

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES



Tuesday, September 13, 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

September 13, 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 June 14, 2016 (attached)
- IV. Report from Chief Academic Officer (attachment 2)
 - Curriculum and Instruction
 - Special Events
- V. Report from the Director of Admissions
 - Class of 2017 and 2018
 - Summer Activities and Outreach
- 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. Report from the President
 - External Matters (Outreach/Public and Governmental Relations)
 - Internal Matters (Personnel and Residential Life)
- IX. 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))
- X. Adjournment

Minutes of Board of Trustees
Executive Committee Meeting of June 14, 2016

Attachment 1

SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES

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

June 14, 2016
11:00 a.m.

Present: David Drennan, Kent Buchanan, Jack Coffman, Mason Cole, Kelly Damphousse, Talita DeNegri, Kelly Dowd, Dan Little, Ron Mashore, Kalpana Misra, Steven Rhines, Geoff Simpson, Goldie Thompson and Donna Windel.

OSSM Staff: Terry Berryman, Samantha Chappell, Tony Cornforth, Pam Felactu, Shannon Gorbet, Lynn Morgan, Rebecca Morris, Frank Wang and Lori Webster.

Absent: Mary Ann Bauman, Bret Danilowicz, Jim Halligan, Joy Hofmeister, Michael Jordan, Lara Mashek and Mike Turpen.

Guests: Yaseen Shurbaji

The Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., June 14, 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 11:02 a.m.

Take Action on Minutes of Board of Trustees Meeting of March 8, 2016. Little asked for approval or corrections to the minutes for March 8, 2016; Coffman moved the approval of the minutes, Simpson seconded. Vote as follows: Little, yes; Drennan, yes; Buchanan, yes; Coffman, yes; Cole, yes; DeNegri, yes; Dowd, yes; Mashore, yes; Rhines, yes; Simpson, yes; Windel, yes.

Report from Chief Academic Officer: Liu highlighted the TEAM +S team, the Mentorship program, Fine Arts program, OSSM's recent publicity in the *Oklahoman* and various summer programs. Liu reported that the OSSM TEAM+S team has been invited to the Best of the Nation competition in Nashville, TN. The mentorship program had 34 students participate through multiple notable mentorships such as OMRF. The Fine Arts program has become an influential and important part of OSSM student life. Liu mentioned the end of the year department reports which are attached to the agenda. Liu then introduced Tony Cornforth, the main instructor for the OSSM Wayne Regional Center which graduated 24 students for the 2016 year. The Wayne Regional center has operated for 11 years and instructed 402 students. Cornforth reported on the Summer Mathematics Institute which hosts middle school math instructors across the state. Cornforth discussed the instructor training that has evolved in the program, from PASS to Common Core and now the Oklahoma Math Standards. Liu then introduced Cynthia Brown, the College Counselor for OSSM. Brown reported 61 graduates for the CO2016, attending 26 institutes, throughout 13 states with 51 percent of the class remaining in state colleges. The CO2016 had a total of 341 applications. The acceptance rate for Ivy League schools dropped to 8.47 percent. Liu, Wang, Morris and Brown answered questions from the Board.

Report from the Director of Admissions: Morris reported that admissions has completed the invited selection list for CO2018. Morris highlighted the one day summer workshops held by Dan Vossen, the new registrar database Powerschool and the 3 day orientation program for the CO2018. Morris corrected the handout regarding declined students which should read; 2 Hispanic males, 0 Native American males, 0 Hispanic females and 4 Native American females. OSSM began the school year with 5 international students and there will be one additional international student attending in the fall. Admissions received several inquiries from out of state students but no applications. Morris, Liu and Wang answered questions from the Board.

Report from the Director of Development: Felactu reported that 2016 giving is almost at \$550,000 which is ahead for the time of year but this increase is credited to the Quantum Experience fundraiser. Felactu highlighted the stipend program, her new administrative assistant paid for by the Foundation, development of the Foundation website, and the visioning committee. Felactu concluded her report with a brief description of the Development's vision and mission for the new Board members in attendance. Felactu answered questions from the Board.

Report from Chief Fiscal Officer: Morgan discussed the FY2017 budget. Morgan highlighted the HVAC needed in the Samson, the closing of the Afton Regional Center, the closing of positions due to retirements, and the last remaining Bond issue. There are three contracts still up for bid that should close this week and Gorbet will do the evaluations: Janitorial, Food Services and Landscape. Goodwill security has agreed to maintain the same rate and has offered to take over janitorial services as well. Morgan concluded his report discussing OSSM's recent partnership with GovDelivery to maintain our digital communications. Tomorrow will be the first live blast email for the service. Morgan answered questions from the Board.

Discussion and Possible Action of EO 2015-46: Morgan asked for approval from the Board FY2017 expenses and Morgan proposed consideration of a motion that allows the Board to authorize the president of OSSM to approve expenditures of \$10,000 to \$25,000 in emergency situations. Morgan answered questions from the Board. The following motions were made:

Motion 1: "Approve and direct a notification shall be submitted to the agency cabinet secretary pursuant to the Executive Order 2015-46 for the following anticipated expenses; AV Upgrade Boardroom and Auditorium, \$75,000; Language Associates, \$72,000; OCIA, \$189,657; OGE, \$240,000; ONG, \$75,000; OMES Workers Comp, \$15,500, OMES Insurance, \$41,000; OMES Printing, \$11,300; OMES Phones, \$20,000; OMES Motor Pool, \$25,000; OUHSC Security, \$11,500; and OUHSC Maintenance, \$15,000.

Simpson moved approval of the motion, Cole seconded. Vote as follows: Little, yes; Drennan, yes; Buchanan, yes; Coffman, yes; Cole, yes; DeNegri, yes; Dowd, yes; Mashore, yes; Rhines, yes; Simpson, yes; Windel, yes.

Additionally, Simpson made the following motion:

Motion 2: "In the event these figures change by 50 percent the Board must be notified and supplemental approval must be given".

Simpson moved approval of the motion, Mashore seconded. Vote as follows: Little, yes; Drennan, yes; Buchanan, yes; Coffman, yes; Cole, yes; DeNegri, yes; Dowd, yes; Mashore, yes; Rhines, yes; Simpson, yes; Windel, yes.

Motion 3: "In order to reduce the possibility of an interruption of the operations while adhering to Executive Order 2015-46, the Board authorizes the President to approve purchases that exceed \$10,000 up to \$25,000 in circumstances when the timely purchase is in the best interest for operations, practically and/or fiscally. The Vice President for Administrative Services shall provide a report listing any purchase under this authorization at the next scheduled Board of Trustees Meeting, all pursuant to the rules of emergency purchases as defined in the Executive Order 2015-46 footnote #3."

Drennan moved approval of the motion, Windel seconded. Vote as follows: Little, yes; Drennan, yes; Buchanan, yes; Coffman, yes; Cole, yes; DeNegri, yes; Dowd, yes; Mashore, yes; Rhines, yes; Simpson, yes; Windel, yes.

Chairman Dan Little left the board meeting at 12:20 pm

Report from the President: Wang highlighted on OSSM's 2.27 percent reduction and the Governor's State of the State Address which mentioned OSSM as a critical core service. Wang reported that his three goals when starting at OSSM in 2012 were to ensure fiscal viability of OSSM, improve conditions and expand OSSM's reach and impact. OSSM is ensuring fiscal viability through paying international students, summer programs and building legislative support. Working conditions have improved through reducing teaching work commitments from 12 month to 10 working months and the stipend program which, has expanded to the regional centers for the first time this year.

Lastly, OSSM is working on expanding reach and impact through our virtual regional center and the ramp up program. Wang concluded his report by giving time to Lori Webster, the Director of Public Relations, who is retiring at the end of July and Yaseen Shurbaji, a graduate from CO2016.

Discussion and Possible Action of Proposed Governor's Scholar Program: Wang addressed the Governor's Scholars Program with the Board. Simpson proposed language for the motion but there was not a quorum present at this time in the meeting. Dr. Wang will draft language for consideration at the next board meeting.

New Business: No new business was required.

Vice Chair Dr. Drennan adjourned the meeting at 1:15

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

March 8th, 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 December 8, 2015 (Attachment 1)
- 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. Report from the President
 - External Matters (Outreach/Public and Governmental Relations)
 - Internal Matters (Personnel and Residential Life)
 - Student Presentations
- IX. 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))
- X. Adjournment

Report from Chief Academic Officer

Attachment 1

REPORT FROM CHIEF ACADEMIC OFFICER

September 13, 2015

CURRICULUM AND INSTRUCTION

- Enrollment: 73 seniors and 85 juniors (including 6 international students).
- All classes/lab activities are in fourth week
- Foreign Language classes started on Wednesday, September 7.
- Fine Arts program had the first orientation meeting on August 31.
- Math lab started in the week of September 12.
Math lab in fall semester will focus on ACT math subject
Math lab in spring semester will focus on AP calculus
- 27 seniors started their Mentorship Programs by the end of August

NEW FACULTY MEMBERS

- Dr. Clint Givens—Ph.D. in Mathematics (UCLA)
Taught at Maine School of Science and Math and University of Science & Arts in Oklahoma (Chickasha, OK)
- Ms. Michelle McCargish—Ph.D. candidate in US History (OSU)
- Mr. Chandrejeet Borkar—M.S. in Computer Science (University of Michigan at Flint)

RECENT DEVELOPMENTS

- Parents' day on Saturday, August 29. Juniors' parents met with classroom teachers; seniors' parents will meet with college counselor.

COLLEGE ADMISSIONS UPDATE WILL BE PROVIDED AT THIS MEETING

UP-COMING EVENTS

- *Friday, September 23: End of Six Week Grading Period*
- Saturday, September 27: International Dinner sponsored by the OSSM Parents' Association

Class of 2016 Colleges (61 students)

Out-of-State

Boston College
Carnegie Mellon University
Columbia University
Hamilton College
New York University
Northeastern State University
Northwestern University (2)
Oregon State University
Princeton University
Rice University (2)
St. Louis University BS/MD program

Stanford University
University of California--Berkeley
University of Chicago
University of Kansas
University of Michigan
University of Pennsylvania (2)
University of Tampa
University of Texas at Austin
Vanderbilt University
Washington University in St. Louis (3)
Western Carolina University
Williams College

In-State

Public

University of Oklahoma (27)
Oklahoma State University (3)
Northeastern State University (1)

Private

University of Tulsa (3)

26 Institutions

13 States

Students In-State: 34 (56%)

Students Out-of-State: 27 (44%)

Approximate scholarship totals:

In-State (Private): \$339,488

In-State (Public): \$1,253,242

Out-of-State (Private): \$1,387,477

Out-of-State (Public): \$82,856