

Camilla Schools, Inc.
Westwood Board of Trustees
Meeting Minutes
September 15, 2021

Present: Keith Croft, Christy Ward, Lanair Worsham Sr., Susan Glass, Chris Nurmi, Hunter Spence, Kelley Smith, Jessica Adams, Cader Cox, Dicksy Hinesley, Lanair Worsham Jr, Harrell Rackley, Kelley Joyner, and Brent Collins.

Absent: Chip Davis, Laura Beth Tucker, Lezlie Hay, and Heather Lanier

Susan Glass called the meeting to order at 7:00 p.m. and Lanier Worsham, Jr opened with prayer.

Susan Glass made a motion to approve the August 2021 board meeting minutes and it was seconded by Hunter Spence. All approve.

COMMITTEE REPORTS:

Headmaster's Report – Keith Croft:

- New family recruits – We have had a family interested in enrolling a child (K-3) for the 2021-22 school year. They have contacted us twice but we have not heard anything else.
- Current COVID numbers - (September 4 - September 10)
New COVID positive cases – 1
Active Quarantines - 20 (QI - 19, QO - 1) (QI – In School, QO – Out of School)
- New personnel: No additions at this time.
- Cafeteria update – The new stove and new fryer arrived and have been assembled. We are very appreciative of this donation from the Grandparent's Club!
The new kitchen cabinetry is complete and granite counter tops were installed on Friday, September 10th. Beyond this, a few minor touch ups will be needed but hopefully that is all.
The State Fire Inspector came on Monday, September 13, 2021 along with city officials and Paul Golden (Golden's Fire Fighting Equipment) to complete a final inspection of our new hood and suppression system. This was the final step needed to allow us to begin cooking regular meals. Everything checked out with them and we are cleared to begin cooking.
We are having a slight issue with the hood suppression sensors, but Albany Heating and Air came this morning to evaluate this issue and adjust the sensors as needed.
- Parking lot project – I reached out to LRA officials on Friday, September 10th regarding an update on the parking lot but I have not heard back from them yet. From previous conversations held between LRA and the City Manager, it sounds as though there is potential that the school may be able to avoid having the detention area if they agree to pay impact fees. These may be annual fees.
We are waiting to hear an estimate of what those fees would be. Please note, according to officials, if we go this route, we will also need to get an additional survey to the existing ditch north of the property. I spoke with Rob about not needing two contractors for this.
- Auditorium AC – The new unit has been ordered along with the parts needed to repair the other unit. There was a delay due to COVID related issues & some miscommunication, but it has been remedied.
- Fall Sports – Our fall sport teams are working hard. They have been practicing and playing hard while braving the heat. We are very proud of all of them!
- Blood drive – We will have a blood drive on campus on September 28th.
- Flu Shots – These will be offered to all students and staff on October 12th.
- Jostens – Will visit us on October 7th regarding graduation supplies and class rings.

- Fall Fundraising – The first turn in day was \$6000. Smart boards were not ordered last year. We were advised to wait and purchase with others that way we could save some money. The price has doubled from previously quoted. Hoping to order mid-October.

Curriculum Director – Dicksy Hinesley:

- Secured the SAT dates; schedule can be found on Bloomz (PSAT 8th/9th 3/22/2022 and School based SAT 3/23/2022)
- I have already met with the Senior and Junior parents. Meeting with the Sophomore parents next Monday and the Freshman parents the following Monday.
- Already selected the Senior Superlatives and Mascots.
- DUAL enrollment is going well. College visits are currently going on.
- I will be meeting with the K3 & K4 teachers just to check in to see how things are going this year.
- Mitchell EMC awarded \$14000 Stem Grant.
- 11 Students are taking AP English. We had 3 5's on the ERC scores from last year (March 2021).

Chairman's Report – Susan Glass:

- Thank you to Keith for all the communication to the board regarding COVID.
- Attended Grandparents Meeting and PAC. Thank you to Mr. Lanair and Kelley for your leadership with these two committees. PAC requested board minutes to be added back to the website.
- Please support our Grandparents by purchasing raffle tickets for the Fall Festival. See Mr. Lanair.
- Assisted Alumni committee at Football game. Class of 1988 provided the cake for the raffle. ☺
- Continuing to meet with Mrs. Adkins-Have info about Lab to give to Keith
- Thank you to Mrs. Adkins for providing our WW family with her 50 top book recommendations.

Trustees' Committee – Heather Lanier:

- No report

Alumni Relations Committee – Heather Lanier:

- Alumni Events have been canceled
- First Football game Heather Lanier had a cake raffle booth
- Looking to have a Spring Social at Meredith Rogers'
- Thank You Heather for all your efforts

Booster Club – Lezlie Hay-Kelley Joyner:

- Thank you to Donnie and Amy Palmer for getting the freezer for football concessions.
- Booster Season passes still available. Please make sure to purchase one to support the kids and the Booster Club. (Get from Paige or Melissa)
- Thank you to Tonya McDaniel for stepping in.
- Thank you to everyone stepping up to help with concessions as Crystal recoups.
- Putting \$ towards charter bus for going to Augusta
- Working on fund raiser to help replenish money for charter buses. Any ideas?

Fundraising and GOAL – Cader Cox IV:

- No report

Building and Grounds- Hunter Spence

- After getting some information from the lawn company that mows the large field between the school and the Tucker's home, we agreed that they will mow that area twice a month instead of once.
- Repairs were done to Mrs. Engra's door over Labor Day.
- Locks were installed on the new ice maker in the weight room per the athletic director.
- Coach Ford has requested that the football field be mowed earlier in the week instead of when mine and Cader's work schedule allows, which is usually later in the week. I told Coach Gruhl that we would do our best to be accommodating but urged him to let anyone in the athletic department know that if they have a window of opportunity, the school's mower is working and they mow when they can.
- I want to thank Mr. Keith for his effort for raising awareness with the athletic department in regards to trash (water/Gatorade bottles) around the football field & batting cages. Given all he has on his plate he has reached out to Cader and myself asking for our input and any improvement. This is most appreciated.

Strategic Planning– Susan Glass/Keith Croft:

- Need strategic plan evaluations so they can be sent to Jenny
- We need feedback on what we have accomplished so we can make a new plan and move forward.

Finance/Grants-Laura Beth Tucker:

- No report; report is not ready this month

Grandparents –Lanair Worsham, Sr.:

- Grandparents meeting held on September 7th, in the lunchroom. Well attended. New faces
- Raffle tickets were handed out to grandparents for the Fall Festival
- Tickets are \$100 each. We need board member support to buy tickets and to sell them. We need help selling the tickets
- Prizes are as follows-1st prize-\$6000, 2nd prize-\$4000, and 3rd prize-\$2000.
- We will be purchasing a stainless steel table for the lunchroom.

PTO – Jessica Adams:

- **Fall Festival, October 23rd @ 4** on baseball fields- WILDCAT SPOOKTACULAR (No Entrance Fees)
- Working with Keith and Ashley Burt to ensure a safe, healthy experience
- King & queen sales will be held in auditorium with classes have a designated time
- PTO Sponsorships available for the 2021/2022 school year. Banner will be put up the month of November
- Monthly teacher appreciation gifts
- Sign up sheet for Board Support at the Fall Festival

Recruitment and Retention/Communications and Marketing – Christy Ward:

- Had meeting in August-great feedback on attaining goals from strategic plan
- Motto-would like board feedback-see below...
 - ***Tradition of Faith, Family, and Scholarship since 1971***
 - ***For Faith. For Family. For Futures.***
- 50 year signs placed around campus
- Continue to monitor social media
- Thank you Amanda Heard for updating the WW Facebook
- Notice anyone negatively blasting social media; let Christy know

PTO Parent Representative/PAC – Kelley Smith:

- PAC Meeting Held 8/31/2021
- **Goal #1 – To determine if the Parent Advisory Committee is still necessary**
 - It was felt by all members of the committee that the PAC is still necessary. It provides communication between the parents and the board. It gives the parents a voice on the board. It was suggested that the PAC can be used as a mediator for the board; whereas concerns are brought before the PAC and the PAC decides if it warrants board attention. If so, the concern would be presented at the next board meeting.
- **Goal #2 – Do we promote the Parent Advisory Committee?**
 - No, many parents do not know the PAC exists or its purpose. It was suggested to update the description on the website and/or handbook. Possibly announce it/explain the PAC at PTO meeting, first of the year open houses. Include a synopsis in new family packets.
- **Goal # 3 – Update PAC section of website and handbook**
 - We will review the current website and handbook description at our next meeting to see what needs updating.
- It was mentioned that we no longer post the board minutes on Bloomz. It was felt by all members that this reduces the transparency between the board and parents. We all acknowledged that we read the minutes when they were posted on Bloomz. Susan Glass was at the meeting and said that we would start posting the minutes on Bloomz once they were approved by the board.
- Several parents would like to see some type of sports summer camps at the school for upper elementary. This would require teacher/coach participation. Suggestions were a ½ day for one week summer camp where children could have options like football, basketball, cheerleading, softball; maybe throw in some clubs that wanted to offer art lessons, music lessons, a stem class. The idea was tabled until Kelley can speak to Keith about teacher/coach participation during the summer; basically if anyone would be willing to do it.
Several parents were concerned about the lack of communication between teachers and students during quarantine. Some parents stated that their child’s teachers had not responded to emails sent by the student.
Boyd Williamson brings a lot to the committee

Old Business:

- None.

New Business:

- Fall Festival Work Schedule sign up

Executive Session:

- None.

Motion made by Christy Ward to adjourn at 8:02 p.m. Second made by Harrell Rackley.
All agreed. None opposed.

Meeting adjourned at 8:03 p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary
Westwood Board of Trustees