

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

July 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 May 14, 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. Executive Session (if requested) for the purpose of discussing personnel followed in open session by whatever appropriate action may be needed, if any.
- X. 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))
- 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**

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

Present: Dan Little, David Drennan, John Armitage, Lance Benham, Jack Coffman, Geoff Simpson, and Donna Windel.

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

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., July 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 May 13th, 2019: Little asked for additions or corrections to the minutes of the meeting of May 13th. Simpson moved approval of the minutes. Benham seconded. Vote as follows: Little, yes; Drennan, yes; Armitage, yes; Benham, yes; Coffman, yes; Simpson, yes; and Windel, yes.

Report from the Chief Academic Officer. Dr. Wang reported on behalf of Dr. Neufeld that the TEAM+S student team recently traveled to Washington, D.C. for the national competition and placed first in the Engineering Computation category. The Middle School Math Workshops took place June 18th, 20th, 25th, and 27th on OSSM campus. The graduating class of 2019 was very successful with acceptances to many top universities and a record amount of scholarship dollars per student. The faculty return to OSSM on August 1st. The course schedule for the upcoming semester is in the process of being created. The annual departmental reports were reviewed by the Board. Questions from the Board were answered by Dr. Wang and Dr. Neufeld.

Report from the Director of Admissions. Mr. Kuehl reported that enrollment for the 2019-2020 academic year is 170 students. Seventy-four students in the class of 2020 have submitted their intent to return forms and 96 students are planning to enroll in the class of 2021. Student Ambassadors and Community Corp members will welcome 54 students to OSSM at the Grill 'n' Chill Experience on July 12th. The Ramp-Up program will be held July 10th-12th for students who are struggling with math. There are 15 juniors participating in the July Ramp-Up. There were no questions from the Board.

Report from the Director of Development: Felactu reported that June is the heaviest spending month which includes the bulk of the summer programs and the annual Faculty Retention Stipends. The summer programs, including the new 3-week enrichment program for OKCPS, will start attending the Virtual Regional Center program in the fall. There are several grants pending for programs for a total of

\$192,500. Ms. Felactu is working with the Foundation trustees to develop relationships leading to support funding and advocacy for OSSM. There were no questions from the Board.

Report from Chief Fiscal Officer: Ms. Gorbet reported that the fiscal year ended June 30th, 2019. The 2020 budget is currently being reviewed. Personnel cost and food service cost have both increased due to larger class sizes. The bond payment has been paid off. The anticipated carryover is one million dollars. Questions were answered by Ms. Gorbet.

Report from the President: Dr. Wang presented his year-end report. He also reported that he attended the Foundation Board meeting in Tulsa at the Summit Club on June 12th. The Counselor Summer Institute was held on June 18th on the OSSM campus. School counselors from all over Oklahoma and the surrounding states attended this two day conference. The three-week-long Investigative Research Scholars Program concluded on June 21st. The speaker for the closing luncheon was Dr. James Tomasek, VP Research at the OU Health Sciences Center. Each student gave a brief description of his or her research. This is one of the largest groups of students we have had participate in this summer program. OSSM has hosted the middle school math workshops and a medical/healthcare workshop this summer. This coming academic year, eight students from South Korea are coming as paying students to OSSM. Dr. Wang answered questions from the Board.

The Board broke for executive session at 12:00 p.m. and returned from executive session at 1:44 p.m.

New Business: No new business was discussed.

Adjournment: The meeting was adjourned at 1:45 p.m.