

**Camilla Schools, Inc. or  
Westwood Board of Trustees  
Meeting Minutes  
March 16, 2022**

**Present:** Keith Croft, Christy Ward, Lanair Worsham Sr., Susan Glass, Chris Nurmi, Hunter Spence, Lanair Worsham Jr, Kelley Joyner, Heather Lanier, Kelley Smith, Brent Collins, and Jessica Adams.

**Absent:** Lezlie Hay, Dicksy Hinesley, Cader Cox, Harrell Rackley, Laura Beth Tucker, Chip Davis

---

Susan Glass called the meeting to order at 7:04 p.m. and Hunter Spence opened with prayer.

Hunter Spence, made a motion to approve the January 2022 board meeting minutes and it was seconded by Christy Ward. All approve. Motion passed.

**COMMITTEE REPORTS:**

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

- AD – The search has started; several prospects. I will start interviewing next week.
- New family recruits –
  1. Conducted a conference and tour with 4 parents interested in attending next year.  
(2nd Grade (2), K3 (3) and K4) Also have another K4 interested.

Current COVID numbers -

As of 3/15/22 at 12 PM:

- Active COVID cases – 0
- Active quarantines – 0
  
- Cafeteria update – Eric Brooks was able to get our interlocking WW sign, sandwiched between two cat claws hung before the Grandparent's Auction. We think this looks sharp and we are excited about this new look!
- Parking lot project – We received the revised drawings from LRA and met to discuss possible changes. These changes were incorporated with the previous plans. We have reached out to LRA about some new changes to cut down costs and are waiting to hear back from them. We will meet again in two weeks.
- Interactive Panels (Smartboards) – According to Bloughtech, they are starting to see some new panels arrive. Hopefully, we will soon begin to see these arrive and we can begin the installation process (maybe even during Spring Break).

- Grandparent's Auction – Thanks so much for everyone that helped us during this event. We had great success raising funds and also had some great food and fun! We love and appreciate our Grandparents!!
- Grandparent's Day – April 1<sup>st</sup>. We are looking forward to a great day honoring our Grandparent's. Our grandparent's will visit classrooms from 8:00 till 8:45 and our program will begin at 9:00 in the auditorium. I have been asked to inquire about golf carts for transporting our guests? If anyone can help, please let me know. Family Bank may have some we can borrow.
- K play day – Was held on March 6<sup>th</sup>. We had a large turnout for this event and we were very pleased with the success.
- STAR Teacher and STAR student: This was announced on Monday and the banquet was held yesterday in Thomasville. Our STAR student was Mitt Patel and our STAR teacher was Mrs. Lisa Brooks. Both were also the district winners for Mitchell County. We are so proud of both!
- Spring Sports are underway! Baseball, tennis and track are hard at it. Please come out and see our student/athletes when you can.

#### Upcoming events

- State Literary Event today @ Gordon College.
- Fun Run this Friday at WW
- Wildcat Invitational Golf Tourney Saturday @ 12:00 PM.
- Teacher Appreciation Week March 28 – April 1<sup>st</sup>
- Spring Break April 4-8<sup>th</sup>
- Prom April 16<sup>th</sup> @ Gin Creek

I have asked the Camilla Police to talk with the students about safety the week before Spring Break. If not then, prior to Prom.

Special thanks to everyone for all you sentiments, prayers, flowers, and visits during the loss of my father. My family and I are so appreciative of all the love and compassion displayed to us. We truly appreciate everyone for reaching out to us during this time.

#### **Curriculum Director – DicksyHinesley:**

- DE Meeting with 10<sup>th</sup> grade parents went well. It's always a long, informative meeting to help families make decisions about what is best for the student.
- Sending names and classes for fall 2022 DE for rising seniors and new DE rising juniors.
- We've learned a lot from the OG training in January. Ashley Bynum took over for Ginny Tyson while she was out and still working with OG.
- SAT Prep class is going on 7<sup>th</sup> period before our SAT School based test March 23<sup>rd</sup>. PSAT is March 22<sup>nd</sup>.
- On Tuesdays & Wednesdays, I work with Seniors on Scholarships-Mostly proofing essays
- Establishing a "Scheduling Committee" to build next year's Master Schedule.

- We sent out a questionnaire to the teachers using STAR to evaluate the usage and thoughts of the teacher. Nancy and I compiled the answers and used this info to establish an outline for what was covered in our meeting with online STAR personnel in February after school.
- Middle Schoolers have been working hard to reach AR goals. The trip last Friday rewarded 39 middle school students this was an increase of 11 students from December who met their goal.
- STAR STUDENT/STAR TEACHER school recognition was held Monday March 14<sup>th</sup>, 2022, with Ray Muggridge presenting awards to STAR Student Miit Patel and his STAR Teacher Lisa Brooks. They are also our District winners. Miit's parents were in attendance and were also recognized. Miit, Lisa, Keith and Ray all attended the STAR Luncheon in Thomasville on Tuesday.
- Report Cards for Q3 went out this week.

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

- Thank you to the Board for your support of Grandparents Auction!!!!
- Assisting Alumni Committee on Wildcat Invitational this Saturday. All board members are encouraged to attend/help/participate. Contact Heather Lanier/Paige Gilchrist if you can.
- Met with Keith about Evaluations
- Almost finished with GOAL thank you notes
- Attended PAC meeting in February. Received some feedback on GOAL.

### **Trustees' Committee/Alumni Relations – Heather Lanier:**

**Trustees**-We will be completing our professional development book tonight. Would we like to select another in-service book for reading/study at this point or wait until the retreat to begin a new book for professional development? (Trustees Committee is to provide Continuing Education of Trustees through Retreats and other Professional Development Opportunities.)

- Reminder of Board positions that will need to be filled in the near future:
  - Chip Davis 2022 (2<sup>nd</sup> term) (Last child graduating in 2022)
  - Hunter Spence 2022 (1<sup>st</sup> term-finishing Courtney Rubendall's term)
  - Laura Beth Tucker 2023 (2<sup>nd</sup> term) (Last child graduating in 2023)
  - Cader Cox 2023 (1<sup>st</sup> term)
  - Susan Glass 2024 (2<sup>nd</sup> term) (Last child graduating in 2023)
- Please submit any possible future board member names. Will be voting on Chip Davis's position in May.
- Reminder-QUALIFICATIONS OF DESIRED BOARD MEMBERS
  - Currently in our by-laws. . . (pg. 1 of 7) "New members for the Board of Trustees are to be solicited from surrounding communities and must have resided locally for at least three (3) years. A Board member may be male or female, shall maintain confidentiality, and shall be of high moral character and have a belief in God." Previously, the Trustees asked to recommend these additions to the by-laws: "A Board member may be male or female, shall maintain confidentiality, shall be of high moral character, have a belief in God, be willing to serve the school, shall be a Westwood ambassador, exhibit an optimistic and positive attitude, and shall possess professional attributes which can be utilized."

- New board year retreat this summer. Possible date of Friday, July 29, 2022? Anyone willing to host the board retreat?
- **Alumni Committee:**
  - Alumni Committee sponsored golf tournament is this weekend (3/19/2022) at Tired Creek Golf Club in Cairo with reception and live auction to follow at 5:30pm. Please attend, if you are able to attend. Thank you to all of our sponsors. Thank you to everyone who has worked so hard for this event, particularly Paige Gilchrist and Amanda Heard. Hopefully, this will become an annual event.
  - Met with a reunion planning committee for classes of 86, 87, and 88 who are planning a reunion this fall. They want to plan it around the school calendar and homecoming and be able to offer a school tour, and, hopefully, a gift to the school. I have asked for their help in helping in filling in spaces in alumni contact information.

### **Booster Club – Lezlie Hay/Kelley Joyner: (Kelley Joyner presented.)**

- Helped Varsity Boys Basketball charter a bus to the last game
- Gave \$ to Literary team to go to state (today!)

### **Fundraising and GOAL – Lanier Worsham Jr:**

- Almost everyone’s contributions are in except for a few.

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

- Thank you to Chris, who is working to get another proposal for the drainage issue at the back of the gym. So far, finding a company/contractor that is available has been difficult. The first proposal also included replacing the rusted downspouts on the side of the auditorium by the HVAC units.
- I met with Mr. Keith about the baseball concession stand. Planning to get Scott Sherman to help get repairs done or help us find the right person to do it.
- Heather brought to our attention a squirrel issue at the upper school. After some investigating with our HVAC company, they found some holes/entry points. Working to get them sealed.
- Fresh pine straw and “buttoning up” of beds will be done the weekend before the Grandparents Auction on March 5<sup>th</sup> and K grades “come check us out” event on the 6<sup>th</sup>.
- Thank you to Brent, who is working to get replacement information for lower school playground equipment. Currently weighing options to, 1-make parts/repair ourselves. 2-can we get the replacement pieces and cost. 3-cost of replacing the play set.
- Chris setup our electrician to change out the fluorescent bulbs in the auditorium. I am not sure if that has been completed at the time of this report. While changing bulbs we hope to locate leftover ceiling panels so some of those can be changed at the same time.
- Ms. Suzanne asked to have the field sprayed/mowed for the FUN RUN.

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

- Had a meeting with Jenny Bostick. Have a framework started

- Keith/Susan will complete checklist of previous plan to give to Jenny for evaluation.
- Summer meeting planned (July) for Strategic Plan Committee to meet. Group is being formed.
- Present the new plan to the board in August and start the new plan next year.

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

- Monthly financials submitted to the board for review and discussion.
- Motion from finance committee to approve the finance report, second by Hunter Spence. All approve. Motion passed.
- Parking lot discussion is ongoing. Reached out for another quote from LRA and working on getting another quote to compare.

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

- Amazing Grandparents Auction!

#### **PTO – Jessica Adams:**

- Thank you to Mr. Keith and parents for a successful work day!
- Monthly teacher and student giveaways
- Monthly teacher gifts
- Hosted annual “souper” bowl lunch for staff-Thank you to Shannon Lanier for decorating.
- Yard stake fundraiser-all proceeds will be used to buy new iPads for lower grades. Profited \$2000-worked with Holly Layton to determining iPad needs for lower elementary-purchased 5 new iPads and cases (Apple will ship directly to Westwood/Holly L. in late March).
- Doughnuts/cupcakes for students on 2/22/22

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

- Had a meeting with Keith, Gordy, and Paige Gilchrist to plan summer sport camp for elementary; STEM/SPORTS camp is a go for rising 1<sup>st</sup>-6<sup>th</sup> graders
- Ad to run Jan/Feb on social media.
- Social media campaign to run in February.
- K Play Day was a huge success; highest number of attendees yet; all but 1 of the attendees has registered
- Upcoming K3 is larger than our graduating seniors

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

- PAC meeting held 2/07/2022; it was well attended; 1 visitor Amy Hagan Phillips
- Boyd Williamson commended WW for being able to stay open during the COVID outbreaks
- Recommended to sent out PAC member contact information; most parents don't know who the PAC members are

- Paige Gilchrist spoke to the committee about the upcoming STEM/SPORTS Camp this summer as well as the upcoming Golf Tournament
- STEM program is a valuable asset; need to continue the program
- Susan Glass spoke on how we need to utilize the committee to be the “go between” the parents and the board
- Keith is handling discipline more consistently from elementary up
- Suggested to start Cottage meetings back up prior to school starting; meetings need to be more organized; typically hectic in the past
- Recommended to have a 5<sup>th</sup> grad walk through the past week of May

#### **Old Business:**

- Please provide one name to Trustees Committee for consideration as a future board member.
- All committees please meet during the month. Committee chairs please forward committee reports to the board chair prior to our **next board meeting on Wednesday, April 20, at 7:00p.m.**

#### **New Business:**

#### **Executive Session:**

Motion made by Susan Glass to adjourn at 8:12 p.m. Second made by Lanair Worsham, Jr.  
All agreed. None opposed.

Meeting adjourned at 8:13p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary  
Westwood Board of Trustees