Agenda (as defined in Oklahoma Statutes Title 25, Section 311 (A)(9))
- XIII. Adjournment

Minutes of Board of Trustees
Executive Committee Meeting of April 12, 2016

Attachment 1

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

**BOARD OF TRUSTEES
Executive Committee**

**Oklahoma School of Science and Mathematics
1141 North Lincoln Boulevard
Oklahoma City, Oklahoma**

**April 12 2016
11:00 a.m.**

Present: Dan Little, David Drennan, Donna Windel, Mary Ann Bauman, and Geoff Simpson.

OSSM Staff: Frank Wang, Lynn Morgan, Samantha Chappell, Shannon Gorbet, Rebecca Morris, and Pam Felactu

Absent: Jack Coffman

The Executive Committee of the Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., April 12, 2016 at 1141 North Lincoln Boulevard, Oklahoma City, Oklahoma. The Board conducted the meeting in accordance with the agenda, a copy of which is attached.

Little called the meeting to order at 11:20 a.m.

Take Action on Minutes of Executive Committee Meeting February 9, 2016: Little asked for additions or corrections to the minutes of the meeting of February 9, 2016. Drennan moved approval of the minutes with corrections to an incorrect date listed in the minutes. Simpson seconded. Vote as follows: Little, yes; Drennan, yes; Bauman, yes; Windel, yes; and Simpson, yes.

Report from Chief Academic Officer: In Liu's absence, Dr. Wang gave the Academic Report. Wang reported on the upcoming Middle School Math Contest this Saturday, April 16th. Morris added that there is 230 students signed up for the Middle School Math Contest consisting of students in fifth, sixth and seventh grade. Wang further discussed Commencement on May 28th and that the academic year will continue into the first week of June. No questions were asked by the board.

Report from the Director of Admissions: Morris distributed copies of the "Report from the Director of Admissions". The Admissions office has received 122 completed files for the class of 2018 admissions. Out of these 122 applicants; the average ACT score is a 27.4; split almost 50 % evenly between Male and Female; 34 counties; 70 high schools; 33 percent Caucasian; 37 percent Asian; 10 percent Hispanic; 9 percent African American. Morris added 109 students will interview on April 23rd. Morris discussed her recruitment efforts regarding out-of-state and international students with the board and her recent visit with Dr. Wang to the Missouri Academy to network and learn about their international student recruitment. There were 114 high school students who registered to visit OSSM with slightly more 8th graders than 9th graders for Sneak Peak on April 2. Morris concluded her report with a map of applicants sorted by county. Morris and Wang answered questions from the board.

Report from the Director of Development: Felactu reported that cash contributions from March were \$134,000 related to 25th Anniversary. The foundation received; a grant of \$75,000 from Chapman Charitable Trust, \$10,000 from Phillips 66 for the Summer Science Institute and 50 assorted trees from Apache Foundation. There is \$35,000 from Sarkeys Foundation for the Summer Math Institute which is still pending. Felactu highlighted the 25th Anniversary Gala, Quantum Experience and the Stem Day program. A total of \$351,000 was raised for faculty endowment from the 25th Anniversary events. Boeing and GE assisted with the Stem Day program and have newly appointed foundation board members from both respective companies. Additionally, Boeing is considering a request fund an instructor position in the amount of \$150,000 for 2 years and Felactu has been working with Presbyterian Health Foundation to help fund the Biology position which was previously funded by Devon Energy. Felactu concluded her report discussing the upcoming Legislative Picnic on May 3rd and tour of the OSSM campus for the Cresup Foundation on April 14th. There were no questions from the board.

Report from Chief Fiscal Officer: Morgan stated that while OSSM is not impacted by the current fiscal year budget cuts, we are operating as if the cuts had occurred in anticipation for a reduction in funding for FY2017. Morgan also discussed the bids that are out for janitorial, food service and landscaping. Goodwill Industries provides security and there will be no increase in cost. Morgan answered questions from the board.

Discussion and Possible Action regarding EO 2015-46: Morgan reported the topic of Executive Order 2015-46 from Governor Mary Fallin which addresses the approval of school spending by the board. Morgan and Gorbet discussed the current and upcoming six bids that will fall under the Executive Order 2015-26; Janitorial service at \$150,000; Food Service at \$510,000; Landscape and Maintenance at \$150,000; HVAC system at \$600,000; Computers at \$25,000; and Goodwill Security at \$150,000.

Two motions were made regarding EO 2015-46

Motion 1: Approve and direct a notification shall be submitted to the agency cabinet secretary pursuant to the Executive Order 2015-46 of the following anticipated expenses; Janitorial contract estimated at \$150,000; Food Service contract estimated at \$510,000; Landscape estimated at \$150,000; Chiller Air system estimated at \$600,000; purchase of computers estimated at \$25,000; and Security estimated at \$150,000. Bauman moved approval of the first motion regarding EO 2015-46. Windel seconded. Vote as follows: Little, yes; Drennan, yes; Bauman, yes; Windel, yes; and Simpson, yes.

Motion 2: In the event these figures change by more than 50 percent, the board must be notified and supplemental approval must be given. Simpson moved approval of the second motion regarding EO 2015-46. Bauman seconded. Vote as follows: Little, yes; Drennan, yes; Bauman, yes; Windel, yes; and Simpson, yes.

Report from the President: Wang reported on his recent trip with Ms. Morris to the Missouri Academy of Science, Math and Computing to develop relationships with schools similar to OSSM and to learn from these schools how to use international and out of state students to aid in making up budget shortfalls resulting from the recent budget cuts. OSSM has signed a memorandum of understanding with the Chinese Cultural Exchange Center where each side pledges to help with each other's mission. Their main focus is to recruit teachers to teach English in China and bring students to the US. The plan is to have around 20 students from China attend OSSM for three weeks during the summer consisting of the OSSM Summer Academy, the GE Academy Camp and the last week will consist of test preparations and language immersion. Each Chinese student will pay around \$4,000 to attend OSSM for three weeks. OSSM usually nets around 30 percent from summer programs but the hope is to expose international students for recruitment during the normal school year.

New Business: No new business was required.

Adjournment: Meeting adjourned at 12:32 p.m.

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