

WW Board of Trustees Meeting Minutes
September 19, 2018

Present: Kevin Cloud, Laura Beth Tucker, Christy Ward, Greg Shiver, Lanair Worsham Sr., Tonya McDaniel, Susan Glass, Cader Cox IV, Heather Cox, Chip Davis, Steve Collins, Courtney Rubendall, Lanair Worsham Jr., Dicksy Hinesley, David Cooper, Gary Allen

Absent: Susan Keigans

Lanair Worsham Jr. called meeting to order and Chip Davis opened with prayer.

Gary Allen made the motion to approve the minutes, second from Cader Cox IV, Motion passed.

COMMITTEE REPORTS

Headmaster Report – Kevin Cloud

- 1st progress reports have gone out. I was given a list of those who are failing and am meeting with students as needed 1-1.
 - We have completed curriculum/pacing meetings in HS/MS, except for Science, and for 2-5th grades.
 - Betty Shiver conducted a vertical planning meeting with 2-5th teachers for one hour on September 13th. Susan Glass made arrangements for substitute coverage.
 - Professional Development – Chelsa and Alyx continue their year-long STEM training, On Oct. 8th we will have a half-day, on-campus stem training for k-5th grade teachers.
 - Will meet with them, this week, about proceeding with Robotics / 3-D printing.
 - Have reached out to the GISA for guidance on consultants and or school visits relative to possible improvements in our science labs.
 - Homecoming parade 1:30 and Pep Rally
 - Dance after game on Friday @ 10:30 in cafeteria
 - Gate Project is complete and Bathrooms are coming along and nearing completion.
 - School has been recognized by **GOAL** for **Greatest Gain Achieved – Congratulations to Laura Beth, Goal Committee and Board.**
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Curriculum/College Guidance – Dicksy Hinesley

- SAT – currently there are 7 seniors who have not taken SAT, however, 3 of those 7 are new students whom which Dicksy has not yet been given access to those records. There are a few juniors who have not taken the SAT.
- ACT – we typically receive a “college readiness” letter early fall each year. As of today, we have not received a letter.
- Attended a College Board meeting for training – very informative and useful
- ERB Report: ERB (Educational Records Bureau) CTP (Comprehensive Testing Program) –administered to 1st-8th grades. BOT reviewed and discussed results/class progress/strengths/weaknesses. ERB will be launching 5th edition this year, and gave advance notice that test will be more difficult, increasing “depth of knowledge” level, which will force students to use critical thinking skills.
- UGA admissions representative will be here Thursday.
- Senior meeting next Tuesday – will discuss transcripts, FERPA, privacy act, etc.

Chairman's Report – Lanair Worsham

- Communications from staff/parents on adopted policies – What is the proper board response?
- Reviewed/discussed board protocol
- Handbook – updating and reviewing still ongoing
- Working with David on online document storage for the board (Office 365)
- BOT – support and promote “Grandparent Raffle” sale

Academic Committee – Susan Glass

- 10 posters were printed with our definition of Academic Excellence for 2018-19. These were given to Kevin and will be placed around the school: *As a Westwood student, through my continuous effort and support from my teachers and family, I will fulfill my academic, spiritual, and social potential.*
- Monthly Questionnaire was discussed
 1. SAT/ACT/DE: Dicksy to present data to board in Sept. meeting. The SAT will be given at WW on March 6th, 2019 and SAT prep will be set up by Fran Sheffield 2 weeks prior for the 10th & 11th graders. DE courses on track. The DE participation document was discussed and the committee wanted to ensure it was included in the student handbook. Other academic items in the handbook will be verified.
 2. Admissions Info: No students tested.
 3. Progress reports: Went home Sept. 11th. All students and student athletes are being monitored. Student athletes must be passing all classes at report card time to continue participating in their sport.
 4. Academic News: Kevin has paired new teachers with mentor teachers. Teacher collaboration/mentor teacher meetings have begun with the 2nd-5th grade teachers meeting last week Betty Shiver. Thank you to our volunteer parents who came to watch their classes during lunch. These meetings will continue during the school year.
- **STUDENT SUCCESS PROGRAM:** Jan 1st is date for rough draft of program.
- Prayer cards were completed and given to each committee member. We are committed to pray for the group on our cards for the month.
- Offering more AP courses was discussed by the committee.
- A set meeting time was chosen for the FIRST TUESDAY OF EACH MONTH AT 5:00!!! NEXT MEETING WILL BE TUESDAY, OCTOBER 2ND AT 5:00 IN THE LIBRARY.

ACTION ITEMS

- Pray for groups on our cards.
- Kevin will call committee members to assist in hanging new posters.
- Make sure DE agreement is in the handbook
- Look over Academic items in the handbook for verification.

Alumni Relations Committee – Susan Keigans

- We continue to work on gathering alumni contact information of all graduating classes from Westwood

Athletic Committee/Booster Club – Tonya McDaniel

- Softball fundraiser is coming to a close, thanks to all who continue to support it.
- Kickoff banquet was a success
- Thanks to Pinecliff Cotton Gin for donating the meat & Rusty McDaniel for cooking the pork butts.
- Booster Club sponsored football team and cheerleader meals for Piedmont game.

- Huge thanks to Frank Faircloth For sponsoring the charter bus for football team and cheerleaders.

Building / Grounds – Cader Cox

- Small repairs are ongoing

Communications/Marketing Team – David Cooper

- Working on Logo development – cleaning up old logos, which will then be presented to BOT, who will then determine if we will use old/former logo or proceed with design of a new logo.

Finance/Fundraising – Chip Davis

- Gary Allen made motion to approve finance report, second from Greg Shiver. Motion passed.

GOAL/Grants – Laura Beth Tucker

- Attended GOAL meeting in Atlanta with Lanair Jr – 9/13/18
- Received “Greatest Gain Achieved Award” out of 136 schools
 “This award recognizes the school with the most significant increase in GOAL funds raised over the prior year. For 2017, there was a clear winner in this category, as a school in Southwest Georgia literally ***quadrupled their best previous results***. Frankly, members of their board got involved and set an ambitious goal. We were watching from behind the scenes in amazement. The 2017 Greatest Gain Achieved Award goes to Westwood Schools in Camilla.”
- As of 9-19-18: 43 supporters @ approx. \$136,000
- Applied for \$5,000 grant from GA Council for the Arts for series of art education events; announcements of awards in October

Grandparents - Lanair Sr.

- Bathrooms – approx. 2 more weeks of work expected
- Raffle Tickets on SALE

PTO – Heather Cox

- Fall Festival T-Shirt Contest underway
- King and Queen fundraiser will begin October 1st
- Fall Festival planning is in full swing
- September PTO birthdays
- Seeking “sponsorships” for fall festival – helps to offset overhead cost

PTO Parent Representative - Christy Ward

- Coordinating new grate installed in front walkway
- Garden Mom meeting
 - Grades 1-5 have garden moms that will over-see the up keep of the butterfly garden

- Garden Mom books made and distributed
- Checked in with elementary teachers
 - Stick vacuums purchased for each classroom in upper elementary
- Teacher treats placed in lounges
- PTO planning with Heather Cox and Kristi Worsham
- New Family texts
 - Each new family will receive periodic texts throughout the year
 - Tara Childress is assisting with the Middle School and High School families

Parent Advisory Committee - Christy Ward

- PAC recommends the Board and Kevin continue to look at dress code to clarify any discrepancies.
- Middle School Children with no place to go after school.
 - What/Where is a safe place for them to be after school hours?
 - Possible ideas: helping in Daycare; supervised in a room with NHS students; completing service projects.
- Varsity involved in MS/Elementary activities
 - Great idea! Parents loved seeing the HS athletes involved in the MS/Elementary

Recruitment/Retention – Greg Shiver

- Will set committee meeting date soon
- Working on getting AED Defibrillators up to date and then designated for various locations on school grounds.

Strategic Planning – David Cooper

- Setting meeting dates – to coordinate with Kevin

Old Business:

- Westwood Financial Assistance Committee - Chairman, Lanair Worsham Jr., presented draft of committee guidelines. BOT will revisit for potential inclusion in the by-laws.

Meeting Adjourned

No Executive Session

Respectfully Submitted,
Courtney Rubendall