

TO: School Committee

FROM: Tim Piwowar, Superintendent

DATE: April 10, 2026

RE: Sheehan Principal Search Update

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Last month, Amy Davenport announced to staff and families at Westwood High School that she will be departing at the end of the current school year. I want to offer my thanks to Amy for her twenty years of service to Westwood High School and the district, and for all that she has meant to those that she has positively impacted over those years. I know that you join me in wishing her nothing but the best in the future.

We have already begun the process to hire the next principal of Westwood High School; the job has been posted, and a search team has been selected. In this hiring process, it is essential that we engage multiple stakeholders, including administrators, teachers, support staff, parents/guardians, students, and other community members. Similar to the recently completed process for the Sheehan Principal search, our search team will do initial screening and interviews to identify finalist candidates. Those finalist candidates will then participate in site visits to Westwood before I make a final decision. The timeline for this process is below:

- Week of March 30: Release job posting and description ([posted on April 2](#))
- March 30: Send out invitation for applications for screening team
- March 30: Send out solicitation for “what we should be looking for” (staff, students, families)
- April 7: Deadline to express interest in screening team
- April 9: Confirm screening team members and notify screening team applicants
- April 14, 4-6pm: Kickoff meeting for screening team: anti bias training, process review, and question review
- April 27: Job posting closes
- Week of April 27: Resume review with subgroup of screening team; invitation of first round candidates to participate in interviews
- Week of May 4: First round of interviews with screening team
- Week of May 11: Finalist site visits and interviews
- Week of May 18: Reference checking, offer, and contract negotiations
- Week of May 25: Public announcement of new hire

Additional members of the community will have the opportunity to be involved in the search process during the site visits held during the week of May 11.

Thank you, and I will be happy to answer any questions about the process at our meeting on April 14.