

WW Board Meeting Notes

April 19, 2017

Present: Chip Davis, Gary Allen, Ken Godwin, Meredith Rogers, Kristi Worsham, Lanair Worsham, Jr., Lanair Worsham, Sr., Tonya McDaniel, Susan Glass, Rick Waters, Dean Daniels, Ross Worsham, Laura Beth Tucker, Trey Godwin

Absent: David Cooper, Greg Shiver

Laura Beth Tucker called the meeting to order and Chip Davis opened with prayer.

Chip Davis made a motion to approve the minutes from last month with a second from Lanair Sr. Motion passed.

Headmaster Report: Ross Worsham

- 300 now registered for 2017-2018 with several more planning to register soon.
- Region Track meet: Boys and Girls are Region Champions-State next week in Albany.
- Tennis: State-Brock Allen and Cameron Godwin - State Doubles Champions, McKenlee Coleman is State Runner-up. State team tennis next Tuesday at Macon.
- Testing with elementary and middle school - Just finished. Kids were focused.
- Finance Committee meeting discussed staff projections. Driven by enrollment and class sizes. Couple of classes close to needing two teachers in elementary.
- Seniors have 21 days left! Winding down. Seniors are doing a self-defense class on their last day of school. Chief Johnny Hendricks is going to help to coordinate.
- Outstanding annual reports from Boosters, Grandparents, and PTO. Thank you to those committees for your hard work.
- Academic Banquet is May 15th. Middle School at 10am and High School at 7pm
- Ross is working on addendums to teacher contracts as far as coaching duties and delegated assignments.
- The 2017/2018 school calendar is finalized (posted on Bloomz and website)

Chairman Report: Laura Beth Tucker

- 71 applications received for Tuition Assistance and GOAL. 4 are incomplete and cannot be processed without all documentation required. 54 students are on tuition assistance as of now. Reminder that no student can receive more than 50% tuition assistance and the average scholarship is \$1,000. Tuition assistance programs grow our school enrollment thereby keeping tuition costs down for every family.
- PTO nominations sent electronically this year. We have had 35 parents submitting nominations so far.
- SAT: Class of 2017 extremely strong scores. Entire class-avg 1131. Top 10 avg-1283. Star student at Westwood, Elizabeth Glass, is also the countywide STAR student. ACT-state avg-21, WW-24, WW top 10 scored avg of 27. We have same ACT scores as DW from last year. Mitchell County High School Avg-17, Baconton-21, Pelham-17, WW-24.
- GOAL update: Tuition Assistance Applications due 4/17/17.
- GOAL Training Program presented to Tuition Assistance Committee April 12, 2017.
- PTO Nominations are due by April 24th – Nominations and Elections via BLOOMZ and Google Forms
- Communications Team – Cara Summerlin has agreed to help with writing and posting WW news.

Academic Committee: Ross Worsham

- Discussed possibility of amending extra points from 5 to 3 for MOWR classes
- Discussed continuing with use of Kahn Academy SAT prep
- Need to improve SAT prep for 11th graders
- SAT Scores presented
- Academic Committee will continue to meet monthly during summer.

Financial: Meredith Rogers

- New note signed 3/31/17.

Building/Grounds: Lanair Jr.

- Light pole removed adjacent to former mobile classroom site
- Obtaining quotes on security cameras
- Carpet in locker rooms
- Need to develop a maintenance plan per strategic planning committee

Athletics: Dean Daniels

- Tommy Wray will be new head coach for Shotgun Team. Tommy has been assisting Gary Allen for several years. Gary will continue to be involved and assisting with coaching.

Fundraising: Chip Davis

- Fun Run on March 17 – \$22,600 in profit (budgeted \$17,000 profit – so exceeded goal by \$5,600)

Recruitment/Retention: Presented by Laura Beth Tucker in Greg's absence:

- 300 total as of today. 90% return rate to date. New students enrolled-26 as of today. Currently still testing new prospects. Projected enrollment at 316 to date.
- List of those not registered were reviewed by Board members to reach out for retention.
- Greg is preparing handwritten notes to former families to invite them back to WW.

Strategic Planning: Rick Waters

- SP Oversight Team met again 4/17 to finalize Annual Operating Plan and oversee implementation
- Various workgroups are now meeting on five assigned goal areas

Boosters Club: Tonya McDaniel

- Plans underway for sponsorship banners for gym for next basketball season
- Region Golf Team meals and State tennis team meals.
- Annual Report for 16-17 (to be posted on Bloomz)

Grandparents Club: Lanair Sr.

- Annual Report for 16-17 (to be posted on Bloomz)
- Grandparents' providing \$10,000 toward Tuition Assistance and set aside \$15,000 for emergency projects at school
- Paying \$1000 tuition for one student from Auction raffle.

PTO: Kristi Worsham

- Annual Report for 16 – 17 (to be posted on Bloomz)
- Planning Teacher Appreciation Week for May 1-5th
- Ginna and Kristi working on a WW Giving Day. Identifying projects for our students to do such as assisting elderly or working for non-profit on designated day. Working with Ross on coordinating date. Try to do it before school is out in May.

Parent Advisory Committee: David Cooper

Met last week and discussed the following items:

- Discussed the current status of our GOAL program, as well as our Tuition Assistance program. PAC feels we need to continue to educate our community on the details of the GOAL program as there are still misconceptions about how it works and how it is used at Westwood
- Discussed the grants that have been awarded to Westwood. The money will be used for a new roof on the elementary school, new iPad lab/cart for the elementary, and security enhancements (intercom, cameras, etc.)
- Discussed a few maintenance needs, such as carpet needs replacing in high school. PAC recommended using the carpet squares next time carpet is replaced. Bold design will hide dirt in traffic area, and other stains. Squares are easily replaced when needed.
- Everyone feels good about the current direction of the school. The PAC feels that the general feeling of most parents is positive.
- Reviewed the current registration numbers and continue to encourage PAC members to promote Westwood when possible.
- We will have one more meeting before end of school year.

Old Business:

Ross

- Tabled Class Size proposal last month: 1st-6th grade max 22 students. Anything over 22 we will go to two teachers. K-5 and K-4 max students 14; 15-20 one full time teacher and aide, beyond 20 two teachers. K-3 up to 12 one teacher; 13-18, aide and teacher, 19 two teachers.

Class sizes are recommendations and not set in concrete. Ross has discretion to make final determination. This is not a policy of the Board, but a recommended model established by Ross for internal administration use.

Ross:

- Proposal on staffing needs. Ross presented to the Board his plans for staffing for 2017-2018. Reminder: The Board only issues one contract per year to our Headmaster. Our Headmaster issues all other contracts to school employees based upon the income received from enrollment. The Board does not hire any personnel other than Headmaster.

Meredith:

- Finance committee recommended to approve Ross' recommendation for staffing. Ross will continue to look at class sizes to make right staffing decisions. Rick gave a second. Finance committee gave the motion. Motion passed.
- Meredith: Need a corporate resolution to open accounts at Bank of Camilla; from Finance Committee. Second from Lanair Sr. If checks are over \$1000, need multiple signatures. Motion carries.

Laura Beth:

- Nominating committee appointed by Laura Beth Tucker: David Cooper-chair, Susan Glass, Tonya McDaniel. Will come back with officers and openings. PTO representative ballot will go out in May.

- Reminder - Staff will start emailing past dues instead of mailing them. Upcoming plan with new school year. Lanair Sr recommended if 60 days past due need to also mail a statement. Board agreed that would be best practice.
- Reminder: Board wants to make sure the athletic trophies not to be presented at Academic Banquet.

Meeting adjourned

Board went into Executive Session