

**OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS**

**BOARD OF TRUSTEES  
Executive Committee**

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

**May 9th, 2017  
11:00 a.m.**

Present: Dan Little, Jack Coffman, David Drennan and Geoff Simpson.

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

Absent: Donna Windel

Guest: n/a

The Executive Committee of the Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., May 9, 2017 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 April 11, 2017:** Little asked for additions or corrections to the minutes of the meeting of April 11, 2017. Drennan moved approval of the minutes. Simpson seconded. Vote as follows: Little, yes; Drennan, yes; Coffman, yes; and Simpson, yes.

**Report from Chief Academic Officer:** Liu reported that this is the second and final week of AP exams. There is a total of over 200 AP exams being taken this year by OSSM students. Liu recently participated in a College Board Conference where he learned new rules regarding AP exams going forward. Starting in the fall 2017, students can sign up for AP exams as early as September and get practice help from the online Khan Academy. The OSSM annual award ceremony is May 17<sup>th</sup>, followed by the week of final exams May 22<sup>nd</sup> through May 26<sup>th</sup> with Commencement occurring on May 27<sup>th</sup>. Liu concluded his report discussing the final OKML results where OSSM took first place. Liu answered questions from the Board.

**Report from the Director of Development:** Felactu reported the Fy17 contributions, which many gave during the Annual Appeal and Quantum Experience. OG&E agreed to fund a history position for three years in the amount of \$150,000, Chapman Charitable trust approved \$35,000 and Sarkey's approved to fund the Summer Teacher Institute for the 8<sup>th</sup> year in a row. The Quantum Experience Gala netted over \$115,000. Felactu concluded her report discussing the recent Legislative Picnic last week and the Silent Art Auction which made \$760. Felactu answered questions from the Board.

**Report from Chief Fiscal Officer:** Morgan reported that we have submitted budget information to the State. There is six weeks before the end of the fiscal year. There are currently issues with the quality of the janitorial and security contracts. Morgan concluded his report discussing state funding of agencies. Heigle and Morgan answered questions from the Board.

**Report from the President:** Wang reported on the recent admissions session regarding the incoming class of 2019. Wang recently met with Senator Stanislawski, attended a Legislative Reception and has an upcoming meeting with Debbie Snodgrass next week. OSSM is preparing for new funding initiatives including the CCEC who is bringing 20 students over the summer netting around \$70,000. We recently hired a new writing lab instructor and are in the process of hiring other positions. Wang concluded his report discussing the Central Technology Center in Drumright is exploring a way to build new classrooms for the OSSM Drumright Regional Center. Wang answered questions from the Board.

**Executive Order 2015-46:** Morgan brought two items to the Board for approval under the Executive Order 2015-46. Morgan asked for approval of an estimated \$40,000 to use for General Chemistry textbooks and \$95,000 for Modern Physics textbooks. Simpson moved the motion for approval and Coffman seconded. Vote as follows: Little, yes; Drennan, yes; Coffman, yes; and Simpson, yes

**New Business:** No new business was required.

**Adjournment:** The meeting was adjourned at 12:30pm

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

May 9th, 2017

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 11, 2017 (Attachment 1)
- IV. Report from Chief Academic Officer (Attachment 2)
  - Curriculum and Instruction
  - Special Events
- V. Report from the Director of Development
  - Giving and Donors
  - Grants
  - Projects
  - Outreach, Visitors & Tours
- VI. Report from Chief Fiscal Officer
  - Financial Operations Update
- VII. Report from the President
  - External Matters (Outreach/Public and Governmental Relations)
  - Internal Matters (Personnel and Residential Life)
- VIII. Executive Order 2015-46
- 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