

**Camilla Schools, Inc. or  
Westwood Board of Trustees  
Meeting Minutes  
August 17, 2022**

**Present:** Keith Croft, Christy Ward, Lanair Worsham Sr., Susan Glass, Hunter Spence, Lanair Worsham Jr, Kelley Smith, Brent Collins, Harrell Rackley, Kelley Joyner, Heather Lanier, Chris Nurmi, Cader Cox, Coach Fries, Lezlie Faircloth, and Jessica Adams.

**Absent:** Laura Beth Tucker and Dicksy Hinesley

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Susan Glass called the meeting to order at 7:00 p.m. and Cader Cox opened with prayer. Thank you Lezlie Faircloth for serving on the board and all the hard work that you have put in. Introduction of board members to Coach Fries. We are happy to have you. Hunter Spence, made a motion to approve the July 2022 board meeting minutes and it was seconded by Heather Lanier. All approve. Motion passed.

**COMMITTEE REPORTS:**

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

- New family recruits – None since school started. We have had some phone inquiries.
- Current COVID numbers -

As of 8/15/22 at 12 PM:

- Active COVID cases – 0
- Active quarantines – 0
- Parking lot project – The project has begun and seems to be picking up steam as of late. Silk and temporary fencing was installed within the last 2 weeks. The needed pipes have been installed going down Fuller Street. This was after a gas line and water line was discovered in the way and delayed the project for a few days. There have been several deliveries of crushed brick, dirt, etc., last week. The big pipes are now being installed on the elementary campus. We revamped our drop-off, pick-up & parking procedures as previously described. We adjusted our pick-up times 5 min. earlier for elementary students & 6 min. later for ms/hs pickup. This has alleviated some of the congestion & given us enough time to finish one drop-off line before beginning the next. To my knowledge, this plan has been working efficiently. I have received no complaints thus far. No complaints from parents
- Interactive Panels (Smartboards) – All 19 wall mounted smartboards have been installed. We are waiting on the portable cart for one portable panel that will be shared by K-4 classes. Our teachers attended training for these on August 10<sup>th</sup> during pre-planning, where basic procedures and new ideas were shared for engaging students. I have seen some really good things from our teachers.
- New AC in cafeteria and kitchen – We had to replace these units this summer, but thankfully they were installed right before school started.
- Personnel – We are happy to say that have all our staff in place! YEAH!
- Bible Verse/Motto - Our school motto for this year is “*God is a shield*”, which references our Bible verse, **Proverbs 30:5 - Every word of God proves true; he is a shield to those who take refuge in him.** We desire for our students to know that God spoke everything into existence with

his words. HIS word will always be true and will never fail. HE will protect all that believe and trust in HIM.

- New Family Orientation – was held August 2<sup>nd</sup> 6-7 in the auditorium. We hosted our new families and shared important information with them about our school. Special thanks to Christy Ward & her helpers.
- PTO Workday – Was held Saturday, August 6<sup>th</sup> 8:00. We had a pretty good turnout and accomplished most of our goals. Special thanks to Jessica Adams for organizing this. Also a big thank you to Jessica for the PTO gift bags, the teacher luncheon and donuts for our parents!
- Cottage meetings – I think our cottage meetings went very well. I had several compliments from parents regarding this.
- Buildings/Grounds - Special thanks to Hunter Spence, Cader Cox and other committee members for working so hard before the PTO workday. Thanks so much for helping with the teacher lists and making the grounds look so wonderful!
- School Safety – Our staff at Westwood completed the *Stop the Bleeding* training and the school safety training on August 9<sup>th</sup>. Both events were very informative and we appreciate being able to be presented with the latest safety techniques and procedures. Possibility of having a School Shooting training for students as well.
- Kickoff Banquet - The annual banquet was held on Monday 8/15. JV and Varsity fall athletes were introduced by their coaches. It was a night of good food and fellowship. A special thank you to Kelley Joiner for organizing this event and for all that assisted.
- Fall sports – Our fall sports teams are practicing and/or competing. Come out and see our athletes in action when possible.

#### Upcoming events:

PTO Meeting Aug 29 @ 6:00PM

Labor Day Holiday Sept 5<sup>th</sup>

Homecoming Game Sept 22 vs Baker Co. 7:30 PM

Homecoming Dance Sept 23

4<sup>th</sup>/5<sup>th</sup> grade Jekyll Trip Sept 26-28<sup>th</sup>

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

Ms. Dicksy cleared from attending board meetings. No report.

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

- Worked with Boosters on new donor structure-well done Kelley and committee!!!
- Board sent flowers/plants to our admin people for first day of school
- Board committee info to Paige to update website
- Keith requested donor lists to thank them for support-thank you Mr. Lanair and others for help
- Completed science lab dedication write up/thank you-will go in paper too.
- Very smooth transition to the new school year.

#### **Finance/Grants-Harrell Rackley:**

- Reports submitted for approval
- Motion from finance committee for approval; seconded by Lanair Worsham, Jr. All agreed
- Proposed budget ready by next board meeting.

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

Thanked Susan for hosting the July Board Retreat.

Golf Tournament penciled in for 4/15, 4/22, or 4/29; to be held in Cairo.

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

- No report

**Booster Club – Kelley Joyner:**

- Had wonderful participation for Booster Club 2022-2023 Sponsors-15 companies/people
- Good response on Kickoff Banquet. We fed 275 people.
- Will update board on New Booster Club plan which has been implemented
- Crystal Hawley is going to teach us about concessions. Coach Fries met with Crystal and have set a plan on how concessions is going to be run. By the end of this year, there will be a breakdown of profit and expenses.
- We start football concessions soon.

**Building and Grounds- Hunter Spence:**

- Thank you to everyone who helped with the summer repair list. Very few know how time consuming and never ending the repairs are. It's easy to stand and point or "kick the can down the road" waiting for someone else to make repairs. Thank you to the members of B&G's committee and a select few who are willing to sacrifice their time and energy to help when we would all rather be doing something else. If it wasn't for your help and sacrifice the back to school workday would last 3 days.
- A big thank you to Jessica Adams for coordinating the back to school workday. She continues to do an incredible job with putting the final, extra special touches to have the school ready for everyone for the first day.
- Thank you to Sherwood School for 20 desks that were donated to Mrs. Holli's 2<sup>nd</sup> grade class. Thank you to one middle schooler and one rising high schooler for loading them in the rain and then unloading them on the surface of the sun. You know who you are and I still owe you a shiny new nickel for your efforts.
- Estimate received for repairing upper school to cafeteria covered walkway. Specifically addressing leaks in roof panels, splashing from excessive water flow from roof, adding gutter and downspout to divert water from HVAC units and replacing downspouts that were installed backwards.
- Waiting on estimate for gutter and downspouts on the north side of auditorium.
- Notified about leaks in auditorium and softball concession stand. As far as the auditorium, we are currently looking into who did the work in December '19-Jan '20. Should be covered under warranty. Once that is determined would like to have them prepare an estimate for concession stand leak. Also, going to get estimates from other contractors.
- Boys locker room items specifically mention from Mr. Keith will be completed in the next few weeks.

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

- No report

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

- Next meeting we will have the Fall Festival tickets.

**PTO – Jessica Adams:**

- Had a good work day! I appreciate those that came out to help. We had six no shows. Do we need to increase fine?
- Back to School- everything went great! Doughnuts for parents, teacher lunch, teacher and student giveaways
- Added new tables and new playhouse to K3 playground
- Working with Miller’s Plumbing to install a new outdoor drinking fountain behind the lower elementary (currently students have to enter the building at recess to get water)
- Fall festival prep
- PTO meeting is August 29th at 6 pm

**Communications and Marketing-R&R – Christy Ward:**

- New family orientation
- Parking/construction signage
- Sports schedules printed and posted
- Social media posts
- Plans to create separate athletic social media accounts
- New Facebook/Instagram for our sports program

**By-Law Review- Christy Ward**

No report.

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

- Attended the New Family Orientation on August 2<sup>nd</sup>. Matched existing families with new families.
- Helped out/Attended the Teacher’s Luncheon on August 8<sup>th</sup>
- Requested that Paige post the PAC members on Bloomz
- First PAC meeting scheduled for Tuesday, August 30<sup>th</sup> at 6PM in HS Library

**Old Business:**

- 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, September 21st at 7:00p.m.**

**New Business:**

Increase fees for missed work days; had 6 no show. Presently \$225; make a decision this year about raising this fee.

**Executive Session:**

Motion made by Hunter Spence to adjourn at 8:11 p.m. Second made by Christy Ward.  
All agreed. None opposed.

Meeting adjourned at 8:12 p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary  
Westwood Board of Trustees