

**Camilla Schools, Inc. or  
Westwood Board of Trustees  
Meeting Minutes  
May 17, 2023**

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

**Absent:** Laura Beth Tucker and Cader Cox

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Susan Glass called the meeting to order at 7:10 p.m. and Hunter Spence opened with prayer. Hunter Spence, made a motion to approve the April 2023 board meeting minutes and it was seconded by Christy Ward. All approved. Motion passed. Jessica Adams introduced Maegan Williams as new PTO President.

**COMMITTEE REPORTS:**

**Headmaster Report – Keith Crof**

- New family recruits – I had two families scheduled to meet/tour this week, but both cancelled. We have another potential family coming this Thursday.
- Strategic Plan – We are still making good progress towards our projected finish. Thanks goes out to all involved in this important process.
- New Cameras – Update: The 2 new cameras covering the areas outside where the golf cart, gator and buses are located have been installed. Special thanks to Mrs. Jessica and PTO for assisting with this!
- New Softball and Baseball Shelters – Update: Construction was completed on this project recently. Thanks again to the Grandparent’s Club for these additions.
- New phones with Windstream – Update: Thankfully, after many delays, AT&T was finally able to bury the phone alarm line. I have been in discussions with Windstream regarding past billing issues and hopefully, we will have these resolved very soon.
- Morris C. Johnson Award:Update: Westwood had three (3) student athletes to win this distinguished award, which was the most in the entire GISA. The winners were: Carli Bynum, Hannah Glass and Sarah Sheffield. Congratulations to all!
- Special events – Recently, we have hosted the following events: MS and HS Academic Assemblies, Senior final walk through, MS/HS field day, Senior’s honors night, athletic physicals, FUTURENOW dress-down day, Kona Ice day, and the spring athletic banquet. All of these activities have been well attended and there has been good fellowship, and/or good food and fun events. As you can tell, we have been super busy with lots of activities and events. We are very proud of all award winners, presenters and competitors.
- Rotary Club winners – At the recent Rotary Club meeting, Westwood had two students that were awarded special recognition. Vivi Collins was selected as the Rotary Essay winner and Victoria Lee was chosen as the Rotary Scholarship winner. We are very proud of both young ladies. Congratulations!

- Special Assembly - Chris Musgrove of FUTURENOW came to Westwood on Tuesday to speak with all 6-12 graders. Chris is a dynamic speaker, author and minister. His organization FUTURENOW travels to schools and speaks candidly about goals, purpose, and making good decisions, along with promoting biblical perspectives. The assembly was good and we hope to bring Chris back to Westwood in the future.
- Scheduling – We will begin to look at scheduling for FY 2023-24 next week as we prepare for the upcoming school year.
- Summer needs - We will soon begin to access summer projects that need to be completed before we begin next year’s school term.
- Graduation – Our staff has been working diligently on getting all students ready for graduation, along with preparing for the final event. A special thanks goes out to all who have been working so hard. We are looking forward to a nice ceremony Friday!

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Upcoming events:

- May 12-16 – Sr Life Skills
- May 17 – Sr Ride Around 1:45, Slide Show follows
- May 18 – Mrs. Adkins Celebration 3-5 PM
- May 19– Graduation
- May 22 – K3 Graduation- 8:30 AM, K4 10:30 AM, K5 7:00 PM
- May 24 – Last day – Noon dismissal – Post planning
- May 25<sup>th</sup> – Post planning
- May 26<sup>th</sup> – June 4<sup>th</sup> Westwood is Closed
- June 5<sup>th</sup> – Begin summer schedule
- June 5-9 - Gymnastics camp
- June 12-15<sup>th</sup> – Sports camp 8-11 AM, STEM camp 12-4:00 PM

**Curriculum Director – Dicksy Hinesley:**

- Middle school awards program
- 9-11 Awards program
- Senior Night
- Graduation

**Chairman’s Report – Susan Glass:**

- Mrs. Adkins Retirement Event-SHE HAS BEEN TEACHING FOR 78 YEARS!!!!!!----BIG thank you to Heather Cox and Paige Huey for food and decorations. Also, thank you to Christy Ward for capturing letters people submitted onto Facebook and for making them into a book to present to Mrs. Adkins. Keith has been in contact with Channel 10. Mrs. Dee and the Lab ladies have all been hard at work to make the day special. Nan Williamson is making a beautiful arrangement of flowers for the foyer.
- Senior Honors Night-assisted with planning and decorations-THANK YOU to Jessica Adams for her organization and execution of the event-DicksyHinesley for all the countless hours it took to get this event together!!! - Keith-the evening ran smoothly-Holli Sapp for the cakes and Emily Donnelly with FRAC for painting the vases that were presented to the Seniors that evening with flowers in them. Also, Brandi McGalliard of Cottage Flowers and Gifts did our beautiful table arrangements.

- All the different awards programs went so smoothly! Thank you to Dicksy, Coach Fries, Keith, and Paige for all their hard work.

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

- Reports submitted for approval
- Motion made from Finance Committee to approve the budget; seconded by Kelley Joyner. All agreed.

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

- **Alumni:**  
Alumni committee has funds to go towards the new playground equipment. Kids have requested a volley ball area; possible pickle ball court  
Class of 2023 is making a monetary contribution on behalf of their K5 little brother/sister
- **Trustee's Committee:**
- Trustees Committee met to choose nominees. Contacted all 3 members rolling off board to get their nominees

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

- Thank you notes?

#### **Booster Club – Kelley Joyner:**

- Spring Banquet was last night
- Ashley Griner is going to help next year with Booster Club
- Ashley and Kelley met with Keith and Coach Fries about plans for next year

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

- Paint and caulking on baseball concession stand completed. That finalized repairs on the concession stand.
- Gutter on the back of the lower elementary building has been cleared of debris that was causing the “waterfall” during heavy rain storms.
- Incorrect downspout elbows have been ordered. These are for downspouts by the cafeteria.
- Keith sent me a picture of a gutter on the auditorium that was about to fall away from the building. GA/FLA Seamless gutters should have it repaired Tuesday 5/16.
- Estimates for playground equipment and repairs have been secured and discussed. After some discussion it looks like we are going to have new platforms made on the existing lower school playground equipment. The “base structure” is in good shape besides the platforms. At the end of the school year, Chris Nurmi and Brent Collins are set to remove the platforms, take them to Tim Joyner so he can make new ones out of stainless steel. They will be covered in a rubber coating to help with traction. New platforms should be installed before the 2023-2024 school year. Money raised from the golf tournaments that have been earmarked for new/repairs to the playground equipment will aide in the new platforms and possible purchase of a new, smaller playground set to add to the lower elementary playground. There is a lot going on with this project but we finally have a plan that we are able to move forward with.
- The softball concession stand/bathroom “building” is an area of great concern. An email was sent listing the issues and problems with the existing building. Coach Friese also reached out to me to discuss the issues. From discussions I have had, it seems repairing the existing building

would ultimately be delaying the inevitable. The hope is we can save on the costly repairs and construct a new concession stand and restroom area for the softball facility.

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

- Once again-we are struggling to find a time to meet at this time of the year. We are trying to finish
  1. Amanda Heard PAC Focus Group
  2. LanairWorsham, Jr. Board Focus Group
  3. James Adams Grandparents Focus Group
  4. David Cooper Community Focus Group
  5. Mary Lou Simmons Student Focus Group
  6. Betsy Caldwell Teacher Focus Group
  7. Keith Croft Administration Focus Group
  8. Christy Ward Alumni Focus Group
  9. Susan Glass Member
  10. Jenny Bostick Facilitator

**Grandparents –LanairWorsham, Sr.:**

- No report

**PTO – Jessica Adams:**

- Working with Maegan Williams to shift everything over

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

- Sport/Stem Camps are in profit making mode
- Two ads running now (Bainbridge & Thomasville)
- Planning on getting more students from the school on the communications committee for next year.

**By-Law Review- Christy Ward**

- No Report

**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, June 21<sup>st</sup> at 7:00 p.m.**

**New Business:**

**Trustee’s Committee: 2023-2024 Board Chairs**  
**Chair: Christy Ward**

**Vice Chair: Hunter Spence**  
**Secretary: Jessica Adams**

We will vote on replacement board members at next month's meeting.  
Lunch accounts: Get an app on/from PowerSchool to help with lunch accounts.

**Executive Session:**

Motion made to adjourn at 8:00 p.m by Lanier Worsham, Jr. Second made by Hunter Spence.  
All agreed. None opposed.

Meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Kelley C. Smith, Secretary  
Westwood Board of Trustees