

WESTWOOD SCHOOL COMMITTEE
Westwood, Massachusetts

MEETING MINUTES
September 18, 2024

Attendance and Call to Order

The meeting was called to order at 6:31pm by Chair Amanda Phillips. Also present were: Maya Khuri Plotkin, Dorothy Parmelee, Tony Mullin; and JoAnna French. Superintendent Tim Piwowar and Assistant Superintendent Caitlin Ahern were present on behalf of the district.

Harley Pease recorded the minutes.

Superintendent's Report

Introduction of Pine Hill AP and Integrated PreK Director

Superintendent Piwowar introduced Pine Hill Assistant Principal Samantha Bean and PreK Director Daniel Tratt to the Committee.

Summer Programming and School Opening

Superintendent Piwowar shared the WPS Norms for Collaborative Teams with the Committee. Supt. Piwowar noted that the norms are reflective of the core values of the district.

Assistant Superintendent Caitlin Ahern detailed the work that happened over the summer, including curriculum planning across the district. Asst. Supt. Ahern detailed some summer professional courses developed by Westwood educators, for Westwood educators. Asst. Supt. Ahern highlighted New Teacher Orientation as a great experience, which occurred over the summer.

Director of Finance and Operations Lemma Jn-baptiste highlighted some of the facilities work that occurred over the summer across the district, which includes, but is not limited to, asphalt repair, roof maintenance, electric work, telephone upgrades, and lighting upgrades.

Cell Phone Working Group

Superintendent Piwowar noted that the Cell Phone Working Group met for the first time recently. The goal of the group is to discuss policy at the student handbook level.

Food Service and School Breakfast Program

Director of Finance and Operations Lemma Jn-baptiste showcased some of the hot and cold food options at the different buildings across the district. Ms. Jn-baptiste outlined some highlights and challenges of the rollout of this program, including the quality of food and the low participation rate.

Public Participation

There was no public participation.

School Committee Chair Update/Liaison Reports

Chair Phillips announced that the school committee liaison assignments have been updated. They are available on the district's website.

Maya Plotkin announced that the fields at Pine Hill are almost complete.

Chair Phillips announced that School Committee office hours will be on October 9 in the evening.

Discussion Items

Superintendent Piwowar detailed the bridge strategy for district improvement. The priorities include: Elevated Student Learning, Culture of Data Use, and District Vision and Strategy.

Supt. Piwowar provided an update to the Committee on the Facilities Study. Supt. Piwowar anticipates that a public meeting will be held in October or November to share the results of the existing facilities assessment. Supt. Piwowar announced that phase one visioning work was completed in the Spring of

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2024. The public release of options will be released in Spring in 2025. Supt. Piwowar reminded the Committee that the goal of the Study is to identify options for the community to weigh in on. Supt. Piwowar reminded the Committee that the goal of the study is to identify the most educationally appropriate and cost-effective solution.

Superintendent Piwowar outlined the logistics and thinking behind the Portrait of a Graduate visioning work. It is designed to identify the skills, competencies, and mindsets we want the WPS to develop in students to prepare them for college, careers, and general life.

Action Items

MOTION made by Tony Mullin to approve 2024-2025 District Bridge Strategy. Motion seconded by Maya Plotkin.

Roll-call vote:

Amanda Phillips: **Yes**
Maya Plotkin: **Yes**
Dorothy Parmelee: **Yes**
JoAnna French: **Yes**
Anthony Mullin: **Yes**

Result: 5-0-0 (Approved)

MOTION made by Maya Plotkin to approve School Handbooks. Motion seconded by Dori Parmelee.

Roll-call vote:

Amanda Phillips: **Yes**
Maya Plotkin: **Yes**
Dorothy Parmelee: **Yes**
JoAnna French: **Yes**
Anthony Mullin: **Yes**

Result: 5-0-0 (Approved)

MOTION made by Tony Mullin to approve the August 7 meeting minutes. Motion seconded by Maya Plotkin.

Roll-call vote:

Amanda Phillips: **Yes**
Maya Plotkin: **Yes**
Dorothy Parmelee: **Yes**
JoAnna French: **Yes**
Anthony Mullin: **Yes**

Result: 5-0-0 (Approved)

MOTION made by Dori Parmelee to approve the amendment to the 2024-2025 School Calendar. Motion seconded by Maya Plotkin.

Roll-call vote:

Amanda Phillips: **Yes**
Maya Plotkin: **Yes**
Dorothy Parmelee: **Yes**
JoAnna French: **Yes**

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Anthony Mullin: Yes

Result: 5-0-0 (Approved)

MOTION made by Dori Parmelee to approve the appointment of Supt. Piwowar to the TEC Board of Directors. Motion seconded by Maya Plotkin.

Roll-call vote:

Amanda Phillips: Yes
Maya Plotkin: Yes
Dorothy Parmelee: Yes
JoAnna French: Yes
Anthony Mullin: Yes

Result: 5-0-0 (Approved)

New Business

Tony Mullin asked the Superintendent to produce a draft calendar for next month's meeting. Tony Mullin also wished Steve Ouellette a happy birthday!

Adjournment

MOTION made by Tony Mullin to adjourn into executive session. Motion seconded by JoAnna French.

Roll-call vote:

Amanda Phillips: Yes
Maya Plotkin: Yes
Dorothy Parmelee: Yes
JoAnna French: Yes
Anthony Mullin: Yes

Result: 5-0-0 (Approved)

The Committee adjourned at 7:28 pm.