

**Martha Jones School  
School Site Council  
November 15, 2022**

**Members Present:** Parents-Suzanne Tessier, Christine Gelsomini, Kevin Schlenski, Rebecca Lowney; Staff-Mary Mundy, Megan Brenk, Susan Bass, Donna Olson

**Minutes**

1. Greeting and Introductions
  - a. Members of the Council introduced themselves: Parents-Suzanne Tessier, Christine Gelsomini, Kevin Schlenski, Rebecca Lowney; Staff-Mary Mundy, Megan Brenk, Susan Bass, Donna Olson
2. Establish Norms and Expectations
  - a. The Council created norms for the group:
    - Respect
    - Communicate - All voices heard
    - Listen
    - Be on time
    - Be present
    - Explore all angles of an issue
    - Confidentiality
    - Once voice (to the public)
    - Shared mission, vision and goals
3. Share Values and Establish Our Why
  - a. Mrs. Olson reviewed the purpose of the Council. The key components of the Council's work are to review the school budget and provide input into school goals as principals develop the Elementary School Improvement Plans to meet student needs. The Site Council is an advisory group.

**Purpose of Site Council**

The School Site Council was first formed in 1993 in accordance with M.G.L. ch.71 §59C. It is a representative, school-based committee composed of the principal, parents, teachers, and community members. The law outlines four major areas of responsibility for councils. School councils assist principals in: 1) Adopting educational goals for the school that are consistent with local educational policies and statewide student performance standards, 2) identifying the educational needs of students attending the school, 3) reviewing the annual school building budget, and 4) discussing a school improvement plan.

- b. Council members shared why they want to join the group and why they feel the work is important
- 4. Revisit Shared Vision, Goals, Current School Improvement Plan
  - a. We reviewed the district Mission, Vision and Goals and the Martha Jones Core Values:
  - b. **Westwood Public Schools**  
**VISION:**  
 Graduates of the Westwood Public Schools are skilled, confident, curious, and kind: excited for their futures and ready to contribute to their communities  
**MISSION:**  
 To prepare students for college, career, and civic life by providing rich and challenging curriculum, high-quality instruction, and authentic educational experiences  
**CORE VALUES:**  
 Academic excellence and a commitment to improvement  
 Curiosity and tenacity  
 Respectful relationships in a caring, collaborative community
  - c. **Martha Jones School Core Values:**  
 Be Kind, Be Curious, Be Courageous
- 5. The Westwood elementary school principals will meet to build the School Improvement Plans (Plan), using the approved district goals as part of this process
- 6. The Council will add to the School Improvement Plan any goals and objectives specific to Martha Jones
  - a. District Goals:
    - i. [WPS Strategy for District Improvement](#)
- 7. Other: Questions, Comments:
  - a. A member expressed the need for more community building opportunities for parents. Mrs. Olson will share this feedback with the PTO
  - b. Mrs. Olson shared that the Welcoming Schools Committee was off to a great start planning activities for students and staff. The next step will be working on a Parent/Caregiver Survey so parents/caregivers can provide input regarding programs for parents/caregivers
  - c. A member noted that an SEL presentation for parents/caregivers would be appreciated
  - d. A member shared the following questions:
    - i. Are we maximizing capacity and providing enough varied mini courses for our students?
    - ii. Do teachers have enough resources in their classrooms?
    - iii. Has there been consideration or discussion about the format for the Extended Day Program?
    - iv. Why aren't Facilities included in the School Improvement Plan?

