

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS BOARD OF TRUSTEES

SPECIAL MEETING OF THE BOARD

Oklahoma School of Science and Mathematics

1141 North Lincoln Blvd.

Oklahoma City, Oklahoma

September 14, 2023, 10:00 a.m.

MINUTES OF THE MEETING

The Board of Trustees for the Oklahoma School of Science and Mathematics met on September 14, 2023, at 1141 North Lincoln Boulevard, Oklahoma City, OK. The special meeting was held consistent with the Oklahoma Open Meeting Act. Advance notice of this meeting was transmitted to the Oklahoma Secretary of State on September 12, 2023, at 7:13 a.m. and posted on the outside main door at 1141 North Lincoln Boulevard, Oklahoma City, OK, on September 11, 2023, at 6:30 p.m. in compliance with 25 O.S. § 311.

Present: Dan Little, Apryl Beall, Lance Benham (Zoom), Jerry Burger, Jack Coffman, *Dr. Kelley Dowd, Gary Ellis, *Ron Mashore, Senator Adam Pugh, James Roller, Dr. Geoff Simpson, Donna Windel

Ex-Officio Members Present: Dr. Goldie Thompson, Dr. David Wrobel

OSSM Staff Present: Tony Cornforth, Dr. Brent Richards, Pam Felactu, Linda Waters, Shannon Gorbet

Guests: Madalynn Martin, Assistant Attorney General; Niki Batt, Deputy Attorney General; Jennifer Palmer, Oklahoma Watch

- I. Having noted a quorum, Chair Dan Little called the meeting to order at 10:08 a.m.
- II. **Report from Personnel Subcommittee and possible discussion and action.** Little announced to the Board to move to Item VIII of the agenda. Little recognized Gary Ellis, a member of the Personnel Subcommittee who spoke on behalf of Tom Adelson, Chair of the subcommittee, who was absent from today's Board meeting. Ellis made the motion to authorize the Personnel Subcommittee to procure external professional services for a comprehensive assessment and review of the school's human resource policies and procedures. The primary objective is to effect necessary upgrades and revisions, thereby ensuring that OSSM's human resource policies and procedures fully align with industry best practices and comply with all legal requirements.

President Cornforth added to the discussion that this decision will ensure student safety and security as well as enhance the professionalism and conduct of OSSM's faculty and administration and in turn, will further the mission of OSSM and its emphasis on academic excellence and student welfare.

Following additional discussion and the motion made by Ellis, Roller seconded the motion, and the vote was unanimous in the affirmative. Motion carried.

- III. Jack Coffman made the motion at 10:12 a.m. to move to Executive Session. Donna Windel seconded. The vote was unanimous in the affirmative. The motion carried.
- IV. *Ron Mashore joined the meeting during Executive Session.
- V. Little made the motion at 11:20 a.m. to return from Executive Session. Jack Coffman seconded. The vote was unanimous in the affirmative. The motion carried.
- VI. **Take action on Minutes of the Board of Trustees Meeting of June 30, 2023.** Little asked for discussion, corrections, and approval to the minutes from June 30, 2023. Little moved for approval of the minutes; Donna Windel seconded. The vote is recorded below:

Dan Little:	Yes	Ron Mashore:	Yes
Apryl Beall:	Yes	Sen. Adam Pugh:	Yes
Jerry Burger:	Yes	James Roller:	Yes
Jack Coffman:	Yes	Dr. Geoff Simpson:	ABST
Dr. Kelly Dowd:	Yes	Donna Windel:	Yes
Gary Ellis:	Yes		

- VII. **Report from President.** President Cornforth gave a report that included an explanation of OSSM's articulation agreements with the University of Oklahoma, Oklahoma State University, and the University of Tulsa regarding the transfer agreements for OSSM students. Cornforth also shared with the Board the accomplishments of our students. Also included in his report, he added he has been invited to be part of the Concurrent Enrollment Committee of the Oklahoma State Regents for Higher Education.
- VIII. **Report from Chief Fiscal Officer.** Ms. Gorbet gave a brief report on financials as well as an update on the physical plant, which included an update on the current replacement process of the HVAC system. Materials included in Board packet.

*Dr. Kelly Dowd left the meeting at 11:36 a.m.

- IX. **Report from Vice President of Academic Services.** Dr. Richards reported on an overview of classes and getting the school year started. Due to HVAC installation, classes in MAC Center have had to be rescheduled to other locations across campus. Also in the report was mention of new faculty as well as the announcement of OSSM's nine National Merit Semifinalists.
- X. **Report from Director of Admissions.** President Cornforth spoke on behalf of Ms. Jamie Bond. Mr. Cornforth spoke to the three themes of this school year; striving for 237 applications; and procuring Encoura, a company whose emphasis is to be a leading provider of data science, research, strategic enrollment, and marketing. President Cornforth also shared recruitment strategies that include travel plans across the state and campus activities.
- XI. **Report from Director of Development.** No report was given. Materials included in Board packet.
- XII. **Adjournment.** Motion was made by James Roller to adjourn the meeting. Jack Coffman seconded. The vote was unanimous in the affirmative. Meeting adjourned at 11:53 a.m.