

**WW Board of Trustees Meeting Notes  
October 16, 2019**

Present: Kevin Cloud, Christy Ward, Lanair Worsham Sr., Tonya McDaniel, Steve Collins, Courtney Rubendall, Lanair Worsham Jr., Susan Glass, Dicksy Hinesley, Chip Davis, Cader Cox IV, David Cooper, Harrell Rackley, Heather Lanier

Absent: Laura Beth Tucker, Ashley Griner

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

Cader Cox IV made the motion to approve the minutes, second made by Tonya McDaniel, motion passed.

## **COMMITTEE REPORTS**

### **Headmaster Report – Kevin Cloud**

- Homecoming activities all went well with no reported disruptions.
- This Monday we had our teacher in-service meeting that focused on Classroom Management. We will have follow up in-service on the same topic on January 3<sup>rd</sup>.
- 1<sup>st</sup> Round of the State Softball playoffs have been rescheduled for this Thursday due to weather concerns. 2nd round would be Saturday at Piedmont in Monticello.
- The PSAT was administered today 10/16 to 10<sup>th</sup> and 11<sup>th</sup> graders.
- We are currently looking into the GISA benefits center that has been set up. If it works out it will give our employees the opportunity to get health, vision and dental insurance through the GISA group. There are still a couple of hurdles to overcome to make this possible.
- The school was just awarded a grant from the Disaster Relief Committee for Hurricane relief. The money has been allocated to repair fencing on the back of the property and to replace gutters in the MS/HS courtyard. Thank you to Laura Beth Tucker for her work on this.
- We will have a dress down day on the 22<sup>nd</sup> for the family (MacPherson) of a Westfield student who lost his mother following a football game a couple of weeks ago.
- We will host a blood drive on the 22<sup>nd</sup> as well.
- The Fall Festival is coming up on the 26<sup>th</sup>.
- I will be attending the VSU job fair on Oct. 31<sup>st</sup> with the hopes of networking with education students and faculty.
- I along with other staff members will be attending the Georgia Educational Technology Conference November 5-7
- We will host our Veterans Day program on November 8<sup>th</sup> at 9:00 a.m. We are doing it then so that we do not conflict with other local observations.
- On November 11<sup>th</sup> I will be attending the GISA conference –South at Valwood.
- Before our next meeting, we (admin staff) will look to have a work session to evaluate the current handbook and offer suggested changes to the Board prior to our November meeting.
- Five-year accreditation process - putting together required information now

### **Curriculum Director – Dicksy Hinesley**

- Attended GACIS Sept. 26-27
- DE paperwork due 10/18
- Senior DE students attending on-campus DE only during 2<sup>nd</sup> semester. All of them will be taking “Financial Literacy” here at WW.
- Transcripts – updating constantly
- Sophomores – setting up College Board and GA Futures accounts
- Seniors - FAFSA meeting, held by GA Futures on 10/15/19
- Scholarships being sent out on BLOOMZ
- PSAT – held today for 10<sup>th</sup>/11<sup>th</sup>
- SAT words are being posted in common area (5 per week).

- Report cards go out Monday

### **Chairman's Report – Lanair Worsham**

- Met with Kevin and discussed several issues
- Prioritizing upcoming expenditures on building and grounds improvement
- GOAL sign up
- Annual campaign

### **Trustees Committee - Susan Glass**

- The Trustees Committee met on September 23, 2019.
- We wrote our purpose to present to the Board, and added some additional wording that we would like to recommend to our by-laws committee about board member qualifications. The Purpose Statement will be put in the official minutes
- Our committee would like the mission statement of our school to be added to each board meeting agenda, following the Bible verse.
- The chair of the committee met with Kevin last week to go over our committee's work.
- The committee has items of new business with 2 trustees' term limits expiring.

### **Alumni Relations Committee – Heather Lanier**

- “Alumni Tab” on website - Travis Moss will help with this endeavor. Protecting Alumni information is a priority.

### **Athletic Committee/Booster Club – Tonya McDaniel**

- Football team has taken chartered buses to 3 games: 1<sup>st</sup> game – school paid, 2<sup>nd</sup> game – Booster club, 3<sup>rd</sup> game – Donor. On each occasion, individuals (parents/players) paid for all of their meals.
- JV Cross Country was provided dinner at their state meet in Newnan GA.
- Crystal Hawley is doing Recreation Department concessions. Students can earn NHS hours by volunteering.
- Discussion took place over issue of paying others to work assigned game shifts or NOT showing for assigned shifts. How can we better regulate this matter?

### **Building / Grounds – Cader Cox**

- No Report

### **Technology/Marketing/Strategic Planning – David Cooper**

#### Strategic Plan:

- Committees should be meeting this month to update the operational plan
- All committee members will meet in November to discuss additions/deletions to the operational plan
- Still on track to have finalized operational plan completed to present to the board at the December meeting

#### Marketing and Communications:

- Committee met on 10/8
- The next item we are working on is an updated trifold flyer to give to prospects. We will work on that and review with Kevin. We hope to have this finalized in a few weeks.
- Since there is much overlap with this committee and other committees, we would like to stay in the loop on all marketing and communication activities. While Kevin will always have the final approval, we would like to be in the loop to prevent duplicated effort and to help insure consistency. The easiest way to accomplish this is to have committee members on both committees. For instance, Steve Shiver is on both the Marketing and Communications committee as well as the Alumni committee.

#### Technology:

- We are working with Blough tech to recover the passwords of the school's Instagram and Facebook accounts. This information was not in what was turned over by Vicki when she left.

- We working with PowerSchool on changes to the online registration process for next year. Paige kept track of issues that we found last year and we are going to get those cleaned up for this year.
- Blough Tech is now hosting our website
- I am still looking into online payment methods and will try to have something to present to the Finance Committee soon. See “New Business”

#### Finance/Fundraising– Chip Davis

- Transitioning to QuickBooks is ongoing.
- Motion from David Cooper to approve the August/September finance reports. Second made by Tonya McDaniel. Motion passed.

#### GOAL/Grants-Laura Beth Tucker

- Received \$9,500 grant for disaster relief.
- SIGN UP FOR GOAL

#### Grandparents - Lanair Sr.

- Selling fall festival tickets - please help get them sold.

#### PTO – Christy Ward

- Fall Festival planning is ongoing.
- Board Members - sign up for shifts at entrance, ticket booth, or bank.
- King and Queen is going well.
- Door Hanger fundraiser made enough profit to purchase 3 water bottle filling stations, 1 for each building.
- Digital sign(Hwy 19) - \$120 per week, advertisement remains for 8 seconds

#### PTO Parent Representative – Ashley Griner

- No Report

#### Parent Advisory Committee – Ashley Griner

- Next Meeting tentatively scheduled for November 10.
- No new concerns from committee members since last meeting.

**\*Boston Butt sales will begin November 4. Order forms will be sent home to each student, Bloomz Post and in person to local businesses. Cook date will be December 18. Delivery Date will be Thursday morning, December 19, during Cats Care. Mrs. Azalee has been contacted re: allowing Seniors to assist with delivery. SPREAD THE WORD.**

**100% of proceeds will go to replace exterior doors (from wood to metal) on upper elementary building. Discussed with Kevin quotes for this project.**

#### Recruitment/Retention – Christy Ward

- FB campaign - spotlighting young alumni in the medical field should begin 10/17
- Elementary Open House scheduled for Nov 23<sup>rd</sup>.
- Researched the cost of advertising WW events on the digital marquis on US 19 S.

#### New Business

- Discussion took place on whether to increase work day fines.
- **RECOMMENDATION** from David Cooper to proceed with implementation of “PayPal” for online payments. Second made by Chip Davis. Motion passed
- By-laws concerning board members end of term (pg.2 of 7): “At the end of a member’s first (5) year term, the member may choose to come off the board or to resubmit his own name for nomination for an additional five (5)

year term...If a member resubmits his/her name for nomination for a second five-year term, the nominating committee shall have the option of submitting an additional name for consideration to the full board in addition to the name of the current member. A vote of the full board will then be held by secret ballot with a majority of the members present having to approve the member's second term or to approve the other name submitted by the nominating committee if, in fact, an additional name has been submitted." **Laura Beth Tucker and Susan Glass are at the end of their first 5-year term, and are seeking a second 5-year term. No additional names are beings submitted by the Nominating Committee. A secret ballot vote of YES or NO was held for the above-mentioned board members. We welcome Laura Beth Tucker and Susan Glass back for another five (5) years.**

Motion made by Chip Davis to adjourn, second made by David Cooper.  
Meeting Adjourned