

**WW Board of Trustees Meeting Notes  
November 21, 2019**

Present: Kevin Cloud, Christy Ward, Tonya McDaniel, Steve Collins, Lanair Worsham Jr., Susan Glass, Dicksy Hinesley, Chip Davis, David Cooper, Ashley Griner, Harrell Rackley, Heather Lanier

Absent: Cader Cox IV, Courtney Rubendall, Laura Beth Tucker, Lanair Worsham Sr.

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

## **COMMITTEE REPORTS**

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

- We had a successful tiny miss and little miss pageants this past Sunday.
- We conducted our first open house yesterday 11/20. Our next one is scheduled for January 15<sup>th</sup>.
- K-4 students had their vision screening this morning, 11/21.
- All fall sports, with the exception of shotgun, have wrapped up and basketball practices have begun.
- Our fall sports program is scheduled for 12/10 @ 8:15
- Exams are scheduled for December 16-18 and our White Christmas program is scheduled for December 19<sup>th</sup>.
- Campus projects – gym lighting in need of being replaced (LED is preferable). Work on our fencing located at the back of our school property that was destroyed by the hurricane has now been completed.
- We have purchased a new 14 passenger bus that should arrive soon. Thank you to the Grandparents Club!
- Other projects that we continue to pursue are - MS/HS library, science building roof, Gym roof (priority) and insulation, weight room insulation, road sign, yellow bus seats
- Science lab renovation, elementary school playground renovation – planning still in progress
- I met with leaders from both GISA and GAPPS last Thursday in Valdosta. There seems to be some positive discussions going on between the two organizations about future possibilities of a single organization. Shared with them my position that a single organization is important to viability of each league and would be important to us as far as travel, renewing regional competition with those we currently don't or can't and the financial impact of more regional competition.
- We reviewed the handbook and have noted a number of things that are being recommended for revision or change.
- Final Exams – count 10%
- Health Insurance – reaching out to other local schools in our region to possibly create our own “group”, perhaps making it more cost effective for our employees.

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

- One Act - placed 2<sup>nd</sup> in Region, 4<sup>th</sup> in State. Carson Williams and Slater Stringer both received individual awards.
- Thank you to everyone who helped make our Veterans Day program a success.
- DE – Getting ready for next semester
- Updating/sending transcripts daily, most seniors are up to date. It is my goal to have everything updated by beginning of Christmas break.
- Seniors are constantly being informed about scholarships.
- Out of 23 seniors, 19 have already applied to at least one school. Of those 19, 31 different colleges have been applied to, resulting in at least 23 acceptances so far!
- Looking at the possibility of updating our reading series. We polled our elementary teachers in order to gather opinions. We will plan on updating. Finding curriculum items is problematic.
- Orton-Gillingham – going very well

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

- GOAL sign up
- Annual campaign

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

- No Report

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

- Working with Ms. Caldwell to scan old annuals in so that we can do an alumni table at basketball games
- Working on alumni contacts
- Did some research on fees in relation to what other schools charge/handle. Our handbook is not clear on this issue.

### **Booster Club – Tonya McDaniel**

- No Report

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

- No Report

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

#### Strategic Plan:

- We have a meeting scheduled for 12/9 to finalize operational plan changes for all committees. I plan to present the updated operational plan to the board at the December meeting.

#### Marketing and Communications:

- The marketing committee is working on a new tri-fold brochure that highlights the benefits of Westwood. It will be finalized by January 15<sup>th</sup> and will go to print at that time.
- The committee plans to discuss some ideas with Kevin regarding marketing communications and how we can get participation from the staff and students with our social media presence. We will be discussing these ideas with him soon.

#### Technology:

- Paige and I have begun working with PowerSchool Registration to make the desired changes to the online registration forms for next year. In order to complete registration on time, handbook changes and tuition and fees need to be finalized by the December board meeting at the latest.
- PayPal – will set up a separate checking account to accommodate funds. Will be used on our website.

#### Work Day Fines Adhoc Committee:

- This committee has not met to discuss this topic to date. However, I have had discussions with some board members and others who have concerns with simply increasing punitive fines as a means of encouraging participation. The concern is that this can have a bad perception in the community. We need to develop some creative alternatives to encourage participation or to at least encourage parents to plan ahead and make arrangements to have their shifts covered.
- We will meet soon and present our recommendations to the board, no later than the December meeting.

### **Finance/Fundraising– Chip Davis**

- We are almost finished with a complete transition of our financials into QuickBooks.

### **GOAL/Grants-Laura Beth Tucker**

- Worked on preparing reports in right format for meeting
- Wrote and received two grants in Oct. totaling \$14,500
- Preparing to kick off GOAL 2020 and need volunteers from board to assist

### **Grandparents - Lanair Sr.**

- The new bus has been purchased and will be here in the next few days.

### **PTO – Christy Ward**

- Fall Festival – Net profit of \$29,733. \$3,000 in expenses, and \$2,000 from sponsorships!

- Received good feedback concerning “daytime” festival hours.
- Alumni spotlight being very well received. We would like to see it printed in newspaper.
- Classes received donut parties and teachers rewarded
- FYI (Bloomz post about pine straw) – someone is going to put out pine straw for FREE all around our school in January...THANK YOU!

#### **PTO Parent Representative – Ashley Griner**

- No Report

#### **Parent Advisory Committee – Ashley Griner**

- A PAC meeting was held on November 10th
- No complaints from parents on the committee. No one reported any concerns that had been heard/discussed.
- Questions brought up re: online payment for lunch account and other school related fees.
- *Since the meeting, concerns cont re: after school daycare for grades 6-8.*

**\*Boston Butt 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**

- Alumni Spotlight
- Lower Elementary Open House – went very well, families taken on tours of school
- We will target Moultrie and possibly host event in Cairo (Brookwood is doing a bus to Cairo).

#### **New Business**

- Tuition – November discussion with December approval. Finance committee provided information concerning tuition.
- Handbook – Discussion over current handbook wording and proposed changes.

Motion made by David Cooper to adjourn, second made by Christy Ward.

Meeting Adjourned