

WW Board of Trustees Meeting Notes
Nov. 15, 2017

Present: Ross Worsham, Laura Beth Tucker, Christy Ward, Greg Shiver, Lanair Worsham Sr., Susan Kiegans, Tonya McDaniel, Gary Allen, Heather Cox, Susan Glass, Chip Davis, Steve Collins, Meredith Rogers, Courtney Rubendall

Absent: Ken Godwin, Cader Cox IV, Lanair Worsham Jr., Dicksy Hinesley, David Cooper

Laura Beth called meeting to order and opened with prayer.

Susan Glass motioned to approve the Oct. minutes, second from Tonya McDaniel. Approved.

COMMITTEE REPORTS

Headmaster Report – Ross Worsham

- We had a great crowd at our annual Fall Festival! Thank you to P.T.O. and Grandparents!
- Thank you to the annual staff and Mrs. Betsy! The WW pageant was well attended and enjoyed by all.
- Congratulations to Mrs. Azalee and our One-Act participants, they are Region 3AA Champions! The state competition is Thurs. 11/16 in Vidalia GA.
- Veterans Program was a success, with about 35 veterans in attendance. Our student participants did a great job.
- Westwood Giving Day is Dec.14th. K3-12 will be participating in community services projects throughout the day.
- Mrs. Vicki Davis and students attended conference in Dubai and are currently traveling back home.
- 7th and 8th graders will be traveling to Washington D.C. Dec. 6-8.
- Our student government has elected 2017/18 officers. It is the goal that the 2018/19 student government organization will hold campaigns and elections in which the student body will vote for officers.

Chairman's Report – Laura Beth Tucker

Kicking off Annual Capital Campaign on December 14th

- Applied and received \$5,000 ADM grant for agriculture education project
- Applied and received \$25,000 from anonymous grant fund
- Submitted large grant application on Nov 1st
- GOAL as of 11/8/17 = 46 enrolled \$304,975; Board members and GOAL Committee committed to sign up for 100% participation

Academic Committee – Susan Glass:

- Met 11/6/17
- Feb 27th, 2018- Westwood will be offering the ACT here; the AC will provide breakfast that morning.
- MOWR: Students are signing up for the Spring semester
- Accomodations: Fran and Dicksy monitoring students; considering better utilization of lab services in middle/high, as HS students are not frequenting lab as they had in past years. Discussed 6th/7th grade study skills/organizational skills being taught (where is this concern to be addressed, lab vs. classroom).
- Teacher re-certification process has begun. Formal observations begin next week. RESA will be working with our teachers in the next few weeks incorporating technology and current plans.
- Holly/Rose Mary are doing iPad training with the teachers on Nov. 28th.
- Dicksy is working on scope/sequencing pacing charts for all grades/subjects.
- AC discussed assisting Ross in bringing in more Christian speakers. AC considering RECOMMENDING THE FORMATION OF A GROUP OF PARENT VOLUNTEERS WHO HELP ASSIST HEADMASTER WITH PROGRAMS.
- Robotics update: Look at implementation in 9th grade class. AC to order one kit for teacher to evaluate.
- THE COMMITTEE WOULD LIKE TO REITERATE ITS COMMITMENT TO ASSISTING IN STEM IMPLEMENTATION AT WESTWOOD, AND THE EXCITING POSSIBILITY OF HIRING A STEM TEACHER FOR THE SCHOOL.
- To research with Technology Committee the future digital plan for online textbooks/testing.
- Ross reviewed Westwood's admissions requirements and procedures. Testing materials were discussed along with the process from start to finish. Mrs. Grace and Dicksy are both actively involved with each student application.

Alumni Committee – Susan Keigans

- Alumni sign-up table at WW Fall Festival; Gathered 60 emails - consider that a success!
- Committee met 11/15 (prior to board mtg). Looking at identifying contacts for each class (2 per class), then moving forward with alumni newsletter.

Athletic Committee/Booster Club – Tonya McDaniel

- Meals for JV & Varsity State Cross-Country Teams. Athletes stated appreciation for “goodie bags”.
- Meals for Region play-off game for Varsity Football
- Meals for Varsity Cheerleaders for Region Play-off game
- Athletic Awards to be given out will be 110% Award and Wildcat Award for all sports
- Working with Coach Derrick to earmark collections on Gym banners for future basketball needs
- Paid enrollment fee for Tennis workshop for Coach Casey
- Athletic trainer, Kadema Cooper, is utilizing fund established for supplies.

Building / Grounds – Lanair Worsham, Jr.:

- Replaced oven in lunchroom
- Having issues with floor in commons. Will repaint over Thanksgiving Break.

Communications/Marketing – David Cooper

- No report

Finance/Fundraising/GOAL – Chip Davis

- Magazine expenses not available yet; emailed reminder letters to 46 families that did not participate
- Duane Bentley sent out orders for sheet sale. Opt out available.
- Boston Butt sale underway.
- NHS selling poinsettias
- Committee approved sale of banners in gym.
- Thank you to Grandparents Club for successful raffle ticket sale.
- Reminder to enroll in Amazon Smiles. We are designated as “Camilla Schools.”
- Lunchroom is operating with a deficit. Much of the loss can be attributed to fewer students and consistent increasing cost for goods and services.
- Chip praised Ross for keeping fall athletic finances \$10,749 under budget.
- Board reviewed/discussed bids from local insurance providers and compared cost/coverage.

Recruitment/Retention – Greg Shiver

- Time for Board letters to families-will post on BLOOMZ

Grandparents - Lanair Sr.

- Held meeting on Monday, 11/6/17
- **Sold 520 raffle tickets (\$42,000) and Chili booth profit \$2,000**
- **Grandparents Club voted to pay \$50,000 on building note (HUGE THANKS TO GRANDPARENTS!!!!)**

PTO – Heather & Cader Cox

- Successful Fall Festival!!! Net Profit Total \$13,816.79.
- Held an assembly to announce King and Queen winners. **The winners were Sally Sapp and Aubrey Flury.** 24 students raised \$10,021.55.
- Continue working on Giving Day (12/14). T-shirts currently on sale, orders due 12/1.
- Cotton Candy PTO treats given to teachers on 11/6.
- Planning meeting to discuss with parents: SCRIPS training, BLOOMZ training, PowerSchool and GOAL

PTO Parent Representative:

- Fall Festival
- Butterfly Garden-Beginning the process of restoring the garden between the Auditorium and Upper Elementary. Meeting TBA with grade moms.

Parent Advisory Committee:

- PAC suggests more Christ-centered activities in the school. Examples included FCA in both high school and middle school; more attention/organization for See You at the Pole (FCA is present on the campus in both high school and middle school according to Ross. FCA Advisor, Andrea Gainous with Camilla United Methodist Church, meets with members at school).
- PAC suggests that all extra-curricular activities and clubs offered by the school should be made clearly known to both students and parents. Consider updating Westwood website to include club information; posting activities/clubs on Bloomz in August; and possible activities “fair” encouraging student participation.

Strategic Planning – David Cooper

- Submitting operational plan document for comments with the committees before presenting it to the board, tentatively scheduled for the December meeting.

Technology – David Cooper

- Insurance check for lightening claim \$6,458.00 received; ½ of claim; balance to be paid upon purchase of equipment.

Bylaw Review Ad-Hoc Committee – Meredith Rogers

- Bylaw Committee met; proposed amendments to be discussed.

New Business:

Bylaw Committee recommendation: Meredith Rogers, Chair

Meredith Rogers presented proposed Bylaw Amendments: Board discussed proposed bylaw amendments. Committee will meet again to discuss board comments. Will present amendments at December meeting.

Finance Committee recommendation: Chip Davis, Chair

Recommended an increase in lunchroom prices effective January 1st. Second by Susan Kiegans. Motion passed.

Finance Committee recommendation: Chip Davis, Chair

Recommended to pursue comprehensive insurance coverage for Westwood Schools from Rock Insurance Agency if quote still valid. Second by Tonya McDaniel. Motion passed.

Board Chair noted:

-There is an upcoming informational meeting with Kent Copeland, GICAA and other staff of this association.

Respectfully submitted,

Courtney Rubendall