

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

August 27, 2019

1:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Discussion and Possible Action on Minutes of Board of Trustees Meeting of July 9, 2019 and the Special Board of Trustees Meeting on July 23, 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**

**August 27, 2019
1:00 p.m.**

Present: Dan Little, David Drennan, Lance Benham, Geoff Simpson, and Donna Windel

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

Absent: John Armitage and Jack Coffman

Guest: Sara Brown and Thomas Schneider

The Executive Committee of the Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 1:00 p.m., August 27th, 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 1:06 p.m.

Take Action on Minutes of Executive Committee Meeting July 9th, 2019 and Special Meeting July 23rd, 2019: Little asked for additions or corrections to the minutes of the meeting of the July 9th and the July 23rd meetings. Drennan moved approval of the minutes. Windel seconded. Vote as follows: Little, yes; Drennan, yes; Benham, yes; Simpson, yes; and Windel, yes.

Report from the Chief Academic Officer. Dr. Neufeld reported that the academic tutoring has been expanded to support students during the day and will continue offering tutoring support in the evenings. OSSM is offering a Discrete Structures class via a partnership with the University of Oklahoma. Dr. Wang, Dr. Neufeld, and Mr. Kuehl met last spring to determine the feasibility of the course. This enhances the computer science selections currently offered at OSSM. The academic calendar has been set for the school year. Meetings have begun with OMES for the analysis to assess the systems software needed for a student information system and a learning management system for OSSM school operations. Questions from the Board were answered by Dr. Wang and Dr. Neufeld.

Report from the Director of Admissions. Mr. Kuehl reported current enrollment is 94 students which includes 45 male and 49 female students. It also includes 8 international students. This class has the second strongest academic profile in school history. The class of 2020 has 71 students returning for their senior year. The class of 2020 has the strongest academic profile in school history. Recruitment for the class of 2022 is extremely busy with the fall recruitment cycle which includes recruitment fairs, outreach programs, Preview Day 2019, high school visits, a new student referral program, and the Student Shadow Experience. Questions were answered by Mr. Kuehl and Dr. Wang.

Report from the Director of Development: Dr. Wang shared about upcoming Development events such as the Awesome Friends Luncheon. There were no questions from the Board.

Report from Chief Fiscal Officer: Ms. Gorbet reviewed the 2019 and 2020 fiscal year reports which included the payroll amounts for August 2019. OSSM currently has an information technology staff member assigned to OSSM through OMES. In the following months, OMES will be providing their own information technology staff member instead of having an individual assigned to OSSM on campus. Carryover will be budgeted in November. The air conditioning units in the library are being updated. An engineer created plans to oversee the project with a new price estimate of \$99,000. This is \$30,000 over what was previously approved through the Board. Windel motioned for approval of the \$30,000 increase. Benham seconded. Vote as follows: Little, yes; Drennan, yes; Benham, yes; Simpson, yes; Windel yes. Questions were answered by Ms. Gorbet and Dr. Wang.

Report from the President: Dr. Wang reported that OSSM's convocation was held on Sunday, August 11th. Governor Stitt attended the event and personally awarded the Governor's Scholar's awards to each member of the senior class. The head of OMES and the state's Chief Operating Officer John Budd toured the campus on July 17th. On August 26th, the Lieutenant Governor Matt Pinnell visited campus as well. On August 20th, Dr. Wang had a conference call with deputy superintendent of academic performance and planning about how to ensure that sending schools are properly credited with the test scores on standardized test of OSSM students. This year, we held two Ramp-Up programs. The first program was for in-coming juniors for our main campus and the second program was for the Virtual Regional Centers students. In partnership with the University of Oklahoma, a distinguished OU Professor Changwook Kim will be teaching the advanced Computer Science class, Discrete Structures, to OSSM students. There were no questions from the Board.

The Board broke for executive session at 2:31 p.m. and returned from executive session at 3:28 p.m.

New Business: No new business was discussed.

Adjournment: The meeting was adjourned at 3:29 p.m.