

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

April 9, 2019

11:00 a.m.

- I. Call to Order
- II. Roll Call
- III. Discussion and Possible Action on Minutes of Board of Trustees Meeting of February 12, 2019
- IV. Report from Chief Academic Officer
 - i. Curriculum and Instruction
 - ii. Special Events
- V. Report from the Director of Admissions
 - i. General Admissions Update
- VI. Report from the Director of Development
 - i. Giving and Donors
 - ii. Grants and Projects
 - iii. Outreach, Visitors and Tours
- VII. Report from Chief Fiscal Officer
 - i. Financial Operations Update
- VIII. Report from the President
 - i. External Matters (Outreach/Public and Governmental Relations)
 - ii. 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. Executive Session (if requested) for the purpose of discussing personnel followed in open session by whatever appropriate action may be needed, if any.
- XI. Adjournment

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 9, 2019
11:00 a.m.**

Present: Dan Little, John Armitage, Lance Benham, and Geoff Simpson.

OSSM Staff: Amanda Bonnett, Pam Felactu, Shannon Gorbet, Bill Kuehl, Janet Neufeld, Frank Wang, and Linda Waters.

Absent: David Brennan, Jack Coffman, and Donna Windel.

Guest: Sara Brown

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 9th, 2019 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 11:05 a.m.

Take Action on Minutes of Executive Committee Meeting February 12, 2019: Little asked for additions or corrections to the minutes of the meeting of February 12th. Benham moved approval of the minutes. Armitage seconded. Vote as follows: Little, yes; Armitage, yes; Benham, yes; and Simpson, abstain.

Report from the Chief Academic Officer. Neufeld reported that faculty evaluations are in the process of being completed. Department meetings are currently being held to plan for the next school year. Data is being collected on how to improve academic and instructional services and ways to provide increased faculty support. There are 28 students that have likely qualified for the 2020 National Merit Scholarship Program. These students took the PSAT/National Merit Scholarship Qualifying Test and scored above a 212. April 5th was the end of the second grading period for the spring 2019 semester. May 3rd will be the second annual college announcement day. Commencement will be May 25th at the State Capitol on the South Plaza steps. Questions from the Board were answered by Dr. Neufeld.

Report from the Director of Admissions. Kuehl reported that interview day for student applicants was held on April 6th. There were 110 applicants interviewed by 27 volunteers. In total, there were 140 applicants for the class of 2021. The SOAR Program (Student Orientation, Advising, and Registration) will be held on May 30th for parents and students. It begins the orientation process for the class of 2021. The program covers orientation, testing, advising, registration, students IDs, roommate surveys, and campus tours. Questions from the Board were answered by Mr. Kuehl and Dr. Wang.

Report from the Director of Development: Felactu reported that the Boeing grant of \$2,500 for the Quantum Experience sponsorship has been approved. Quantum Experience was held on March 26th and the gross revenue from the event was \$183,240. Warren Thomas gifted \$10,000 for math instruction. An

in-kind gift was received from Foundation board member Lou Kerr to host 64 OSSM young women and 3 chaperones for the 2019 National Women's Business Leadership Conference in Tulsa. Ms. Felactu continues to work with Boeing on implementation of a grant to expand the Virtual Regional Center program in Enid and establish one in Altus. The Foundation is participating in the OKCPS STEM Collaborative to provide physics in OKCPS via VRC programs under the new Boeing grant. Ms. Felactu and Dr. Wang answered questions from the Board.

Report from Chief Fiscal Officer: Gorbet reported that the food services contract and the foreign language instructor contracts are both set to expire at the end of the fiscal year. Both of the current companies have placed bids for the upcoming fiscal year. The A/C units on campus need to be repaired and/or replaced. The estimate for these expenditures is \$120,000. Little asked for approval of the expenditure estimates. Armitage moved for approval of the expenditure estimate costs. Simpson seconded. Vote as follows: Little, yes; Armitage, yes; Benham, yes; and Simpson, yes. Questions from the Board were answered by Ms. Gorbet and Dr. Wang.

Report from the President: Wang reported that he met with Lieutenant Governor Matt Pinnell on April 8th to discuss OSSM. Wang answered questions from the Board. On April 4th, Dr. Wang and Ms. Felactu traveled around to Altus to meet with administrators of Altus Public Schools to set up a partnership. On the way back to Oklahoma City, Dr. Wang and Ms. Felactu visited various superintendents, high school guidance counselors, and Foundation board members in Blair, Frederick, Navajo, and Lawton. For the 2019 academic year, we will have 8 overseas paying students for Korea. Applications for the Summer Residential Science Academies are being received with applications coming from as far away as Massachusetts and California. Dr. Wang answered questions from the Board.

The Board broke for executive session at 12:38 p.m. and returned from executive session at 1:58 p.m.

New Business: No new business was discussed.

Adjournment: The meeting was adjourned at 1:59 p.m.