

WW Board of Trustees Meeting Minutes
January 15, 2020

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

Absent: Laura Beth Tucker, Ashley Griner

Lanair Worsham Jr. called meeting to order and Cader Cox IV opened with prayer.

Tonya McDaniel made the motion to approve the minutes, second made by David Cooper, motion passed.

COMMITTEE REPORTS

Headmaster Report – Kevin Cloud

- We have a current enrollment of 296 students
- We lost one student at the break (8th grade)
- We added an 11th grade, 8th grade and 3rd grade student at the break.
- The adjustments in Math seem to be going well so far. I will be meeting with those teachers to get feedback at the end of the week.
- We also are working on preparations for hosting the Region 3AA literary meet at ABAC on March 13th.
- We will have the new Fuller Street signage as well as the new doors to the Upper Elementary building installed on 1/20.
- Materials for the gym roof have been ordered by LRA. As soon as LRA has a delivery date we will schedule installation date.
- I have received the initial drawings from the architect (Aultman and Barrett) on the science labs. Will be meeting with them in early February to review.
- We will have a school holiday next Monday 1/20, Magazine Day will be 2/14 and we will have another school holiday on 2/17.
- Dress down day in memory of Devyn Newberry will be tomorrow 1/16.
- We will host a blood drive on 2/4.
- We will host Dinosaur Adventures, a portable, hands on museum, for our K5 – 5th grade students on 2/10.
- Valentines Booth will be held on February 13th since the Magazine day is on the 14th.

Curriculum Director – Dicksy Hinesley

- All schedules have been adjusted/altered to accommodate math class changes
- Report cards have been issued
- Dual Enrollment classes have successfully begun for the new semester.
- Young Scholars – Opportunity at UGA campuses, 6-week paid internship, applications due end of January
- FAFSA – meeting with parents held 1/13
- 9th grade students will be separated into Honor/College Prep tracts
- Scholarship opportunities available
- Recommendation letters sent continuously

Chairman's Report – Lanair Worsham

- Annual campaign

- Thank you to staff that stepped up to make the Math transition work for our students and the school
- Headmaster evaluation
- Registration will begin in February

Trustees Committee - Susan Glass

- Met with committee
- Two board members will roll off May 2020

Alumni Relations Committee – Heather Lanier

- Discussed Fine Structure for Mandatory Parent Work Events under section 6 of Parent Contract.

Booster Club – Tonya McDaniel

- No Report

Building / Grounds – Cader Cox IV

- No Report

Technology/Marketing/Strategic Planning – David Cooper

- Strategic Plan – Turning over to Kevin this week
- PayPal – Still working on web site. Hope to have it up by the end of the month
- Marketing – Sent information for new tri-fold to marketing people. Hope to have that finalized by early February and then send to print. Planning on another meeting this month.
- Technology – Registration changes are complete. Paige is ready to test it before opening it up to parents.

Finance/Fundraising– Chip Davis

- Motion from Chip Davis to approve the February finance report. Second made by Cader Cox IV. Motion passed.

GOAL/Grants-Laura Beth Tucker

- Not present, but provided GOAL Report to review and discuss.

Grandparents - Lanair Sr.

- No Report

PTO – Christy Ward

- Purchased teacher birthday gift cards January-July
- Purchased 4 swings for playground
- Purchased 3 water bottle filling stations
- PTO meeting scheduled for 1/27@ 6pm

PTO Parent Representative – Ashley Griner

- No Report

Parent Advisory Committee – Ashley Griner

- A PAC meeting is scheduled for 2/3/20. I plan to discuss how we can encourage/assist current and new families to get registered in a timely manner, as well as updates with online payment options so that the PAC members could possibly set aside a day/weekend to help new and existing families with online registration.

- Final Boston Butt numbers are \$8,850.62. We grossed \$14,430. Our only expenses were \$5,379.38 for the cost of the meat and \$200 for additional wood for the smokers. Already discussing with nearby meat companies (e.g. Jones Meat and Mikes' Meat Co. are just two we are talking with) the possibility of purchasing the meat at a less expensive rate for 2020-2021 school year. H&L Meats was the distributor we used this year. These monies will be used to purchase exterior doors for the Upper Elementary building.

Recruitment/Retention – Christy Ward

- Met with committee
- Billboard advertising looks great.
- Held an “Open House” in HS library 1/15
- Pursuing possibility of hosting an event in Cairo
- Consideration is being given on who/how to target Moultrie

New Business

- **Recommendation** from the Alumni Relations Committee to approve changes to the Contract for Enrollment: Section 6. Parent Volunteer Commitment for Westwood Parent-Teacher Organization (PTO) and Westwood Booster Club. Second made by David Cooper. Motion passed. This will be included in the 2020-2021 Handbook.
- **Motion** from Chip Davis to approve alterations and expansion of current Employee Handbook policies, as submitted by Headmaster, Kevin Cloud. Second made by Cader Cox IV. Motion passed.
- **RECOMMENDATION VIA EMAIL January 20, 2020:** Current wording concerning GOAL Tuition Assistance “the maximum allowable to be paid by GOAL is 50% of **TUITION.**” **Motion** from the Finance Committee to change “**tuition**” to “**CONTRACT TOTAL.**” This will then include our Technology Fee, Building Fee, and Raffle totals in the “contract total” and GOAL will then be able to pay up to 50% of those costs. Second made by Heather Lanier. Ten Email Votes of YES were received (quorum achieved). Motion Passed.

Motion made by Chip Davis to adjourn, second made by Cader Cox IV.

Meeting Adjourned

Respectfully Submitted,
Courtney Rubendall