

December 19, 2022

Dear Students, Families and Educators:

As you may know, Superintendent Emily Parks has announced that she will be departing at the end of the school year after a remarkable twenty-eight years of service to the Westwood Public Schools. Ms. Parks's significance in the Westwood community cannot be understated. She started her career as a social studies teacher in Westwood High, eventually transitioning to Assistant Principal and then Principal of Westwood High before joining Central Office, first as Assistant Superintendent and finally as Superintendent. Her leadership has made an extraordinary impact on the District, and we look forward to honoring Emily's many contributions to WPS in the months ahead.

In the meantime, the School Committee is taking initial steps toward hiring a new Superintendent. While we are in the early stages, we feel it is important to provide an update to the community about our current position and the process ahead.

First, Chair Charlie Donahue named Tony Mullin and Maya Plotkin to co-chair the Search Committee. Tony and Maya have over 10 years of collective experience on the School Committee and are well-placed to understand the needs of the District.

Tony and Maya are currently in the process of bringing a search consultant on board, who will assist with a number of matters, including: (1) creating and posting the job description; (2) advising on the membership and mandate of the search committee; (3) suggesting a timeline for resume reviews and applicant interviews that aligns with the District's timing needs; (4) providing outreach to potential candidates and managing the applicant pool; (5) assisting with initial evaluations of applicants and working with the search committee to determine the finalist candidates, who will then interview with the full School Committee in public meeting(s) and conduct community visits.

As we move forward with the search consultant selection, we wanted to note a few things for the community:

- To ensure a robust search that attracts excellent candidates, the initial stages of the search process will be confidential. The search committee will conduct initial interviews and narrow the field to three finalists. Once finalists are identified, their names will become public.
- We anticipate that the search committee membership will include individuals from a varying range of circles, such as faculty and staff members, parents, and students. We will provide more information in January on the makeup of the committee and ways for community members to get involved.
- The search committee will be dedicated to ensuring that the core mission of the Westwood Public Schools - to challenge and support all students - is at the forefront of the search throughout the process.

We will be in touch in January with more information and ways that District members can get involved in the search committee process. In the meantime, please direct any questions you may have to Harley Pease, Executive Assistant for the Westwood Public Schools; Harley can be reached at 781-326-7500 x1341 or via email at [hpease@westwood.k12.ma.us](mailto:hpease@westwood.k12.ma.us).

Thank you for your cooperation as we move through this search process. Best wishes for a wonderful holiday season and New Year!

Sincerely,

Westwood School Committee

Charlie Donahue, Chair  
Tony Mullin, Vice-Chair  
Amanda Phillips, Clerk  
Maya Plotkin  
Dorothy Parmelee