

Camilla Schools, Inc. or Westwood Board of Trustees
Meeting Minutes
July 27, 2023

Present: Keith Croft, Christy Ward, Lanair Worsham, Sr., Hunter Spence, Cader Cox, Kelley Smith, Chris Nurmi, Lanair Worsham, Jr., David Griner, Boyd Williamson, Brent Collins, Jessica Adams, Harrell Rackley, Wade Shiver, Heather Lanier, and Amanda Heard

Absent: Kelley Joyner, Megan Williams

Christy Ward called the meeting to order at 5:53 p.m. and Chris Nurmi opened with prayer. Hunter Spence made a motion to approve the June 2023 board meeting minutes and it was seconded by Lanair Worsham, Jr. All approved. Motion passed.

COMMITTEE REPORTS:

Headmaster Report – Keith Croft

- New family recruits – I have met with several families this summer and some of those students are not counted in the enrollment numbers.
- Scheduling – Mrs. Dicksy has been dropping students into their respective classes in anticipation of school beginning. As well, she has been working on scheduling new students, according to their specific needs.
- Summer needs - We have been working on a variety of needs around campus in getting ready for school beginning. We have had the carpets cleaned in Upper/Lower Elementary and have replaced needed glass in one class room. We have had the mower serviced, and have made other needed repairs around campus as needed.
- Staff needs – We are pleased to announce that we have all needed staff members in place for the new school year. We have previously announced that Mrs. Patricia Mullis will be teaching K 4 and we would like to welcome both Christa Miller and Emily Williams to the Westwood family. Christa retired recently with TRS and will be teaching MS Science and also assisting Mrs. Betsy Caldwell with annual staff. Emily will be teaching K-3, replacing Mrs. Tabatha Broadway, who has moved to Kentucky. We are excited to have these new staff members at WW!
- Art class – We are still looking at the possibility of adding art back into the elementary curriculum one day a week. We will be speaking with a candidate very soon, as we are waiting for her to finish some previous summer commitments. We will keep you posted on this.
- Chapel -We are in the planning stages of developing a monthly chapel service for grades 6-12. Hopefully, this would be a student-led venture that would include music and special speakers. We will have more information about this at a later date.
- Windstream – It appears that we have finally completed the discussions and corrections needed to have our account updated to the plan previously agreed upon in 2021. Windstream has made the necessary updates and hopefully we will be at the monthly charge we had anticipated
- New Copiers – I met with Ashley's on July 13th to discuss our current lease that is expiring.

We discussed the options available, and I have signed a 48-month lease for refurbished copiers that will be better suited for our needs.

- Intercom System – I met with ESS officials (Albany) on July 17th to discuss our older intercom system and to look at possible updates. They are preparing a plan and quote(s) for consideration purposes.

- Pre-Planning Meetings/Trainings – We have a Smartboard training update scheduled for Tuesday, August 8th with all teachers. As well, we will have Capt. Jerry Mobley of the Camilla Police Dept. give an updated school safety session on Wednesday, August 10th.

- New Computers & Laptops – Using the money raised from our “10 Guns in 10 days” fall fundraiser, we were able to purchase the following for our teachers & students: Desktops: 6 for HS library, 3 for Elementary Library and 2 for the Lab.

Laptops: 10 for Annual Staff, 4 for Teachers Student Chromebooks: 36 chrome books for charging carts.

- Fall Athletics – Several of our fall sports teams and groups have been practicing in July in anticipation of their respective seasons (or will begin very soon). We are proud of these student-athletes and look forward to their competitions.

Upcoming Dates/Events

July 31 New Family Orientation (6:00)

August 1 Softball Home Opening Game vs Flint River 1:00

August 5 Parent PTO workday

August 7-9 Teacher Pre-Planning

August 7 Cottage Meetings (K3-1st 6:00 in Cafeteria), (2nd-5th 6:30 in Auditorium)

August 8 Cottage Meetings (6th grade 6:00 in Cafeteria), (7th – 12th 6:30 in Auditorium)

August 10 1st Day of School/Football Scrimmage @ John Hancock @ 5:30 August 14

Kickoff Banquet

August 18 Home Football Opener @ Baker 7:00

Curriculum/Guidance- Dicksy Hinesley

- All students have been placed in their respective classes, dual enrollments have been designated and study halls set up.

- Marie Dixon is assisting with the EMC STEM Grant.

- Preplanning is in full swing. Have met with K grades to discuss curriculum. ● Exploring a high school math support class to assist students that may struggle in math. ● Book supply orders have been placed.

- Christy Ward and Dee Thomlinson are working to add exploratory classes for Middle School students during Lab.

Chairman's Report - Christy Ward

- Board Retreat

- Board Development- Healthy Board, Successful Schools book

- Committee Assignments

Finance/Grants - Harrell Rackley

Finance Committee made a motion to approve financial reports; second by Kelley Smith. All approved.

Trustees Committee/Alumni Relations- Heather Lanier & Jessica Adams

No report.

Fundraising/Goal - Lanair Worsham, Jr.

Totals- 99 families approved for GOAL scholarships

Booster Club - Kelley Joyner

- Working on creating a PayPal account for Booster Club
- Getting ready for Kick off Banquet on 8/14
- Purchasing plastic covers to replace yellow ones on the baseball and softball field. Fries has already ordered
- Working on creating a Spirit shirt and having inventory on hand for purchase at events like football, etc.

Building & Grounds - Hunter Spence

- B&G's was excited to gain a new member but that excitement quickly subsided when we were told it was David Griner. To lift our spirits we have taken a vow to work him "like a rented mule." In all seriousness, we are happy to have David. To get him "up to speed" David has been assigned the head of the "buildings and grounds complaint department" so please direct all questions, frustrations and anger towards him. He may look 14 but he can handle it. ● B&G's has been in contact with Paige and Keith in regards to our summer list. Some items have been taken of and some are "in progress". We really need to find/recruit some people who like to paint. If you do please let us know. I have met with Keith on a few items that needed his directions. By the time we meet I am planning for the B&G committee to meet at school and work on some of the repairs. Pruning and pine straw crew has been contacted to prune everything at the school and put down fresh pine straw prior to August 10th.
- Was given word that the softball concession project has been put "on hold" until Fall/Winter. I believe the school is going to rent some "johnny's on the spot" and a hand washing that softball patrons can use this season. The concession stand was deemed "okay" to make it through this season. Once the season is completed that building will be removed and construction of a new building will start. We continue to work on the new concession stand and restrooms. Logistics for septic tanks, power and water will be the big issues to figure out. The new building will be situated just off the existing concrete pad behind home plate. It will be two stories and have two restrooms.

Strategic Planning- Susan Glass, Jenny Bostick, Keith Croft, Christy Ward

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. Lanair Worsham, 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 Club- Lanair Worsham, Sr.

- Will have tickets next month.
- First meeting will be the Tuesday after Labor Day

PTO - Megan Williams

- PTO is collecting Westwood shirts to sell at New Family Orientation on July 31.
- Our first parent work day is Saturday August 5th.
- Back to School Teacher lunch is Monday August 7th. I'm making goodie bags for all teachers/staff.
- PTO has 4 welcome baskets put together for new teachers.
- We will provide donuts for parents on the first day of school.
- We are providing Kona Ice on August 17th for all students to celebrate back to school.
 - I'm planning a PTO Fundraiser night at Kebo's for August 22nd from 5:00- 8:00. They are going to donate a percentage of sales from the night to PTO. I will have a table set up with sign up form to join PTO, sponsorship forms, and volunteer opportunities. This night will also serve as our first PTO "meeting" of the year!

Communications & Marketing-R&R/Goals - Jessica Adams

- Mailed welcome letters to new families
- Westwood Alumni Small Business campaign on social media
- New Family Orientation, July 31st 6:00 pm
- New Faculty posts on social media

By-Law Review - Heather Lanier

- No Report.

PTO Parent Representative - Amanda Heard

- Assisting with scheduling media post
- Matching current families with new families for our New Family Orientation

Old Business -

- All committees meet during the month if needed. Committee chairs please forward committee reports to the board chair prior to our next board meeting on Wednesday, August 23rd at 7:00 p.m.

New Business -

Executive Session -

Motion made to adjourn at 6:49 p.m. by Christy Ward. Second made by Hunter Spence. All agreed. None opposed.

Meeting adjourned at 6:50 p.m.

Respectfully submitted,

Jessica G. Adams, Secretary
Westwood Board of Trustees