

Glenn Brand, Ed.D.
Superintendent of Schools



Christine Murray
Interim Director of Student Support Services

Christine Elliott
Assistant Superintendent for
Curriculum & Staff Development

Andrea Stern Armstrong
Director of Human Resources

Paul Ruggiero
Assistant Superintendent of

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Kenneth Lord
Director of Technology &
Digital Learning

A school and community partnership that provides an inclusive, respectful, and collaborative learning environment where all stakeholders are engaged in the development of the whole child.

May 1, 2025

Mr. Michael McGurl
Director of Capital Planning
40 Broad Street, Suite 500
Boston, Massachusetts 02109

Dear Mr. McGurl:

The Town of Wilmington Wildwood School Building Committee (“SBC”) has completed review of the Schematic Design Submittal for the Wildwood Early Childhood Center | Wilmington Elementary School project and voted to approve and authorize the OPM to submit the Schematic Design related submittals to the MSBA for consideration on April 15, 2025. A certified copy of the SBC meeting minutes, which includes the specific language of the vote and the number of votes in favor, opposed and abstained, are attached.

The SBC held ten (10) meetings regarding the Wildwood Early Childhood Center | Wilmington Elementary School project since the MSBA Board of Directors approved the District to proceed into Schematic Design on December 13, 2024.

- *December 17, 2024, 6:30 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *January 14, 2025, 6:30 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *January 29, 2025, 7:00 PM, hybrid @ North Intermediate School Cafetorium, 320 Salem Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *February 5, 2025, 6:30 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *February 13, 2025, Remote Participation via ZOOM, see Meeting Minutes attached.*
- *March 5, 2025, 6:30 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *March 25, 2025, 6:30 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *March 31, 2025, 7:00 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*
- *April 3, 2025, 6:00 PM, hybrid @ Town Hall, 121 Glen Road, Room 9, Wilmington, MA, see Meeting Minutes attached.*
- *April 15, 2025, 6:30 PM, hybrid @ Wilmington High School Large Group Instruction Room, 159 Church Street, Wilmington, MA, and Remote Participation via ZOOM, see Meeting Minutes attached.*

Notice of Non-Discrimination

All educational and non-academic programs, activities and employment opportunities at Wilmington Public Schools are offered without regard to race, color, sex, religion, national origin, ethnicity, sexual orientation, gender identity, homelessness, age and/or disability, and any other class or characteristic protected by law.

The meeting minutes are attached and outline any information shared or votes taken. The presentation materials for each meeting, meeting minutes, and summary materials related to the Project are available locally for public review and are posted on the Wilmington Public Schools website with a link to the Wildwood Early Childhood Center Project website: [Archived Meeting Agendas & Minutes - Wilmington Public Schools \(wpsk12.com\)](https://www.wpsk12.com/our_district/facilities/school_building_projects/wildwood_building_project/).

In addition to the SBC meetings listed above, the District held two (2) public meetings, which were posted in compliance with the Open Meeting Law, at which the Wildwood Early Childhood Center | Wilmington Elementary project was discussed.

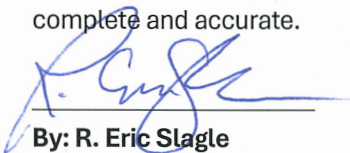
- January 29, 2025 @ 6:00 PM, Abutter’s Meeting, In Person @ North Intermediate School Cafetorium, 320 Salem Street, Wilmington with broadcast on WCTV, *see PowerPoint presentation attached.*
- March 31, 2025 @ 6:30 PM, Community Forum No. 6, Hybrid @ Wilmington High School, Large Group Instruction Room, 159 Church Street, Wilmington, MA with broadcast on WCTV, *see PowerPoint presentation attached.*

The meeting presentation materials, meeting minutes and summary materials as they relate to the Wildwood Early Childhood Center | Wilmington Elementary project are available locally for public review at [Wilmington Public Schools – Wildwood Building Project \[https://www.wpsk12.com/our_district/facilities/school_building_projects/wildwood_building_project/\]](https://www.wpsk12.com/our_district/facilities/school_building_projects/wildwood_building_project/)

To the best of my knowledge the meetings listed above comply with the requirements of the Open Meeting Law, M.G.L. c. 30A, §§18-25 and 940 CMR 29.00: Open Meetings.

The District has named the **Dr. Glenn Brand, Superintendent of Wilmington Public Schools**, as the local point of contact to receive questions at 978.694.6000 and/or glenn.brand@wpsk12.com. In addition, **Judith O’Connell, Assistant Town Manager**, has been also accepting questions through the Town of Wilmington Town Manager’s Office at 978.658.3311 and/or joconnell@wilmingtonma.gov.

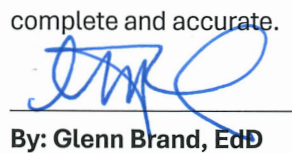
By signing this Local Action Certification, I hereby certify that, to the best of my knowledge and belief, that the information supplied by the District is true, complete and accurate.



By: R. Eric Slagle
Chief Executive Officer

Date: 4/16/2025

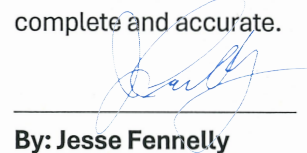
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By: Glenn Brand, EdD
Superintendent of Schools

Date: 4/16/2025

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By: Jesse Fennelly
Chair, School Committee

Date: 4/16/2025