

**Camilla Schools, Inc. or  
Westwood Board of Trustees  
Meeting Minutes  
September 21, 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, Laura Beth Tucker, and Jessica Adams.

**Absent:** Susan Glass, Cader Cox, and Dicksy Hinesley

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Christy Ward called the meeting to order at 7:04 p.m. and Chris Nurmi opened with prayer. Hunter Spence, made a motion to approve the August 2022 board meeting minutes and it was seconded by Brent Collins. All approve. Motion passed.

**COMMITTEE REPORTS:**

**Headmaster Report – Keith Croft**

- New family recruits – We have received some phone inquiries for a few students.
- Current COVID numbers  
Active COVID cases – 0\*

\*Parents are no longer required to report these to us and we are not required to contact trace students any longer. This will probably affect our numbers, as expected.

- School opening: We had an exceptional school opening this year. I have had numerous teachers and family members comment to me that this has been one of the best school openings at Westwood. We are so pleased to hear this, especially with the construction going on at school. We are very grateful for everyone following our new drop/off and pick/up procedures, which has aided this process tremendously.
- Parking lot project – There has been a lot of progress this month. The workers had been progressing really well (even working late hours and some weekends) until just recently. A snag developed with a very old pipe and has since delayed the project. The needed pipe fitting was ordered and was to be delivered the week of September 12th. On September 13th, I received a phone call from LRA letting us know that the water would be cut off on Friday, September 16th at 4:00 PM in order to change the fitting. If the job is not completed on Friday, the water would be shut off again on Saturday until the job is completed. I believe we are getting very close to seeing asphalt. We are looking forward to this! Running the storm pipe today 9/21; should be paving by the end of the week.
- Viewboards - (Smartboards) – I have seen numerous teachers engaging students with lessons involving the new Viewboards. In visiting classrooms, I have observed our students enjoying a “hands-on” approach with these as well. I have also had several teachers relate to me how much they are enjoying these. I believe we will see positive benefits from this technology for several years.

- Dress down day - We had a school-wide dress down day on September 13th for Eli Griffin, a recently graduated student from Crisp Academy. Eli was involved in a tragic accident and the family has incurred numerous expenses. We are proud to say that over \$1250 was raised by Westwood to present to the Griffin family. We are very proud of our students and staff for their thoughtfulness and appreciate all donations that were offered. Please continue to pray for this family.
- Homecoming - We will be celebrating Homecoming and all the festivities during the week of September 19th - 23. We will be observing our dress up days, and will have a pep rally and a mini parade on Thursday, 9/22, along with the game Thursday evening. festivities will culminate with a dance on Friday evening (9/23). Dates and times for these events are listed below under upcoming events.
- Bible Verse/Motto - Just a reminder that 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.** God is our SHIELD!
- FCA - Along those same lines, we are talking to our staff members and community members in an effort to revitalize FCA meetings and events, devotions and other inspirational activities at Westwood. Covid has affected our abilities to have such school events in the past, but we would like to capitalize now that Covid has diminished somewhat. We would like to add it to our regular Tuesday rotation.
- School fundraiser - We will be conducting our school fundraiser (old magazine sale) beginning Nov 1st. Our fundraiser will feature “10 guns in 10 days” and will follow the same procedures for parents as previous fundraisers (\$100 sales/donations for one student families and \$200 for multiple student families). Students will earn the usual school holiday for participating, along with the Lollipop pull. We are hoping to generate more outside sales due to the participants having an opportunity to win a prize. Special thanks to Hunter, Cader and Chris for helping to plan and organize this event! Wade Shiver donation the guns at cost.
- Cafeteria prices - Due to an increase in food and supply costs, we will need to counter by increasing lunch and snack prices. We plan to do this second semester, but will begin to announce this soon so that our families know well in advance.
- School safety committee - We are in the process of forming a school safety committee. This team will review/analyze school safety plans including safety, weather and intruder drills and other pertinent safety information and offer needed suggestions for improvements. Plans are in motion to repair softball concessions and repair the cracked flooring during the Christmas Break.

Upcoming events:

- Sept 22 Mini parade @ 1:30, Pep Rally immediately after the parade
- Sept 22 Homecoming Game vs Baker Co. @ 7:30 PM
- Sept 23 Homecoming Dance 8:00 - 11:00 PM

- Sept 26 - 28th 4th/5th grade Jekyll Trip
- Sept 28 See you at the pole @ 7:45 AM

**Curriculum Director – Dicksy Hinesley:**

- Holding meetings with each class (Freshman-Senior)
- Started the Let’s Read Program back up
- AR has started except for 1<sup>st</sup> grade

**Chairman’s Report – Susan Glass:**

- Met with PAC Committee
- Working with Jenny Bostick-Strategic Planning
- Worked on grants with Keith and LB
- Met with Grandparents Club
- Working with Christy Ward-STEM projects

**Finance/Grants-Harrell Rackley:**

- Reports submitted for approval
- Motion from finance committee for approval of budget; seconded by Laura Beth Tucker. All agreed
- Motion from finance committee for approval of August Financials; seconded by Lanair Worsham, Jr. All agreed.

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

No report.

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

- Attended the theory of Goal meeting in Macon

**Booster Club – Kelley Joyner:**

- Crystal Hawley no longer helping
- Purchased chairs for Basketball Team

**Building and Grounds- Hunter Spence:**

- Work was okayed to repair siding and stairs on the baseball concession stand. This was a larger issue that was uncovered when the repairs were done a few months ago. Since this was not part of the original estimate we secured a bid and that work has been okayed. No timetable is set but hopefully done in the next 4-6 weeks.
- Small repair items come in and we address them when we can.

**Strategic Planning– Susan Glass/Jenny Bostick:**

- Strategic Planning Committee is formed-they will have first meeting in October-have one member left to add to the group.
- Jenny is working on the questionnaire that will be used to gather the information to update the plan.

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

- Had first meeting of the year and invited Keith and Susan to attend

- Handed out fall festival raffle tickets to grandparents
- Need all board members to support raffle

**PTO – Jessica Adams:**

- Monthly teacher and student giveaways
- Monthly teacher gifts
- We had a great PTO meeting. Thank you to all of those that came!
- King and Queen sales start September 29th in auditorium at 7:45am.
- Please sign up to work at Fall Festival.
- **PTO Sponsorships available-\$250. Due October 5<sup>th</sup> to be included on campus banner.**

**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:**

**PAC Committee meeting was held August 30<sup>th</sup>.**

**PAC Committee questions**

8/30/2022

- 1. What are the top 3 reasons families choose Westwood?** Safety, family atmosphere, small size, culture, Christian atmosphere-comment was made too, about what an improvement the school made when we added the fence. The safety and security feels stronger.
- 2. What are our top 3 areas in which we could improve?** FCA? Try to find a better time to have FCA-lunchtime one day a week? Work on having a more visible Christian presence in middle school and high school. Devotionals? Some schools join hands at the end of pep rally's and pray at the conclusion-we used to have prayer to finish each pep rally. Start that again? Are we praying at the end of assemblies? We also talked about the new TV the NHS bought which can be utilized for Bible verse of the week-sports highlights, let everyone know what is going on, etc. Someone suggested maybe have the middle and high school kids get trained with the active shooter training the teachers had. Communication was discussed-individual coaches have gotten better-Coach Fries has made a difference in this area. One committee member had contacted Coach about needing some more communication for children in a particular sport, and the next day the information flow started.
- 3. How many parents have contacted you because of your involvement with this committee?** Yes-one committee member had a parent they didn't know send them something to bring to the committee's attention. It was a post from a neighboring school that was holding hands at the end of their pep rally and praying at the conclusion. The committee noticed that their names and their committee information had gone out on Bloomz and they were pleased.

4. **Parking lot feedback-Good overall? What have they heard?** Lot of good feedback. Feel Keith did the groundwork necessary ahead of time to have everything running smoothly. So pleased with how everything looks and is going.
5. **What are the 3 best things about this school year so far?** No masks, no COVID, “back to normal” feel for the school year. The comment was made that we are doing a good job of including the new families and linking them with current families to assist in the transition. Seems to be going well. Lot of members commented as to how good a job Keith is doing, and what a good addition to our staff Coach Fries has been. Off to a great start!!!
6. **Communication-is our level of communication enough? Too much? Just right?** Communication is good-lots of compliments to Christy Ward and the Marketing/communications committee!! Our social media presence is outstanding! Bloomz is helpful when the parents choose to join it.

**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, October 19th at 7:00p.m.**

**New Business:**

**Executive Session:**

Motion made by Lanair Worsham, Jr to enter executive session; second made by Hunter Spence. Motion passed.

Motion from the finance committee to approve Keith’s contract; second by Hunter Spence. Motion passed.

Motion made by Hunter Spence to adjourn at 7:47 p.m. Second made by Chris Nurmi. All agreed. None opposed.

Meeting adjourned at 7:50 p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary  
Westwood Board of Trustees