

**Tulsa Regional STEM Alliance**  
**Meeting of the Interim Board of Directors**  
**August 28, 2017**

A meeting of the Interim Board of Directors (“Board”) of the Tulsa Regional STEM Alliance (“TRSA”) was held commencing at 5:30 PM on the 28th day of August 2018, at the offices of TRSA, 907 South Detroit Ave., Tulsa, Oklahoma.

Present in person

Ms. Cherie Humphries, Chair	Mr. Ken Davis	Ms. Tracie Poe
Ms. Xan Black	Dr. Kathy Dodd	Ms. Danielle Neves
Dr. Brett Campbell	Mr. Michael DuPont	Ms. Carla Schaeperkoetter (by phone)
Ms. Jacque Canady	Mr. Shea Ferrell	Mr. Jonathan Townsend
Ms. Lucia Carballo Oberle	Ms. Lyn Kent	Mr. Ray Vandiver
Mr. Mark Dalton	Ms. Mandy Leemhuis	

Absent

Mr. Jesse Boudiette	Ms. Susan Crenshaw	Ms. Sherry Durkee
Mr. Jason Brown	Mr. Nick Doctor	Mr. John Thompson

Upon Chairman Humphries recognizing that a quorum was present, the meeting proceeded accordingly. Board Meeting and Consent Agenda materials were previously uploaded to the TRSA Board shared Google Drive and notice of the posting was sent to the Interim Board via email by Ms. Xan Black, TRSA Executive Director.

Ms. Humphries called the meeting to order and welcomed all present. Ms. Black introduced new TRSA staff members Aleia McNaney (Communication Coordinator), Kristen Tanner (K-20 Program Manager), and Andrew Perrine (Mentorship and Volunteer Manager).

Ms. Humphries then called attention to the agenda and the objectives for the meeting and asked if there were any additions to the agenda; there were none. Ms. Humphries then called attention to the Minutes from the May 29, 2018 Board meeting, as well as the Consent Agenda, and asked that they be approved as submitted. Dr. Campbell made the motion for approval of the Minutes and Consent Agenda, Mr. Ferrell seconded the motion, and the motion carried by unanimous vote. Ms. Humphries facilitated a review of key Consent Agenda items and turned the floor over to Mr. Davis.

Mr. Davis reviewed the TRSA BOD dashboard (income and expenses) and indicated that accounting is provisional as of 6/1/18 since we are still working with both TCF and Mariner to reconcile and approve the account balances. Mr. Davis reported that we are now mostly relying on Mariner’s numbers and that they are similar to TCF’s at this point. Referring to the “Board Dashboard”, Mr. Davis reviewed the income and expenses and discussed any significant variances for both. Mr. Davis said that the numbers indicate a strong financial position for the Alliance. He stated that we’re getting very close to being fully transitioned to Mariner. Mr Davis reviewed the various financial indicator ratios, called special attention to the Board giving percentage, and encouraged Board members who have not yet contributed for 2018 to do so before the next Board Meeting in November. Ms. Humphries asked for a motion for the financial report to be approved. Ms. Kent made the motion that the financial report be approved, Dr. Campbell seconded, and the motion passed unanimously.

Ms. Kent, Governance Committee Chair, discussed Board member terms and the current Board roster. She shared that the Board has two open positions due to the resignations of Mr. Dennis Neill and Mr. Levi Patrick. Ms. Kent requested that Board members think about their colleagues who they think might make good

Board members and let her know who they might be. She shared that the Governance Committee had started discussions around what it means to be a “partner” with TRSA but has tabled that work pending the completion of the strategic planning and outcomes work.

Ms. Kent turned the floor over to Ms. Tracie Poe, Communications Committee Chair. Ms. Poe gave each Board member several business cards with TRSA’s new Mission and Vision statements on it as well as a lanyard for use whenever possible. Ms. Poe asked for volunteers to go through Crisis Communication training to become potential spokespersons for TRSA. Board member Jesse Boudiette has graciously agreed to provide the training at no charge to the organization. Ms. Poe closed by discussing the Flight Night Back to School STEM Expo on Friday, September 14 from 10 am -1 pm and 2 pm - 5 pm at the Exchange Center at Expo Square on the Tulsa State Fairgrounds. She shared that based on the design of the event, it should be wonderful. She let Board members know that there are volunteer opportunities should anyone wish to participate.

Ms. Poe turned the floor over to Ms. Xan Black, Executive Director who presented the Development Committee report on behalf of Ms. Crenshaw. Ms. Black shared that TRSA has a lot of requests for programming, and that most events have a wait list. She asked whether the Board would be interested in seeing a proposal wherein TRSA would charge a fee to attend our events. She further shared that currently, all of TRSA’s programs are at no charge for participants. She stated that the proposal could allow for low-income participants to attend at no charge, but that we could charge higher-income participants a fee in exchange for the ability to reserve a spot at the event. Mr. DuPont stated that most similar programs in the community charge participants a fee for attendance. Dr. Campbell asked whether charging fees was normal; Ms. Black responded yes. Ms. Kent stated that we might consider “flipping the model” to allow low-income participants to reserve a spot and then allow higher income participants to fill open seats for a charge.

Ms. Black turned the floor over to Mr. Ferrell, Program Committee Chair, who discussed that there are many new programs and events coming up like the Flight Night event, the Back to School STEM Expo and referred members to the TRSA website to stay informed.

Staff Members Jaime Christensen and Josh Walton reviewed the summer camps that took place. A total of 803 students participated in the camps (no double counting). All camps were full, and many had waiting lists. Generally, surveys were conducted before and after the events. Surveys indicated an increase in STEM interest across the board. Dr. Dodd asked whether there was a plan to follow up with the students to determine whether the positive growth in STEM interest was sustainable some time after the events. Mr. Walton indicated that yes, students would be given another survey as a way to gauge the resiliency of the attitudinal gains.

Mr. Walton then presented a new Harvard PEAR report on TRSA (the Tulsa STEM ecosystem). The report contains two sections. The results from the Common Instrument Suite (socioemotional learning (SEL)) were based on 2700 student retrospective surveys. In general, the results indicate that the Tulsa community is more effective than other locales within the Harvard PEAR consortium in SEL effectiveness. The second part of the report (Dimensions of Success) summarizes how Tulsa STEM partner organizations compare to other STEM ecosystems around the country in terms of the quality of delivery of STEM programming. Tulsa generally compares favorably compared to the national averages; partner programming within the Tulsa Regional STEM Alliance appears to be of higher overall quality than in the other locales where Harvard PEAR is working.

Michael DuPont then reported on the activities of the Internal Affairs Committee. He provided an update regarding TRSA’s separation from Tulsa Community Foundation and discussed that Ms. Xan Black had been promoted to the position of Executive Director. He shared that the Committee is currently working on a cybersecurity framework and is contemplating work on an Employee Handbook and a performance review process for the organization. He shared that the Committee made good progress over the summer and that work on the Calendar Year 2019 budget will begin and be ready for presentation at the November Board Meeting.

Ms. Black presented an update on the ongoing Strategic Planning Initiative. She began by reviewing the

mission and vision statements. She shared that the group working on the strategic plan landed on four areas for emphasis: 1. Student math & science proficiency, 2. Student family engagement, 3. High-Quality STEM programming, and 4. High-Quality STEM educator professional development. She shared that the team had decided to start detailed work on the high-quality professional development piece and provided a review of progress made to date. She then facilitated a break-out session (four groups) designed to surface good ideas on how to get the various sectors within the Alliance to work together to promote additional excellent professional development opportunities for local educators. Reports were then given by Mr. Vandiver/Ms. Canady, Dr. Campbell, Mr. DuPont, and Mr. Davis.

Ms. Humphries reviewed the deliverables for the next Board Meeting. Ms. Humphries reminded all present regarding the use of the Committee Report template for consistency (Actionable items for the Consent Agenda and Informational items for the Informational Agenda), that the next Board meeting will be on November 27, 2018 and that Committee reports will be due on November 17, 2018.

Ms. Emily Mortimer presented a short slideshow entitled “But for TRSA...” which captured student impacts from Alliance programs.

Mr. Davis made a motion to adjourn the meeting, Mr. Dalton seconded the motion, and by unanimous voice vote the meeting was adjourned at 7:10 PM.

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Cherie Humphries, Board Chair

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Mark Dalton, Secretary