

WESTWOOD SCHOOLS  
MEETING NOTES - BOARD OF DIRECTORS MEETING  
October 19, 2016

Board Members present: Gary Allen, David Cooper, Chip Davis, Dean Daniels, Susan Glass, Trey Godwin, Meredith Rogers, Mona Smith, Kristy and Lanair Worsham, Lanair Worsham Sr., Ross Worsham.

Absent: Ken Godwin, Greg Shiver, Laura Beth Tucker, Rick Waters, Tonya McDaniel  
Dean Daniels opened in prayer.

**Gary Allen made a motion to approve minutes from September meeting with one correction about opting out of magazine sell. Dean Daniels seconded the motion. Motion passed.**

HEADMASTER'S REPORT: Ross Worsham

- Approximately 150 students honored Mrs. Carole Powell with flower memorial. Please keep family in our prayers. \$900 raised in dress down day for the Powell family
- 6 students ineligible for 2 weeks with NO Pass NO Play; Students will be tutored for 2 weeks in the subjects they are failing
- Teacher Certification changes are coming for 2018; working on a 1-3 year plan; Nancy Palmer
- School Improvement Plan underway
- PSAT will be given Wed. Oct. 19
- End of first grading period is October 14th

ACADEMIC COMMITTEE: Ross Worsham

- Ross appointed two sub-committees (1) Changes in Carnegie Units- Jennifer Good, Betsy Caldwell, and Andrea Stargel: (2) Serving students with certain learning disabilities with Westwood College-Prep curriculum – Fran Sheffield, Holly Layton, and Jenny Smith

CHAIRMAN: Lanair Worsham for Laura Beth Tucker

- \$110,000 pledges to date for GOAL
- Working on grant applied for in the amount of \$14,000 for Elementary Technology Lab
- Asking Board members to assist with GOAL visits to potential donors
- GOAL ePostcards to be emailed tomorrow to all 2016 donors yet to renew for 2017
- Preparing new follow-up Teacher Survey
- Asked Gary Allen to compare our contract with several smaller private schools to improve our collections procedures

ATHLETIC COMMITTEE: Dean Daniels

Discussed budget for basketball uniforms. Ross and Jennifer will work on changing Athlete student contract to "Student Contract" to include all students.

BUILDING/GROUNDS COMMITTEE: Lanair Worsham Jr.

Repaired auditorium A/C unit. It would be \$17000 to replace

FINANCE COMMITTEE: Meredith Rogers

- Lunch and daycare balance letters were sent by Ross to parents past due.
- 3% convenience fee for use of credit cards begins November 1, 2016

**A Motion from committee was made to accept Budget for 2016-2017 with the amendment with payroll expense fixed. Krist Worsham seconded motion. Motion passed.**

FUNDRAISING COMMITTEE: Chip Davis

- Met October 12, 2016 with Laura Beth Tucker, Lanair Worsham, and Gail Lee
- Discussed **Amazon Smile**. Gail Lee agreed to look into it and get us signed up for .5% donation to school on Amazon purchases made by anyone using Amazon
- Time to start visiting large donors for end of year donations
- Chip is sending the monthly donor request letter asking \$40 per month donations.
- Michael Shiver, David and Ashley Griner are handling the BOSTON BUTT sale on December 15-16
- Discussed GOAL and ways everyone can contribute

RECRUITMENT/RETENTION COMMITTEE: Mona Smith -no report

STRATEGIC PLANNING COMMITTEE: Rick Waters absent

- Vision and Mission Statement developed
- Drafted several goals
- Next step is to prepare specific objectives to implement to achieve goals
- Next meeting in November 7

BOOSTERS: Tonya McDaniel -no report

GRANDPARENTS CLUB: Lanair Worsham Sr.

- Selling tickets for Fall Festival Raffle
- Working on cooks and volunteers

PTO: Kristy Worsham

- Fall Festival packets sent home to parents & on Bloomz
- Held 1<sup>st</sup> PTO meeting Monday Sept. 26, 2016; discussed Bloomz, PowerSchool, watched Drama Club performance
- King & Queen contest underway
- Fall Festival is Saturday November 5, 2016 5:30-9:00 – Board members need to sign up for volunteer times to work in addition to their parent time.

PTO REP/PARENT ADVISORY COMMITTEE: David Cooper

- Website should be up and running soon
- PAC met October 11, 2016
- PAC's primary focus at this time is helping to organize school policies. PAC is confident that having all policies in a single document and providing that document to all families will help alleviate confusion and misinformation. PAC will be working with Paige Johnson on this in the coming months. PAC discussed security issues at the school and have several recommendations:
  - Consider school wide intercom system
  - Consider the use of radios for teachers that are typically outside of the buildings
  - Consider re-keying of school locks periodically
  - Consider periodic background checks on all employees (every 5 years)
  - Ross Worsham added that Terrell Academy did a buzz in system for approximately \$2000 per door

OLD BUSINESS: None

**NEW BUSINESS: Dean Daniels made a motion to accept Prom Policy with addition to say that no-one will be allowed to leave until 10:00 p.m. Chip Davis seconded the motion. Motion Passed.**

EXECUTIVE SESSION

Meeting adjourned

Mona H. Smith, Secretary \_\_\_\_\_

Laura Beth Tucker, Chairman \_\_\_\_\_