

**Camilla Schools, Inc. or  
Westwood Board of Trustees  
Meeting Minutes  
July 22, 2022**

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

**Absent:** Kelley Joyner, Dicksy Hinesley, and, Cader Cox

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Susan Glass called the meeting to order at 6:02 p.m. and Hunter Spence opened with prayer.

Hunter Spence, made a motion to approve the June 2022 board meeting minutes and it was seconded by Lanier Worsham, Sr. All approve. Motion passed.

**COMMITTEE REPORTS:**

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

- New family recruits –
  1. Conducted a conference and tour with 2 families this week interested in attending next year. (Grades 7 and 9). We had a new K-5 student enroll Wednesday.

Current COVID numbers -

As of 7/20/22 at 12 PM:

- Active COVID cases – 0
- Active quarantines – 0
- Parking lot project – Our original plan was to begin construction in May, right after school ended. Unfortunately, due to unforeseen circumstances beyond our control, this improvement project has been delayed.

Lanair was planning to begin demolition on July 21<sup>st</sup>. The projected starting date for our paving project to begin is July 28<sup>th</sup>. Phase 1 will include only the elementary side of our campus. Expectations are that this portion of the project will be completed near the end of September. Phase 2 will begin next, which includes the remaining sections of the middle/high school campus area. Our projected completion date for Phase 2 is to be in late November. Each phase will take 6-8 weeks, projected.

Although we understand this project will require temporary changes that will need to be addressed, the long term positive aspects of this project will be enjoyed for many, many years. We are excited about this and cannot wait to see the finished project. If you receive calls of concern regarding this venture, please assure our family members that although there may be short term negatives associated with this project, the long term aspects will be rewarding. Letter going out on Bloomz on Monday, July 25<sup>th</sup> to explain the parking lot project. **SHORT TERM PAIN/LONG TERM GAIN**
- Interactive Panels (Smartboards) –10 of these have been installed. The projected arrival date for the remaining items is July 21<sup>st</sup>. Once the remaining smartboards are installed, we will be ready to attend training for these on August 10<sup>th</sup> during pre-planning.
- Personnel – We have filled one teaching slot (MS-English). We have hired Ms. Darrah Butler to teach in one position and are actively seeking another teacher; interviewing constantly. We have

also made an offer to a baseball coach and are awaiting his decision. Hoping to have an answer by Monday, 7/25. We also are currently planning to fill two aid positions for K4.

- 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.
- Upcoming events:
  - New Family Orientation – August 2<sup>nd</sup> 6-7 in the auditorium. We will be hosting our new families and sharing important information with them about our school.
  - PTO Workday – Saturday, August 6<sup>th</sup> 8:00.
  - Cottage meetings – We will be returning to cottage style meetings like those held in past years. The schedule for these is as follows:

#### **Monday, August 8**

- 6:00 K3 – 1<sup>st</sup> Cottage Meeting in cafeteria
- 6:30 2<sup>nd</sup> – 5<sup>th</sup> Cottage Meeting in auditorium

#### **Tuesday August 9<sup>th</sup>**

- 6:00 6<sup>th</sup> Grade Cottage Meeting in cafeteria – following the meeting in the cafeteria, students will go to the MS/HS building to meet with teachers and go through daily schedule
- 6:30 7<sup>th</sup> – 12<sup>th</sup> Cottage Meeting in auditorium
  - Kickoff Banquet - The annual banquet will be held this year on Monday, August 15<sup>th</sup> at 7:00 PM in the auditorium. JV and Varsity fall athletes will be introduced. Season passes will be available at the banquet also. The cost for these passes are \$100 for individuals and \$200 for family passes.
- School Safety – In an effort to know and respond to the latest school safety procedures, our staff at Westwood will undergo school safety training on August 9<sup>th</sup>. Johnny Hendricks has arranged for knowledgeable experts to provide this training. We will also have a *Stop the Bleeding* training for all staff members on August 8<sup>th</sup>.
- We are discussing the Senior Parking Spots; once parking lot is completed to allow the Seniors to paint their spots or put some type of sign in a bucket, etc.
- Discussion will be held to determine if all MS/HS can tote book bags this year.
- Lisa Brooks is doing much better and is planning on being back for Preplanning.
- FALL Fundraiser idea is have a gun raffle; 20 guns/20 days and utilizing a local gun vendor

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

No report.

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

- Contacted all board members to discuss committee assignments-thank you to all for your willingness to continue serving where needed and where your strengths lie. We have an extremely strong and positive board and I am very proud to be serving alongside all of you.
- Met with Vice Chair to complete committee assignments
- Met with Jenny Bostick-Strategic Planning-moving forward
- Met with Keith/Lanair-Parking lot project-Keith will update
- Worked with Trustees committee to prepare for board retreat
- Meet with Keith in preparing for the new school year
- **Need \$20 from each board member for PTO Welcome back teachers-give to Jessica please**

**Finance/Grants-Harrell Rackley:**

- Reports submitted for approval
- All agreed
- Presented the proposed budget for 2022-2023 school year

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

Preparations for retreat.

Melissa has closed out the Golf Tournament; Requesting \$1000

Seed money so we have something to use for planning next year's event.

Still need NEW Board Member names

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

- No report

**Booster Club – Kelley Joyner:**

- Preparations underway for Kickoff Banquet.
- Will update board on New Booster Club plan which has been implemented
- Fundraiser underway selling hats, shirts, etc.

**Building and Grounds- Hunter Spence:**

- Baseball concession stand repairs have been done. Not surprising, other issues were discovered when they were tearing into the building. Some of new issues were repaired the day work was being done. Some they did what they could to help. Other items are larger in scale. I have asked for an estimate for those repairs and waiting to get that. In the meantime the issues that were discovered I shared with Keith and Susan so they were aware. None are immediate needs but certainly things that will need to be addressed.
- Work has started on the summer “punch list”. Hoping to continue to get as much done prior to the parent work day.
- During one visit I met with Keith. New items were brought to my attention and added to our master list. One of the “larger” items of need is addressing the covered walkway from the upper school to cafeteria. What we originally thought was a gutter issue/need, was discovered to be a multi issue problem. A video has been shared with B&G's while it was raining to give us a better idea of all the issues in that location. The video has been shared with committee members to try help find contractors/ideas to get the repair(s) done. Scott Sherman provided me with one idea that I am working on. Once I know more I will share with Keith and B&G's.
- Pruning/Pine Straw has been set up for Work Day.
- I am happy to report that the idea to ask Rob Ward to be an advisor/help to B&G's was discussed. After some strong-arm tactics and threats with an axe handle Rob relented and agreed to help B&G's. His vast knowledge and experience is a welcomed help for us and the school. We appreciate his willingness to help plus he's a tall drink of water that we can all appreciate.....

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

- Working phrase has started

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

- First Meeting will be in August.

**PTO – Jessica Adams:**

- New family orientation, August 2nd
- New teacher welcome baskets
- PTO work day, August 6th
- PTO and Board Back to School Teacher Luncheon, August 8 @ 11:30
- Teacher giveaways during preplanning
- Student giveaways first day of school
- Doughnuts for parents on first day (tentative)

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

- Continuing to publish school info on Bloomz and Facebook
- Hats off to WW being voted best school in Mitchell County! We also have the best headmaster-Keith, best teacher-Mrs. Adkins, and best coach-Earl Ford! Congratulations!!!
- Hannah Glass is a new addition and doing a GREAT JOB!

**By-Law Review- Christy Ward**

Newly re-organized.

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

- No report

**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, August 17th at 7:00p.m.**

**New Business:**

**Executive Session:**

Motion made by Hunter Spence to adjourn at 7:43 p.m. Second made by Laura Beth Tucker. All agreed. None opposed.

Meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary  
Westwood Board of Trustees