

Camilla Schools, Inc. or Westwood Board of Trustees

Meeting Minutes

February 21, 2024

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

Absent: All present

Christy Ward called the meeting to order at 7:02 p.m. and Wade Shiver opened with prayer. Cader Cox made a motion to approve the January 2024 board meeting minutes and it was seconded by Hunter Spence. All approved. Motion passed.

Committee Reports

Headmaster Report – Keith Croft

- 403B Multiple Retirement Plan (403BMEP) – On January 24th, I had a Zoom meeting with Jake Connors of Compass Financial Partners regarding the Independent School Collaborative MEP Retirement Plan. This meeting was just an opportunity for me to listen and review this plan for a better understanding of employee benefits for possible future consideration.
- 100th Day of School – Update - This was celebrated on January 25th. We saw a lot of “old” students with gray hair and canes and a lot of big smiles. Thanks to Megan and PTO for supplying doughnuts and fun for all of our students!
- Pelham & Cairo Chamber Banquets – I attended the banquet on January 26th in Pelham at 7:00 at The Barn. I also attended the Cairo Chamber Banquet on Saturday, February 17th at 6:00 at the Cultural Center. As a part of our efforts to promote Westwood and attract new families, we will be attending banquets at neighboring counties (and Camilla) where we have joined the Chamber of Commerce. Next up will be the Moultrie and Camilla banquets.
- GISA/GIAA officials visiting Westwood - Update – On January 29th, Dr. Jeff Jackson, GISA President, Dr. Stan Whitlock, GISA Vice-President and Kent Copeland, Executive Assistant of Athletics visited Westwood. This was an informative meeting as updates regarding relevant school and athletic trends and policies were discussed.
- Blood drive – The big red bus was on campus on Feb 5th and contributions were donated.

- Souper Bowl Luncheon – Our teachers and staff were treated to this tasty annual luncheon on Feb 6th.

This is a very nice treat for our staff. Thanks so much to PTO and Megan Williams for your efforts. Also, thank you for providing all staff with candy and treats on Valentine's Day!

- Utica Insurance Visit – We had a visit from a Utica official on Feb 7th. This is the new insurance company that we joined due to the previous company no longer writing schools. This was an inspection and follow-up to the new plan.
- Daddy/Daughter Dance – This dance was held on Feb 10th and was a very enjoyable event.
- STAR Teacher/Student – On Feb 12th, a ceremony was held at WW to introduce the new STAR teacher and student for WW. Mr. Ray Muggridge from the Bank of Camilla introduced STAR student Isabelle Rubendall and STAR teacher Lisa McGahee. Congratulations to both for outstanding work, dedication and leadership!
- Valentine's Booth – Valentine's Day was celebrated in style on Feb 14th at WW. Cookies, candy, balloons, toys, stuffed animals and many other treats were sold and purchased. The auditorium was nicely decorated and filled with happy students. Thank you so much to our junior class, parents, staff, board members and all who worked very hard to provide this.
- Fundraiser Holiday – Feb 16th was the school holiday for students who participated in our annual fundraiser.
- Presidents' Day – Feb 19th is Presidents' Day, a school holiday at WW. Coupled with the fundraiser holiday, this allowed our staff to enjoy a four-day weekend.
- K3 Playdate and Open House – Jessica Adams and I will be meeting on Feb 20th to discuss plans for this event on Feb 25th @ 2:00. We will have our usual K3 playdate for new K3 families, as well as have tours and information for prospective families in attendance.
- Dr. Seuss Week – Our elementary students will be celebrating Dr. Seuss Week Feb 26 - March 1 with dress up days and other school activities.
- WW Discount Cards – These cards will go home with all students on Feb 20th and funds will be collected on March 1st. This is a voluntary fundraiser for WW. Special thanks to Amanda Heard for organizing this.
- March 10/11 GIAA/GISA Heads Meeting – I will be attending this meeting at Callaway Gardens.
- Windstream – I have been in numerous discussions (again) with Windstream

regarding the recent required price increases charged to our new account. After repeated efforts, I have hopefully conversed with someone who is working on getting this fixed and we will (hopefully) get the bill back to where it should be.

- Vaping issues – Due to the increased vaping crisis in the nation, I have been researching for relevant information (or a possible speaker) to update our MS/HS students. Most students do not know the harmful effects that vaping can have, and some may think it is safer than normal cigarettes. We would like to show them the true facts to hopefully deter this action.

- Busing possibilities - We are continuing to discuss and research ideas for possibly busing students from neighboring counties to Westwood. Notifications to gauge interest from parents have been sent out. We have personally contacted numerous people that have shown an interest from Moultrie and will be targeting the Cairo area as well. We are considering special interest meetings as well. Special thanks to Christy Ward and Jessica Adams for discussions, action plans, and contacting families as well.

- Parent connections – In an effort to involve our younger families more in events/activities within our school, or increase our appreciation for them, the following activities are occurring:

1. Mother Goose (and her real goose) will be coming to WW on Feb 27th. Our K3-K5 parents have been invited to attend as well.

2. K-3 teachers will be inviting parents/grandparents to be surprise readers each day during Dr. Seuss week. Our K-4 teachers are also going to be inviting parents/grandparents to read to students weekly as well in the future.

3. We are also looking at the possibilities for a spring activity or event or either an awards ceremony for our lower school.

4. Staff members at WW wrote 259 personal notes to every student at WW, expressing how excited they were to have them as students at WW. These were collected and mailed on Feb 15th. Our staff aggressively jumped on this idea and many expressed how much fun this activity was to them. I am sure that our students (and their families) will appreciate this gesture very much.

- EMC Honor – Congratulations to Sam Summerlin! Sam was the WW nominee for the EMC Washington Leadership Tour. Sam won over 9 students from our area and will go to Washington in June.

Athletic Update:

1. A pep rally was held on Feb 2nd and Senior Night was held at the basketball game vs Citizens Christian that evening. Senior players and cheerleaders were recognized that evening for their achievements.

2. Our boy's basketball team completed their regular season on Feb 16th, competing in

the AA region tournament at South Georgia College. The final rankings will be released Sunday, Feb 18th, determining what teams will advance to the State Tournament. The WW baseball, tennis, and track teams have been practicing for their upcoming seasons and will begin competing very soon.

3. Our parent led “Little Cats” basketball team, comprised of 2nd-4th grade students have had a wonderful time competing this year. They have averaged 30 kids at practices, scrimmages and mini games played during halftime of our varsity games. We are excited about getting kids involved in sports early and this should help us to grow our program for the future.

4. A new edition to WW this year is junior pro baseball. Students in grades 3-4 and 5-6 will be competing this year. We are excited about this addition. Earlier this year, our junior pro softball and basketball teams practiced and competed very well. Again, involving kids in sports at WW at an early age will hopefully promote and maintain their interest in sports, which will ultimately enforce our athletic programs for the future. We are so grateful to all parent volunteers who help us be successful!

Curriculum/Guidance-Dicksy Hinesley

· All 9th and 10th graders have received their current HOPE GPAs. Transcripts are sent up to Georgia Student Finance twice a year, in January and June. Students have been encouraged to make and keep above a 3.0.

· I have met with each junior to discuss the following:

- HOPE GPA
- College plans
- Admissions requirements for the specific college they want to attend •
- SAT scores
- Plans for occupation (looking at colleges that offer what they want) ·

100th day of school-doughnuts to the students

· Funding has been cleared for all Dual Enrollment classes for spring semester

· I am getting ready for the Dual Enrollment parent and student meeting on February 29, 2024, for 10th graders & any 11th graders who want to start DE.

· Elementary teachers have been encouraged to refer students to the lab for extra help.

· Ten transcripts, signed, dated and stamped, have been given to each senior to use for scholarships

· The Archbold Auxiliary Scholarship is back after a hiatus since the onset of

Covid. · Scholarship opportunities are being posted on Bloomz and printed for

students.

- Ray Muggridge presented the STAR Student and STAR teacher winners to the MS & HS student body on February 12.
- I have verified Georgia Student Finance Preliminary HOPE Scholarship Reports for seniors and underclassmen.
- We are examining a new reading series for the elementary school that has great reviews and that has been “strongly recommended” by the High Quality Instructional Materials Advisory List by the Georgia Language Arts Supervisors. I have ordered samples and have given teachers a guide for examining each grade level. Grades 3 & 5 have come in. We are expecting the grades 1, 2 & 4 to come in this week. We are looking for a series that supports our current Orton Gillingham phonics program.
- Sam Summerlin was Westwood’s nomination for the competition for the EMC Washington Leadership Tour. Betsy Caldwell, Al Timmerman, Fran Sheffield and I prepped Sam with a mock interview where we supplied Sam with questions, made suggestions, and helped him get the nerves out! A thank you goes out to these teachers for giving up their planning period to help. I’m proud to say that Sam Summerlin won the competition and will go to Washington on an all-expense paid leadership trip this June. There were 9 nominations from the area for the competition. A special thanks goes to Mitchell EMC for this amazing opportunity for our community’s young people!
- Around mid-March, many D1 schools will be releasing their admissions acceptances, so we are anxiously awaiting those.
- I’ve contacted Georgia Southern University’s admissions counselor for our area about setting up a visit for early fall.
- We’ve sent home notices to parents about the digital PSAT 8/9 and the SAT being given on our campus in March. They were attached to all HS progress reports.
- I’ve been meeting with students whose grades have dropped.
- I’ve completed a survey through College Board concerning AP course offerings.

Chairman’s Report – Christy Ward

- Strategic Planning-met with Susan and Jenny
- Meetings with Keith

Finance/Grants-Harrell Rackley

- The finance committee presented financials and made a motion to approve. A second

was made by Boyd Williamson. All approved.

Finance/Grants-Harrell Rackley

- Reports submitted for approval

Trustees Committee/Alumni Relations-Heather Lanier & Jessica

Adams No report.

Fundraising/GOAL – Lanair Worsham, Jr.

- GOAL Fundraising synopsis
- March 15 is the deadline to submit GOAL payments.

Booster Club – Kelley Joyner

- Concessions at equipment auction
- Donation made to football team

Buildings and Grounds- Hunter Spence

- A new, proper reinforced flagpole rope (or as they call it in the biz, a halyard) was installed on the flagpole. With the correct halyard being used it should serve the school for a while.
- New Master padlocks that are all “keyed” with the same key were ordered and picked up. The initial order was 13 total locks. In the future if more locks are needed they can be ordered from A-1 Lock & Key in Albany or from Master Lock. All we would have to provide is our key number. *Buying from A-1 was cheaper than getting them directly from Master.
- Hopefully by the meeting the crepe myrtles will be trimmed. It’s a shame they have been massacred year after year instead of letting them grow out and provide shade in the spring and summer. But, we were instructed to trim them back so we will.

Strategic Planning – Susan Glass/ Jenny Bostick/ Keith Croft/ Christy Ward

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 – Lanair Worsham, Sr.

Grandparent's Auction on March 9th at 4:30 p.m.

PTO – Megan Williams

- Mother Goose is coming February 27th for elementary.
- Saturday, March 2nd is our Parent Work Day.
- Tuesday, March 12th is our spring Friends and Family Night at Kebo's. They will donate a percentage of sales to PTO.
- Starting to plan Teacher Appreciation Week (March 25th-29th)

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

1. Sent out invitations to open house/play day
2. Social media/chamber email blasts
3. Open house/play day February 25th at 2:00 pm
4. Registration signage- take a sign with you!
5. Prospective family list (from Paige current as of 2/19)- these families have called the school and will receive a snap code.
 - K3 : 11 (3 are current families, 8 are new families- none from Cairo list or Moultrie list)
 - K4: 4 (All new families)
 - 1- 1st grade(Moultrie list), 1- 6th grade (Moultrie list), 1- 8th grade 6.

Planning two community meet and greets- Moultrie and Cairo for March

7. Thank you to Mr. Keith for attending the Pelham Chamber and Cairo Chamber Annual Banquets.

By-Law Review – Heather Lanier

- No report

PTO Parent Representative/PAC –Amanda Heard

- Community Cards

Old Business

Boyd Williamson presented an update on the annual campaign, 77% of goal has been met.

Ag Auction update.

New Business

- Family Referral Rebate- a family who refers a new family to WW for enrollment will receive a \$300 tuition credit.
 - Motion made by Christy Ward, second by Hunter Spence, all approved.
- GOAL Hardship Policy- Discussed adding language to policy for GOAL committee to exceed 50% GOAL tuition credit based on a defined hardship.
 - Motion made by Christy Ward, second by Cader Cox, all approved.
- The Learning Lab has requested to contract Christy Ward for services to update current Learning Lab procedures.
 - Motion made by Boyd Williamson, second by Lanair Worsham, Jr., all approved.

No Executive Session

Motion made to adjourn at 8:16 p.m. by Lanair Worsham, Jr.. Second made by Cader Cox. All agreed.

None opposed.

Meeting adjourned at 8:16 p.m.

Respectfully submitted,

Jessica G. Adams, Secretary

Westwood Board of Trustees