nest+m

NEW EXPLORATIONS INTO SCIENCE, TECHNOLOGY + MATH

YOUR CONCERN	WHO TO CONTACT	HOW TO CONTACT
YOUR CHILD'S ACADEMIC PROGRESS	• In K-4, contact child's classroom teacher • In 5-12, contact the subject teacher The teacher will determine whether to involve the Assistant Principal and/or Guidance.	Email to teacher, or handwritten note sent via student's backpack. See the Faculty & Staff Directory for a list of teacher email addresses.
YOUR CHILD'S SOCIAL OR EMOTIONAL DEVELOPMENT **(CONFLICT WITH ANOTHER CHILD, CHANGE IN BEHAVIOR, ETC)**	First, contact your child's teacher then, if necessary, Guidance Counselor. • K-5 Guidance: Sarah Liogys • 6-8 Guidance: Melissa Chen • 9&11 Guidance: Stephanie Glickman • 10&12 Guidance: Katherine Silva • K-12 Social Worker: Lexi Rubenstein	Email to teacher, or handwritten note via student's backpack. See the Faculty & Staff Directory on nestmk12.net for a list of Faculty and Guidance Counselor email addresses.
INDIVIDUALIZED EDUCATION PLANS OR 504 ACCOMMODATIONS	Contact Ms Tessa Derfner, AP Special Education K-12	Email TDerfner@schools.nyc.gov or visit our Special Education webpage or request 504 Accommodations
CHILD'S LEARNING EXPERIENCE & CLASSROOM ACTIVITIES	Contact homeroom teacher/subject teacher, or guidance counselor.	Email or handwritten note to teacher or guidance counselor.
SCHOOL'S LEADERSHIP TEAM	School Leadership Team (SLT)	Email the committee at slt@nestmpta.org or visit the NYC DOE website.
SCHOOL CALENDAR	Visit Calendar webpage for a list of school events, A/B Calendar, bell schedule, etc.	Questions? Email pc@nestmk12.net
AFTERSCHOOL PROGRAMS	K-8 Visit Afterschool 9-12 Visit Athletics & Clubs	Contact program directors listed.
YOUR CHILD'S ATTENDANCE	Fill out School Dismissal Manager (SDM) if your child will be absent or late. Three or more days absent will require a doctor's note. See Attendance on the NYC Schools account.	Email to teacher and fill out School Dismissal Manager (SDM). The Attendance Secretary will update the student's attendance record. Alert private bus matrons if a student is absent.
YOUR CHILD WILL BE PICKED UP EARLY, BEFORE 2:35PM	Contact the child's teacher via email or School Dismissal Manager. **An authorized adult listed on the blue card must visit the Main Office to sign the child out.**	Email to teacher and cc: to Attendance Secretary, Marcy Duran at MDuran22@schools.nyc.gov.
PTA ACTIVITIES (VOLUNTEERING, FUNDRAISING, COMMUNITY EVENTS)	Contact the PTA via email or stop by the PTA Office in Room 253.	Email executivecommittee@nestmpta.org
MEDICAL CONCERNS	Contact the School Nurse	Call the Nurse's Office at 212 677-5190 x2572
BUS TRANSPORTATION & OMNY CARDS	**Public bus concerns**, contact the Attendance Secretary, Marcy Duran at MDuran22@schools.nyc.gov. **Private bus concerns**, contact your bus coordinator or matron.	Email the Transportation Secretary at MDuran22@schools.nyc.gov or call the Office of Pupil Transportation at (718) 392-8855. Visit the PTA website for a list of private bus coordinators.
SCHOOL POLICIES & DOE REGULATIONS	Visit school Policies & Regulations. See our Forms & FAQs for more help.	Questions? Email Parent Coordinator at pc@nestmk12.net
REPORT A LOST OMNY CARD	Visit the Main Office and add the student's name to the Lost/Damaged OMNY card Logbook.	The Transportation Secretary will replace the OMNY card in 2 school days. Pick up in Main Office.
GET A NEW STUDENT ID	Fill out the ID Card Replacement Request Form, and visit the Main Office to pick it up.	To pick up the ID, visit the Main Office during school hours.
GET A COPY OF STUDENT'S REPORT CARD OR TRANSCRIPT	Report cards can be accessed on NYC Schools account after the Term ends. Request your high school transcript.	Email the child's Guidance Counselor. See the Faculty & Staff Directory on nestmk12.net for a list of Guidance Counselor email addresses.
CHANGE CONTACT INFORMATION ON STUDENT "BLUE CARD" **REQUEST FACE-TO-FACE VERIFICATION LETTER**	Visit the Pupil Accounting Secretary in the Main Office. Email Pupil Accounting at records@nestmk12.net to request the letter. Provide student name and OSIS. State the reason for the letter: benefits, housing, IRS.	In order to make mailing address changes to the "blue cards", visit the Main Office with 2 proofs of address and the Housing Questionnaire completed.
RETRIEVE A LOST ITEM	Visit the Lost & Found located in the Lobby. Valuable items (cell phone, wallet, keys, glasses or jewelry) visit Room 248.	Items found in common areas are placed in the Lost & Found. A few times per year, unclaimed items are cleared and donated to charity.
NYC SCHOOLS ACCOUNT: SIGN UP OR GET HELP **RECEIVE PRINCIPAL'S UPDATES & NEST+m NEWS**	Fill out the Tech Support form if you need a sign up code. Use the "forgot password" link to reset password. See this webpage for previous issues. See News on our school website homepage.	Email Parent Coordinator at pc@nestmk12.net Log into your NYC Schools account and PTA Connect add/change your email address in both systems. Fill out the Tech Support form if you need a sign up code.

If your concern is not listed, please email pc@nestmk12.net!