

**Camilla Schools, Inc. or  
Westwood Board of Trustees  
Meeting Minutes  
August 18<sup>th</sup>, 2021**

**Present:** Keith Croft, Christy Ward, Laura Beth Tucker, Lanair Worsham Sr., Susan Glass, Christy Ward, Chris Nurmi, Hunter Spence, Heather Lanier, Kelley Smith, Lezlie Hay, Cader Cox, IV, Jessica Adams, Dicksy Hinesley, Lanair Worsham Jr, Harrell Rackley, Chip Davis, Ashley Burt, and Brent Collins.

**Absent:**

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Susan Glass called the meeting to order at 6:58 p.m. and Chip Davis opened with prayer.

Cader Cox, IV made a motion to approve the July 2021 board meeting minutes and it was seconded by Hunter Spence. All approve.

Ashley Burt spoke to us on the current COVID cases and quarantines. She explained the quarantine protocol that the school was currently using.

**COMMITTEE REPORTS:**

**Headmaster's Report – Keith Croft:**

- New family recruits- Family toured campus on August 5<sup>th</sup> for interest in enrolling a 4 yr old
- Cafeteria update- We had another delay due to finding a leak within the ductwork. The new hood is in. The new L Shaped cabinetry will be installed soon along with the granite. Tile work is completed and student work stations are in. Most of painting is done and the plumbing repair required by Fire Marshall is completed. We will be purchasing a new stove and fryer for the cafeteria; thanks to the Grandparents Club.
- Parking Lot Project – conversations with LRA and City Manager; project is moving forward.
- Weight Room – HVAC installation completed July 30<sup>th</sup>
- Auditorium HVAC – The AC has been out since school started. Should be fixed soon.
- Elementary Butterfly Garden – Thanks Christy Ward and Brian & Teagan Willis for your hard work in updating this area. A nice brick sitting area has been built and new shrubs have been added along with fresh pine straw.
- PTO/Parent Workday – We had about 15-20 people that worked. We appreciate everyone's help. We have received several compliments regarding how well it looks. The new entrance and exit signs look great.
- Back to School Bash – This was well attended and everyone seemed to enjoy the event.
- School Opening – We had a very smooth first few days. Our opening went well and we are anticipating a great school year. Thanks to Jessica Adams for providing doughnuts for parents dropping off our younger students. Also, thanks to Susan Glass (Sweetly Shealy) for providing cupcakes on opening day in celebration of Westwood's 50 years.
- Kickoff Banquet – This event has been rescheduled due to cafeteria construction delays. It has been rescheduled until August 30<sup>th</sup> pending cafeteria completion.
- Sanitizing treatment was completed on the school this past Sunday. It lasts 90 days. I was impressed with the process; would like to continue with this.

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

- Thanks to Marie Dixon, Terri Heard, Susan Rackley, and other grandparents for cleaning out STEM lab.
- Held a 6<sup>th</sup> Grade Orientation and tour of the building
- 8/10 Dual Enrollment Started; 11 Seniors & 13 Juniors
- 6PM tomorrow night; Senior meeting. We will go over transcripts, colleges, time lines, and scholarships. Planning on having a Junior Class Meeting, Sophomore Class Meeting, and Freshman Class Meeting.
- Upcoming Pep Rally will announce Mascots, Big/Little Brother Sisters, and Senior Superlative (we will limit this to 4).

### **Chairman’s Report – Susan Glass:**

Requested Mrs. Grace to give a list of top 50 books  
Updated Chairman welcome for the WW Website- sent to Paige  
Will meet with Paige soon to see what else needs to be updated  
Working with committee chairs as needed  
Assisted Alumni committee with 50 year back to school cupcakes – thank you Sweetly Shealy  
Thank you again Heather Lanier and Trustees Committee for the Retreat last month

### **Trustees’ Committee – Heather Lanier:**

- Thanks Susan for opening your home to us for the retreat
- Thanks to all for coming to the retreat

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

- Canceled the Basketball Tournament that was scheduled for 8/28
- Golf Tournament in March of 2022 changed to Cairo location
- Hoping to still do a Bass Tournament in the Spring
- Ordered the large logo cups/upcharge to raise money
- Working on Christmas ornament design to sale as a fundraiser after the fall festival
- Homecoming Weekend – Plan to have former queens and mascots; Holly Layton helping to put this list together. Looking to hold a Saturday night dance for the Alumni; possible at Meredith Roger’s house
- Working on getting the tri-fold pamphlet featuring Westwood to pass out

### **Booster Club – Lezlie Hay:**

- Annual Passes are available; Kelley Joyner & Paige has them, \$150 for family
- Kick off Banquet- Canceled; food was purchased and will be used for other things like feeding the football team, etc.
- Planning on getting with Keith about having a large Pep Rally at the Stadium in lieu of Kick off Banquet to recognize the Fall Athletes.

### **Fundraising and GOAL – Cader Cox IV:**

- No report

### **Building and Grounds- Hunter Spence**

Thanks to Jessica for a great job on the PTO work day. Almost all items were completed over the summer and the PTO workday. We were able to finish up around noon due to Jessica's organization.

After the Saturday work day, all fields were mowed. Hunter, Wyatt, and Beau weed eat, picked up trash, and blew off the track. I spoke with Cader and he was to going to mow everything again on Tuesday 8/10 so everything was fresh for the start of school.

Pine straw crew came on Friday 8/6 and pruned and laid out fresh pine straw. Another load is to be dropped off 8/11 for the new concrete flower beds. Thanks Christy for putting it out.

New concrete block walls that Bryan & Teagan Willis put up look great. I was able to help the week of 8/02 and the "W" flowerbed. This was a huge undertaking and looks great.

I will need help starting the middle of October with the grass maintenance due to quail season. March and April, I will be burning but should have some weekends where I can mow. This might be a good time/idea to ask the sports team/groups to start maintaining their own fields. The school has a mower.

### **Strategic Planning– Susan Glass/Keith Croft:**

- Board Strategic Planning Evaluations to be given to Jenny Bostick after August meeting.

### **Finance/Grants-Laura Beth Tucker:**

- No report; report is not ready this month

### **Grandparents –Lanair Worsham, Sr.:**

- Grandparents are paying for the new stove and fryers for the lunchroom.

### **PTO – Jessica Adams:**

- Work day was a success. Thank you to the fellow board members and parents who showed up to help.
- Teacher Luncheon – Received positive feedback
- Provided 3 gift cards to teachers during preplanning (Winners were randomly selected)
- Doughnuts for parents on the first day of school
- Provided 3 gift cards to students on the first day of school (Winners were randomly selected)
- Thank you to Sign Dreamers of Southwest Georgia (Paige Gilchrist) for the welcome back sign the first week of school
- Provided Kona Ice at the Back to School Bash
- First PTO meeting will be held on August 24<sup>th</sup> at 6PM

**Recruitment and Retention/Communications and Marketing – Christy Ward:**

- Meeting scheduled for 8/23
- Completed 2 ad campaigns via social media
- Running 2 digital billboards
- New Family Orientation well attended
- Monitoring social Media

**PTO Parent Representative/PAC – Kelley Smith:**

First PAC meeting scheduled for Tuesday, August 31<sup>st</sup> at 6PM; high school Library

**Old Business:**

- None.

**New Business:**

- Goals ready by next meeting
- Read key points from Chapter 2

**Executive Session:**

- None.

Motion made by Cader Cox to adjourn at 8:05 p.m. Second made by Hunter Spence.  
All agreed. None opposed.

Meeting adjourned at 8:05 p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary  
Westwood Board of Trustees