

WESTWOOD SCHOOLS
BOARD OF DIRECTORS MEETING NOTES
August 17, 2016

Board Members present: Gary Allen, David Cooper, Chip Davis, Dean Daniels, Susan Glass, Ken Godwin, Trey Godwin, Meredith Rogers, Greg Shiver, Mona Smith, Laura Beth Tucker, Rick Waters, Kristy and Lanair Worsham, Lanair Worsham Sr., Ross Worsham. Absent: Tonya McDaniel

CHAIRMAN: Laura Beth Tucker announced Ross' birthday and Kristy Worsham presented him with a gift basket from the Board. Dean Daniels opened in prayer.

LB asked Board to please be in prayer for Tonya McDaniel whose mother passed away this week. Welcome Gary Allen as our newest board member. We appreciate Rick Waters service as Chairman.

Laura Beth Tucker stressed that as board members, we all have signed a Commitment Agreement & Confidentiality Agreement.

Jennifer Good and Laura Beth Tucker prepared report documenting that our top 12 students of the Class of 2016 received \$140,000 in scholarships, HOPE and Zell funds.

We need a volunteer to attend September 1, 2016 GOAL meeting in Atlanta.

The Monsato Grant is due November 30, 2016. Meredith Rogers and Ken Godwin will complete grant documentation by deadline.

Laura Beth Tucker distributed a sign-up sheet for participation in the GISA workshops.

Paige Johnson provided EXIT surveys for our review.

Rick Waters made a motion to accept June & July 2016 minutes and Susan Glass seconded motion. Minutes were approved.

HEADMASTER'S REPORT: Ross Worsham

- Enrollment at 343
- Teacher morale improving; understand why changes were made
- Kick Off Banquet went smoothly. Food was good, flow was smooth, again a big thank you to Duane Bentley
- Cottage meetings were positive
- Alan Fender has made a good impression on staff already; good attitude & communicates well with teachers

Headmaster duties will be delegated as follows:

- Pam Dean has agreed to handle testing calendar to maintain the rule of only 2 test per day for students
- Jenni Smith will clean and maintain the cooler of water provided for students
- Al Timmerman will be responsible for maintenance staff
- Linwood Griner will handle Google school calendar
- Vicki Davis & Paige Johnson will handle the website upkeep
- Holly Layton will handle daycare scheduling & billing
- Nancy Palmer will handle staff development opportunities

- Fran Sheffield will work with the Academic Committee
- Grandparents' Club will handle GOAL contributions
- Cody Gainous, Youth Minister at United Methodist Church, will lead Fellowship of Christian Athletes(FCA) with the first meeting on August 21
- Casey Petruszak will handle Jr. High Student Government
- Jennifer Good will handle High School Student Government
- Deana Rogers will handle Y Club
- Vicki Davis will continue to lead Honor Society
- Azalee Vereen with Drama Club

FINANCE COMMITTEE: Meredith Rogers

Semi annual tuition payments coming in now; thus line of credit is reduced.

Committee should have budget ready for approval at next month's meeting. Lanair Worsham Sr. expressed the board needs to play an active role to reduce debt.

Meredith Rogers reported we should be in better position at next year's end due to the \$250,000 budget cuts. Budget was based upon 331 enrollment, and currently we are at 343.

FUNDRAISING COMMITTEE: Chip Davis

First Wednesday of the month will be there regular meeting at 5:00 p.m.

They are working on building a calendar to prevent some overlap of fundraisers. We added \$100 fee to opt out of selling magazines per child (\$200 max per family).

Committee preparing profit/loss analysis for all fundraising events. We are getting about \$10,000 a year for annual monthly donor funds and need to promote more to families. David Cooper asked them to give options other than bank draft. Susan Glass sold 525 t-shirts with a \$4600 profit.

STRATEGIC PLANNING COMMITTEE: Rick Waters

Focus Group meetings were held for Board, Teachers, Parents, Community Leaders and Alumni. Will meet with Students next. Laura Beth Tucker plans for facilitator to meet with key staff to complete this process. Jenny Bostick is analyzing findings.

Next, a Strategic Planning committee will be appointed to develop goals and plan for next 5 years.

ATHLETIC COMMITTEE: Dean Daniels

All members came to meeting. After discussion, they requested that Jennifer Good work on a plan for all athletes to have a PE weightlifting plan. Derrick Harris is to get information out to parents about Gail Lee as assistant coach. They discussed asking coaches for a wish list to work toward. Dean Daniels followed up with Melea Davis at Chrysler dealership on a show car. Her ability to have one is based on their sales. Dean let her know we would be ready when she makes it happen. We worked an advertisement for Phoebe into our Westwood Sports Program. Their ATC team will go with us to home & away games. Michael & Greg Shiver hosted a meeting at Fyzical with Dr. Pilcher. Recreation Chairman, Reggie Bostick, contacted Ross about the appearance of the football field for August 12, 2016 game.

BOOSTERS: Dean Daniels for Tonya McDaniel

\$1800 was made on Tshirt sales; they plan to sell pom poms & fans; Crystal Hawley will now handle both football and basketball concessions. \$6200 season passes was sold (40 family, 5 single). We hope to keep Duane Bentley assisting with Kick Off Banquet. Crystal is working with the Coca Cola Rep to get a larger cooler & some smaller rolling coolers.

BUILDING/GROUNDS COMMITTEE: Lanair Worsham Jr.

Roof is fixed again. WiFi thermostat controls have been installed. There is no set day for mobile building to be moved. Lease expired.

RECRUITMENT/RETENTION COMMITTEE: Greg Shiver & Mona Smith

We would like to plan to attend a staff meeting to ask teachers to communicate to us any families that need retention followup. We believe assigning families to board members is still a good communication tool. We will get a list from Paige Johnson & assign board members.

PTO: Kristy Worsham

Teacher luncheon went well. The Boo Hoo Breakfast went well. At cottage meetings, old Cat Cave inventory was sold for \$780 which went to Rose Godwin for general fund. Kristy is looking into selling fitness shorts & shirts to raise money. They are busy planning Fall Festival. Some things may be switched around due to class sizes for different booths. First PTO meeting is planned for September 26,2016 and working on having Vicki Davis instruct us on Bloomz & Powerschool. Susan Glass volunteered to help with door prizes. Board expressed appreciation to Kristy Worsham for all the hard work that goes into the beginning of the school year events(work day, teacher luncheon, cottage meetings etc)

PTO REP/PARENT ADVISORY COMMITTEE: David Cooper

Committee meeting was used as one of the FOCUS group meetings. Their kickoff meeting will be Sunday August 20, 2016 to prioritize a plan for the year.

ALUMNI RELATIONS COMMITTEE: Laura Beth Tucker

We are in process of looking for a Chairman for the Alumni Relations Committee.

GRANDPARENTS CLUB: Lanair Worsham Sr. – Plan to meet in September;

Laura Beth Tucker asked him to do an overall assessment of the front campus appearance and recommend improvements.

OLD BUSINESS: Any Board member, who has not paid their \$30 for teacher luncheon, needs to pay.

NEW BUSINESS: Rick Waters brought up parent concerns about security in elementary. Ross to ask Johnny Hendricks to come earlier to direct traffic. Shirley Singleton & Laura Vann are volunteers helping at elementary. Rick Waters suggested that we look into getting a security door with a camera for both buildings.

Meeting adjourned.

Board went into Executive Session.

Mona H. Smith, Secretary _____

Laura Beth Tucker, Chairman _____