



# MEETING POSTING

## TOWN OF NANTUCKET

Pursuant to MGL Chapter 30A, § 18-25

All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

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NANTUCKET TOWN CLERK  
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**Committee/Board/s** | Nantucket School Committee Meeting

**Day, Date, and Time** | Tuesday, May 20, 2025, 6:00 PM

**Location / Address** | Nantucket High School, Large Group Instruction Room (LGI)  
10 Surfside Road  
Nantucket, MA 02544

**Signature of Chair or Authorized Person** | Katie Bedell

**WARNING:** IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!

### AGENDA

- I. Call to order
- II. Welcome and approval of agenda
- III. Announcement: this meeting is being audio and video recorded
- IV. Public Comment
- V. Superintendent's Update
  - a. Hiring/Staffing Update
  - b. Transportation Update
  - c. Additional Updates
- VI. Presentations and discussions of issues to the Committee
  - a. Special Services Update - Dr. Deb Gately, Director of Special Services, Ms. Sherri Lewis, Coordinator of Student Support & Social Emotional Learning, Ms. Michelle Cadavid, Special Services Coordinator
  - b. Policies Updates
- VII. Committee discussions and votes to be taken
  - a. Vote to update Policy JLDBA-R&P, Suicide Prevention
  - b. Vote to update Policy EEAG, Student Transportation in Private Vehicles
  - c. Vote to update Policy EFC, Free and Reduced Price Food Services
  - d. Vote to update Policy IJOA, Field Trip and Student Travel
  - e. Vote to remove Policy ILBA, District Program Assessments
  - f. Vote to remove Policy IMA, Teaching Activities/Presentations
  - g. Vote to update Policy IJND, Access to Digital Resources
  - h. Vote to approve the Educational Support Staff Collective Bargaining Agreement 2025-2028
  - i. Vote to approve the donation from Friends of Nantucket Public Schools to Nantucket Elementary School for Jami Witherell and Jamie Collum in the amount of \$695.27

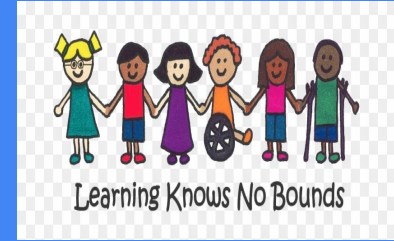
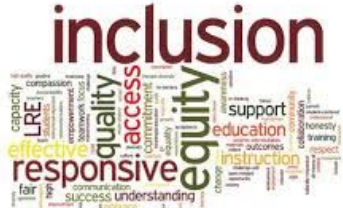
#### OUR MISSION:

*Nantucket Public Schools, in partnership with a caring community, will create a dynamic and equitable learning environment which engages each of us to be inspired learners and responsible citizens, prepared to meet local and global challenges.*

- j. Vote to approve the donation of \$485.00 from Parents to the Nantucket Elementary School Teacher Appreciation Lunch
  - k. Vote to approve the donation from Friends of Nantucket Public Schools to Cyrus Peirce Middle School Summer Reading for \$2000.00
  - l. Vote to approve April 15, 2025 Meeting Minutes
  - m. Vote to approve Transfers & Invoices
- VIII. Student Council Representative - Nora Sullivan
- IX. Sub-Committee/Work Group Report
  - X. Agenda for the next meeting, Student Enrollment, Graduation/End of Year Activities, English Learner Update, Seal of Biliteracy, Technology Update
- XI. Adjournment

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*Nantucket Public Schools, in partnership with a caring community, will create a dynamic and equitable learning environment which engages each of us to be inspired learners and responsible citizens, prepared to meet local and global challenges.*



# Special Services 2024-2025

May 20, 2025

**Deb Gately**  
**Director of Special Services**  
**Sherri Lewis**

**Coordinator of Student Support & Social-Emotional Learning**  
**Michelle Cadavid**  
**Coordinator of Special Education**

# Special Services Staff 2024-2025

- 32 Special Education Liaisons
- 55 Teaching Assistants
- 8 Related Service Providers
- 1 Transition Specialist
- 1 Career Counselor
- 1.8 School Psychologists
- 10 School Counselors
- 6 Social Workers(Adjust Couns)
- 4 School Nurses/1Nurse TA

## Supported by:

- ESP to the Director
- ESP for Individualized Education Plans & File Management
- 2 ESPs for IEP Compliance
- ESP for Translation & Interpretation

# Student Placement in NPS 2024-2025

**354 students are qualified for an Individualized Education Plan (IEP) in the district for 2024-2025 This number includes:**

- 10 students who are placed in Out of District Residential Placement.
- 9 students who attend either Nantucket New School (5) or Nantucket Lighthouse School (4).
- **The total number of students on IEPs has increased by 19 students since the 2023-2024**
- **19.7% of students in NPS are qualified for special education. The state average is 20.6%**

# Student Placement in NPS 2022-2023

**335 students are qualified for an Individualized Education Plan (IEP) in the district for 2022-23. This number includes:**

- 8 students who are placed in Out of District Residential Placement.
- 8 students who attend either Nantucket New School (6) or Nantucket Lighthouse School (2).
- **The total number of students on IEPs has increased by 6 students since the 2021-22 school year.**
- **17.9% of students in NPS are qualified for special education. The state average is 19.4%**

# Student Placement in NPS 2024-2025

- **Of the 354 students who receive Special Education services at our four schools:**
  - 34 are in Pre-K.
  - 67 are in grades K-2.
  - 93 are in grades 3-5.
  - 70 are in grades 6-8.
  - 88 are in grades 9-12.
    - **Transition (18-22)** - we have 2 students
      - 1 student who attends Bridgewater State University
      - 1 student at NHS

# Out of District Student & Private School Placements 2024-2025

- 10 students are currently placed from NPS at 8 residential schools located in Massachusetts and Connecticut.
- 1 student is placed in a 45 day evaluation placement
- 1 student is placed at a school via settlement agreement.
- 9 private school students qualify for special education but only 8 students are attending services at the public schools per parent decision.

# NPS Students on 504 Plans 2024-2025

NES	NIS	CPS	NHS
<b>PreK</b> 1 student	<b>Grade 3</b> 10 students	<b>Grade 6</b> 9 students	<b>Grade 9</b> 14 students
<b>Grade 1</b> 4 students	<b>Grade 4</b> 9 students	<b>Grade 7</b> 14 students	<b>Grade 10</b> 11 students
<b>Grade 2</b> 3 students	<b>Grade 5</b> 7 students	<b>Grade 8</b> 13 students	<b>Grade 11</b> 14 students
			<b>Grade 12</b> 8 students

# Where We Are 2024-2025

## Special Education

- Assignment of an hourly contracted social worker for identified students at Nantucket New School.
- Full implementation of the new IEP form as directed by DESE.
- Increased student participation at IEP meetings (secondary)
- Full implementation of Ed Plan, the district's new IEP management system. Compliance of IEPs issued within expected timeline and parent signature has increased since 2023-2024.
- DESE Integrated Program Review for Special Education May 12-16, 2025.

# Where We Are 2024-2025

## Student Services & Health Services

- SEL in all schools: Second Step, Responsive Classroom, Teen Truth
- Zones of Regulation/Social Thinking curriculum
- Tier II/III Program at NHS supported by a two year DMH/bryt Grant(Bridge Room)
- Use of DESSA data in most schools in district
- Pilot of MIYO Mental Health Assessments (no cost)
- CPR/AED training (over 33 staff members district wide with current certifications)

# Where We Are 2024-2025

## Student Services & Health Services

Tiered Interventions/Referral System (Interventions are in addition to Tier I counseling):

- Small group counseling in all four schools w/school based staff
- Family Resource small counseling groups NIS, CPS, NHS (w/school based staff)
- Fairwinds small group counseling at NES (sibling group)
- BRIDGE Program (NHS)
- Six Week SEL Interventions (all schools)
- SAVE (Substance Alcohol Vaping Education)
- Canine Therapy
- Bryt (Bridge)
- Teen Truth
- PASS
- QBS Safety Care/De-escalation Training
- Aperture/DESSA Data
- Family Resource Lunch Groups (CPS)

# Where We Are 2024-2025

## Student Services & Health Services

### Professional Development:

- **Upcoming:** Suicide Prevention 2 year grant (program review/implementation) SY26 -27
- Trauma Attuned Counseling: Practices in Action
- Suicide/Safety & Threat Assessments Protocol Updates
- 504 Training/Transition to Ed Plan
- Understanding and Using District Accommodation Plans

# Where We Are 2024-2025

## Community Connections

- Community Solutions for Behavioral Health
- Fairwinds/Mobile Crisis
- ASAP (Alliance for Substance Abuse Prevention)
- Childrens Cove
- A Safe Place
- Family Resource Center
- Youth Villages
- Justice Resource Institute
- Department of Mental Health
- Food First
- Department of Child & Family Services
- Barnstable District Attorney's Office

# Where We Are Going in 2025-2026

## Special Education

### Ed Plan IEP Management System

- 100% transfer from ASPEN database
- Continued PD to DLT, regular education staff
- Online access for families to IEP documents, digital signature
- Special education liaisons able to translate IEP documents in real time for target languages
- Increased ability to monitor compliance with IDEA regs

### Professional Development

- Continued training in Orton Gillingham NPS Cohort

# Where We Are Going in Student Services 2025-2026

- Equity and consistency in the delivery of services
- Consistency in use of DESSA screener and data district wide
- Use of MIYO Behavioral/SEL Screening Tools
- Implementation of MASS Model Framework for School Counseling Programs
- Suicide Prevention Program Review (via DPH grant SY26-27)
- Continued collaboration of Wellness Team members
- Implementation of new Wellness Standards/Curriculum
- Continued implementation Naviance (Career/Post Secondary Program) adding to grades 6-8 (already in 9-12)

## SUICIDE PREVENTION – RULES & PROCEDURES EMERGENCY SAFETY ASSESSMENT

- I. All reports regarding harmful behavior and/ or suicide ideation are ~~funneled~~ reported to a building administrator, the school social worker or designees, the school counselor, and the Coordinator of Student Support, and the Director of Special Services, herein identified as the school's **Crisis Support Team (CST)**. ~~School staff should consider~~ The following indicators ~~as~~ are harmful behaviors or ideation which need immediate action:

- a. any threats to harm himself/herself or others (with or without a plan);
- b. any evidence or concern of preoccupation with weapons or creation of a "hit list";
- c. any evidence or concern that a student may be engaging in self-injurious behavior (such as using a razor to cut skin or using a lighter to burn himself/ herself); or
- d. any comments or behaviors indicating possible suicidal ideation (e.g., giving away possessions or stating "I wish I were dead").

~~If social workers are not available, appropriate designees are building administrators, school counselors, school nurses and/or Director of Special Services.~~

- II. The reporting staff member shall stay with the at-risk student until ~~the social worker or designee~~ a member of the CST releases them by either removing the student to their care. ~~or verbally stating that the reporting staff member can release the student.~~ Until such time, the reporting staff member should not leave the student without supervision. The reporting staff member should be careful that the student is not able to lock ~~him/herself~~ themselves into a room.

- III. Upon receiving a report of harmful behavior, suicidal threats, suicidal and/or aggressive statements, the ~~social worker or designee~~ a member of the CST will immediately investigate, consulting the principal and others as necessary, to make a determination as to a level of risk. In general, a level of risk will fall into one of three categories:

Category IV:	Critical Condition– student requires emergency medical attention
Category III:	Imminent Danger – student may requires <del>emergency</del> medical or mental health attention
Category II:	High Need/Intervention – student requires immediate intervention
Category I:	Education – student requires instruction

- IV. **Category IV: Critical Condition.** The CST member has determined that the student is in critical condition and requires immediate safe escort to the hospital emergency room.

- a. A CST member will call 911 for an ambulance and notify the School Resource Officer.
- b. The CST will contact the student's parent/guardian
- c. The CST will consult and plan with appropriate staff to address any concerns amongst students and staff that may arise around the incident.

- V. **Category III: Imminent Danger.** ~~The social worker or designee~~ A CST member has determined that the student is ~~critical~~ in imminent danger and requires safe escort to the hospital emergency room. ~~and notifies the principal further evaluation.~~ A CST team member will contact Mobile Crisis through Fairwinds Counseling Center at (508) 221-3315 and contact the student's

## SUICIDE PREVENTION – RULES & PROCEDURES EMERGENCY SAFETY ASSESSMENT

parent/guardian. If the parent/guardian cannot be reached, the school is considered the custodian of the student and can consent to the evaluation.

- ~~i. determine the level of risk that the student may act out or attempt to flee~~
  - ~~ii. whether the student can remain in a safe and secure location such as the counselor office, Time Out area, or Student Support Center~~
  - ~~iii. assign who will escort the student from class to the office, if necessary~~
  - ~~iv. determine where in the hall staff will be stationed~~
  - ~~v. other steps as appropriate to ensure supervision or safe escort until the EMT arrives~~
- a. Upon evaluation, if Mobile Crisis determines that the student requires hospitalization, they will consult with the CST and determine how to transport the student to the hospital.
- b. Once transportation to the hospital is determined, the CST may contact the School Resource Officer to arrange a safe transport to ~~Gosnold to~~ Nantucket Cottage Hospital, if warranted. If the School Resource Officer is unavailable, ~~the principal~~ the CST may contact police dispatch and request a transport. The transport may be a police cruiser. **School staff may not transport the student in their personal vehicle or by themselves.**
- c. If the best way to transport the student to the hospital is by accompanying the student on foot, Mobile Crisis staff and/or a member of the CST ~~school staff, and/or the social worker or designee~~ will accompany the student. **A minimum of two individuals** should walk with the student. The school resource officer may be contacted for additional support if needed.
- d. If an ambulance is called, ~~the school resource officer is immediately informed and the mobile crisis team will call dispatch~~ at 508.228.1212 or 911 if necessary to arrange EMT transport for the student. The social worker or designee will call for an ambulance. The caller will inform dispatch that *“there is a mental health issue at NHS, CPS, NIS, or NES and will request no lights and no sirens and will direct the ambulance to go to the appropriate entrance.”* ~~The School Resource Officer (SRO) is notified of the Category III status and alerted to the situation.~~
- e. ~~Once time has been allowed for the EMT to be at or in close proximity to the school, the ambulance has arrived, Mobile Crisis and CST the social worker or designee will begin an escort~~ **the student**, as appropriate, to the designated EMT pick-up spot. **At no time should the escort be fewer than two adults to one student.** If necessary, additional personnel should be enlisted in order to ensure safety for all. If the physical escort limits or restricts the student’s movement, consistent with 603 CMR 46.00, this shall be considered a physical restraint, in which case staff must follow the physical restraint policy (see JKAA). While physical restraint is always a last resort, it should only be ~~employed~~ **utilized** as necessary to keep the student or others safe. ~~The student shall be released to the EMT personnel. The SRO will assist in arranging safe transport to the hospital in conjunction with the EMTs as required.~~
- f. **Cell phone usage by the student during any phase of the safe escort shall be prohibited.** ~~Once the determination is made, the student is stabilized with the EMTs and en route to the hospital, the mobile crisis team will contact the student’s parents/guardians.~~

## SUICIDE PREVENTION – RULES & PROCEDURES

### EMERGENCY SAFETY ASSESSMENT

- ~~g.~~ If the services of an interpreter are ~~warranted~~ **necessary**, the district translator will make ~~him/herself themselves~~ immediately available.
- ~~h.~~ ~~The social worker or designee will accompany mobile crisis staff to the hospital; once there, to be with the student, and provide necessary information.~~ Once the student has arrived at the hospital, Mobile Crisis will assume communication and responsibility for the student and provide the hospital with necessary information.
- ~~i.~~ The Principal **or Coordinator of Student Support** shall contact the Superintendent.

VI. **Category II: High Need Intervention.** ~~A CST member~~ **The social worker or designee** has determined that the student does not require emergency transport to the hospital but has determined that the student requires safety evaluation **beyond the school's initial assessment.**

~~The social worker or designee contacts Mobile Crisis (currently through Gosnold at 877-784-6273 to determine the availability of trained personnel to conduct a safety evaluation.~~

- ~~a.~~ **A CST member may contact Mobile Crisis through Fairwinds Counseling Center at (508) 221-3315 and the student's parent/guardian. If the parent/guardian cannot be reached, the school is considered the custodian of the student and can consent to the evaluation.**  
**Alternatively, they may contact the parent/guardian and help facilitate a same-day Urgent Behavioral Health Care (UBHC) appointment at Fairwinds Counseling Center.**
- ~~b.~~ ~~If trained personnel are available to conduct a safety evaluation, the social worker or designee shall contact the parent/guardian of the student at risk. The social worker or designee shall inform the parent/guardian that the student has been determined to be at risk and REQUIRES intervention. Verbal permission is obtained from the parents to initiate the evaluation as soon as possible. If the evaluator is able to come to the school, space will be provided for the evaluation.~~
- ~~c.~~ ~~The social worker or designee shares with Mobile Crisis staff necessary information to facilitate the evaluation. If appropriate, the social worker or designee will go to Gosnold, although this is likely not necessary.~~
- ~~d.~~ ~~The social worker or designee will follow up with Mobile Crisis and the student's family to discuss recommendations and facilitate supports, provided appropriate releases have been signed.~~
- ~~e.~~ ~~If trained personnel are not available to conduct a safety evaluation at Gosnold, the social worker or designee will contact Cottage Hospital to inform them of the need for a risk assessment. The social worker or designee then arranges with the school resource officer for safe transport to Cottage Hospital. The social worker or designee then follows up with hospital staff to communicate necessary information.~~
- ~~f.~~ **If the parent/guardian of the at-risk student does not support a safety evaluation taking place, and CST members-social worker or designee feels believe that without a safety evaluation the student may be in imminent danger of self harm, then the social worker or designee a CST member shall elevate the risk situation to a Category III: Critical Imminent Danger, and implement the above procedures delineated in Category III. The student may not be released to their parent. CST members will determine if a 51a will need to be filed.**

## SUICIDE PREVENTION – RULES & PROCEDURES EMERGENCY SAFETY ASSESSMENT

- VII. **Category I: Education.** ~~The social worker or designee~~ **A CST member** has determined that the student is not at risk, but has used language suggesting self-harm **or self-injurious behavior.** ~~inappropriately.~~
- a. ~~A social worker or designee~~ **A CST member** will meet with the student to discuss appropriate ways to express feelings that will not cause unwarranted alarm. **A Wellness Plan will be developed to contract for safety and outline strategies that do not promote** ~~The student is informed about the seriousness of using self-harm, self-injurious behavior, or aggressive language. if in fact, there is no risk situation.~~
  - b. **A CST member** will ~~The social worker or designee~~ inform the parent/guardian **and share a copy of the Wellness Plan.** ~~and principal of the discussion.~~

### Emergency Safety Assessment – Non School Hours

- I. All reports regarding **injury**, harmful behavior, or suicide ideation are ~~funneled~~ **reported** to the person in charge of the **building activity** or event. The report may come as the result of a student making statements or gestures to a staff person, or as a result of a peer confiding in a staff person that another student has made suicidal statements or gestures. The reporting staff member shall not leave the student unsupervised at any time **until the student is in the care of the police, EMTs, a CST member (if available) or the student's parent/guardian.** The reporting staff member shall take care that the student cannot lock themselves into any room or facility **or leave the immediate area before responders arrive.**
- II. The person in charge of the **building activity** or event **shall notify their direct supervisor and a building administrator.** ~~and seek assistance from any available administrative/social work/guidance staff who may be in the building~~ **The direct supervisor or building administrator will contact the student's parent/guardian if they have not already been contacted.** If no administrative ~~or social work~~ support is available **on site**, the person in charge shall ~~contact~~ call 911 or police dispatch at 508-228-1212, **depending on the circumstances**, to inform them of a student at risk and request **support** ~~safe transport for the student. Once the safe transport has arrived, the student shall be released to the police officer.~~
- III. ~~The person in charge notifies the Principal that the student is in the process of safe transport to the hospital. The Principal or Senior Staff Person notifies the parent.~~
- IV. ~~The Principal~~ **direct supervisor or building administrator** shall notify the Superintendent of Schools.

### Back To School Transition Protocol

**If a student is seen by UBHC, taken to Nantucket Cottage Hospital, or hospitalized off island, a re-entry meeting will be scheduled by the school counselor when the student is ready to return to school. The re-entry meeting should include the student, parents/guardians, CST members, and other identified personnel to review and/or develop a Wellness Care Plan. If releases can be obtained from the parent/guardian/student, then a member of the CST**

## SUICIDE PREVENTION – RULES & PROCEDURES

### EMERGENCY SAFETY ASSESSMENT

~~appropriate staff~~ shall speak with hospital representatives to obtain specific diagnosis and recommendations.

The re-entry team will meet to discuss the following:

- a. Barriers/stressors involved in returning to home, school and community.
- b. Medical diagnoses resulting from the hospital stay.
- c. Safety of the student to return. Medical documentation may be required.
- d. Consider whether the student should return for a partial or full day schedule.
- e. Modifications to academic demands/make-up work. Guidance will work with the student's teachers to coordinate expectations.
- f. Community resources and supports will be identified.
- g. Referral for a special education/504 evaluation and eligibility determination, **or a DCAP** if appropriate.
- h. The **CST Principal** shall determine the extent to which information shall be shared with staff. As always, this information is provided on a "need to know" basis, **to maintain** ~~due to issues related to~~ confidentiality.

In accordance with IDEA regulations, the district shall implement "child find" activities once the district receives notification of the return to school of a student who has been hospitalized. For students with suspected disabilities who have not been recently evaluated to determine eligibility for a 504 plan or an IEP, the school ~~social worker~~ **counselor** will make a referral to the school based MTSS Team ~~Office of Special Services~~.

If a student is expected to be out of school **14 +0** days or longer due to a hospitalization or medically excused absence, the hospital or physician will submit the Authorization for Home/ Hospital Tutoring form to the Office of Special Services. ~~For all high school students, and for other students with extenuating circumstances, the 10 day hold will be waived.~~ If needed, the school counselor **Guidance** will assist in completing the tutoring referral form and submit it to the Office of Special Services, and will secure work for the student and communicate with the hospital tutoring company.

- ~~2. The principal will inform parents/guardians of hospitalized students via letter of the transition protocol.~~
- ~~3. With as much notice as possible, the parent will inform the principal/designee that a student will be discharged from hospitalization and returning to school.~~
- ~~4. The Principal/designee will set up a re-entry meeting with appropriate staff including parents/guardians and the student, if appropriate. If releases can be obtained from the parent/guardian/student, then appropriate staff shall speak with hospital representatives to obtain specific diagnosis and recommendations.~~
- ~~5. The re-entry team will meet to discuss the following:~~
  - ~~a. Barriers/stressors involved in returning to home, school and community.~~
  - ~~b. Medical diagnoses resulting from the hospital stay.~~
  - ~~c. Safety of the student to return. Medical documentation may be required.~~
  - ~~d. Consider whether the student should return for a partial or full day schedule.~~

**SUICIDE PREVENTION – RULES & PROCEDURES**  
**EMERGENCY SAFETY ASSESSMENT**

- ~~e. Modifications to academic demands/make-up work. Guidance will work with the student's teachers to coordinate expectations.~~
- ~~f. Community resources and supports will be identified.~~
- ~~g. Referral for a special education/504 evaluation and eligibility determination, if appropriate.~~
- 6. ~~The Principal shall determine the extent to which information shall be shared with staff. As always, this information is provided on a "need to know" basis, due to issues related to confidentiality.~~

## SUICIDE PREVENTION – RULES & PROCEDURES EMERGENCY SAFETY ASSESSMENT

- I. All reports regarding harmful behavior and/ or suicide ideation are reported to a building administrator, the school social worker, the school counselor, the Coordinator of Student Support, and/or the Director of Special Services, herein identified as the school's **Crisis Support Team (CST)**. The following indicators are harmful behaviors or ideation which need immediate action:
  - a. any threats to harm himself/herself or others (with or without a plan);
  - b. any evidence or concern of preoccupation with weapons or creation of a "hit list";
  - c. any evidence or concern that a student may be engaging in self-injurious behavior (such as using a razor to cut skin or using a lighter to burn himself/ herself); or
  - d. any comments or behaviors indicating possible suicidal ideation (e.g., giving away possessions or stating "I wish I were dead").
- II. The reporting staff member shall stay with the at-risk student until a member of the CST releases them by removing the student to their care. Until such time, the reporting staff member should not leave the student without supervision. The reporting staff member should be careful that the student is not able to lock themselves into a room.
- III. Upon receiving a report of harmful behavior, suicidal threats, suicidal and/or aggressive statements, a member of the CST will immediately investigate, consulting others as necessary, to make a determination as to the level of risk. In general, a level of risk will fall into one of four categories:

<b>Category IV: Critical Condition</b>	student requires emergency medical attention
<b>Category III: Imminent Danger</b>	student requires immediate intervention
<b>Category II: High Need/Intervention</b>	student may require medical or mental health attention
<b>Category I: Education</b>	student requires instruction

- IV. **Category IV: Critical Condition.** The CST member has determined that the student is in critical condition and requires immediate safe escort to the hospital emergency room.
  - a. A CST member will call 911 for an ambulance and notify the School Resource Officer.
  - b. The CST will contact the student's parent/guardian
  - c. The CST will consult and plan with appropriate staff to address any concerns amongst students and staff that may arise around the incident.

**SUICIDE PREVENTION – RULES & PROCEDURES  
EMERGENCY SAFETY ASSESSMENT**

- V. **Category III: Imminent Danger.** A CST member has determined that the student is in imminent danger and requires further evaluation. A CST team member will contact Mobile Crisis through Fairwinds Counseling Center at (508) 221-3315 and contact the student's parent/guardian. If the parent/guardian cannot be reached, the school is considered the custodian of the student and can consent to the evaluation.
- a. Upon evaluation, if Mobile Crisis determines that the student requires hospitalization, they will consult with the CST and determine how to transport the student to the hospital.
  - b. Once transportation to the hospital is determined, the CST may contact the School Resource Officer to arrange a safe transport to Nantucket Cottage Hospital, if warranted. If the School Resource Officer is unavailable, the CST may contact police dispatch and request a transport. The transport may be a police cruiser. **School staff may not transport the student in their personal vehicle or by themselves.**
  - c. If the best way to transport the student to the hospital is by accompanying the student on foot, Mobile Crisis staff and/or a member of the CST will accompany the student. A **minimum of two individuals** should walk with the student. The school resource officer may be contacted for additional support if needed.
  - d. If an ambulance is called, the caller will inform dispatch that *"There is a mental health issue at NHS, CPS, NIS, or NES and will request no lights and no sirens and will direct the ambulance to go to the appropriate entrance."*
  - e. Once the ambulance has arrived, Mobile Crisis and CST will escort the student, as appropriate, to the designated EMT pick-up spot. **At no time should the escort be fewer than two adults to one student.** If necessary, additional personnel should be enlisted in order to ensure safety for all. If the physical escort limits or restricts the student's movement, consistent with 603 CMR 46.00, this shall be considered a physical restraint, in which case staff must follow the physical restraint policy (see JKAA). While physical restraint is always a last resort, it should only be utilized as necessary to keep the student or others safe.
  - f. **Cell phone usage by the student during any phase of the safe escort shall be prohibited.**
  - g. If the services of an interpreter are necessary, the district translator will make themselves immediately available.
  - h. Once the student has arrived at the hospital, Mobile Crisis will assume communication and responsibility for the student and provide the hospital with necessary information.
  - i. The Principal or Coordinator of Student Support shall contact the Superintendent.
- VI. **Category II: High Need Intervention.** A CST member has determined that the student does not require emergency transport to the hospital but has determined that the student requires a safety evaluation **beyond the school's initial assessment.**

**SUICIDE PREVENTION – RULES & PROCEDURES  
EMERGENCY SAFETY ASSESSMENT**

- a. A CST member may contact Mobile Crisis through Fairwinds Counseling Center at (508) 221-3315 and the student's parent/guardian. If the parent/guardian cannot be reached, the school is considered the custodian of the student and can consent to the evaluation.
  - b. Alternatively, the CST may contact the parent/guardian and help facilitate a **same-day** Urgent Behavioral Health Care (UBHC) appointment at Fairwinds Counseling Center.
  - c. If the parent/guardian of the at-risk student does not support a safety evaluation taking place, and CST members believe that without a safety evaluation the student may be in imminent danger of self harm, then a CST member shall elevate the risk situation to a Category III: Imminent Danger, and implement the above procedures delineated in Category III. The student may not be released to their parent/guardian. CST members will determine if a 51a will need to be filed.
- VII. **Category I: Education.** A CST member has determined that the student is not at risk, but has used language suggesting self-harm or self-injurious behavior. A CST member will meet with the student to discuss appropriate ways to express feelings that will not cause unwarranted alarm. A Wellness Plan will be developed to contract for safety and outline strategies that do not promote self-harm, self-injurious behavior, or aggressive language. A CST member will inform the parent/guardian and share a copy of the Wellness Plan.

**Emergency Safety Assessment – Non School Hours**

- I. All reports regarding injury, harmful behavior, or suicide ideation are reported to the person in charge of the activity or event. The report may come as the result of a student making statements or gestures to a staff person, or as a result of a peer confiding in a staff person that another student has made suicidal statements or gestures. The reporting staff member shall not leave the student unsupervised at any time until the student is in the care of the police, EMTs, a CST member (if available) or the student's parent/guardian. The reporting staff member shall take care that the student cannot lock themselves into any room or facility or leave the immediate area before responders arrive.
- II. The person in charge of the activity or event shall notify their direct supervisor and a building administrator. The direct supervisor or building administrator will contact the student's parent/guardian if they have not already been contacted. If no administrative support is available on site, the person in charge shall call 911 or police dispatch at 508-228-1212, depending on the circumstances, to inform them of a student at risk and request support. The direct supervisor or building administrator shall notify the Superintendent of Schools.

**SUICIDE PREVENTION – RULES & PROCEDURES  
EMERGENCY SAFETY ASSESSMENT**

**Back To School Transition Protocol**

- III. If a student is seen by UBHC, taken to Nantucket Cottage Hospital, or hospitalized off island, a re-entry meeting will be scheduled by the school counselor when the student is ready to return to school. The re-entry meeting should include the student, parents/guardians, a CST member(s), and other identified personnel to review and/or develop a Wellness Care Plan. If releases can be obtained from the parent/guardian/student, then a member of the CST shall speak with hospital representatives to obtain specific diagnosis and recommendations.

The re-entry team will meet to discuss the following:

- a. Barriers/stressors involved in returning to home, school and community.
  - b. Medical diagnoses resulting from the hospital stay.
  - c. Safety of the student to return. Medical documentation may be required.
  - d. Consider whether the student should return for a partial or full day schedule.
  - e. Modifications to academic demands/make-up work. Guidance will work with the student's teachers to coordinate expectations.
  - f. Community resources and supports will be identified.
  - g. Referral for a special education/504 evaluation and eligibility determination, or a DCAP (District Accommodation Plan) if appropriate.
  - h. The CST shall determine the extent to which information shall be shared with staff. As always, this information is provided on a "need to know" basis, to maintain confidentiality.
- IV. In accordance with IDEA regulations, the district shall implement "child find" activities once the district receives notification of the return to school of a student who has been hospitalized. For students with suspected disabilities who have not been recently evaluated to determine eligibility for a 504 plan or an IEP, the school counselor will make a referral to the school-based MTSS Team.
- V. If a student is expected to be out of school 14 days or longer due to a hospitalization or medically excused absence, the hospital or physician will submit the Authorization for Home/ Hospital Tutoring form to the Office of Special Services. If needed, the school counselor will assist in completing the tutoring referral form and submit it to the Office of Special Services, and will secure work for the student and communicate with the hospital tutoring company.

**SUICIDE PREVENTION – RULES & PROCEDURES**  
**EMERGENCY SAFETY ASSESSMENT**  
*(For Staff: Quick Response Checklist)*

---

Step 1: Identify Concerning Behaviors

**Notify at least one (1) member of the CST (Crisis Support Team) immediately:**

- Building Administrator
- School Social Worker
- School Counselor
- Coordinator of Student Support
- Director of Special Services

**If you observe:**

- ☐ Threats of harm to self or others (with or without a plan)
  - ☐ Preoccupation with weapons or creation of a "hit list"
  - ☐ Evidence of self-injury (e.g., cutting, burning)
  - ☐ Suicidal comments/behaviors (e.g., giving away possessions, "I wish I were dead")
- 

Step 2: Immediate Response

- ☐ **Stay with the student** until a Crisis Support Team (CST) member arrives and assumes responsibility. **Do not leave the student alone.**
  - ☐ **Ensure** the student **cannot lock themselves** in a room.
- 

Step 3: CST Assessment & Action Levels

<b>Risk Category</b>	<b>Action</b>
<b>Category IV: Critical Condition</b>	Call 911 and School Resource Officer (SRO). Notify parent/guardian. Immediate hospital transport.
<b>Category III: Imminent Danger</b>	SEL staff conducts a safety assessment. Call Mobile Crisis (Fairwinds Counseling: 508-221-3315) for further evaluation. Notify parent/guardian if additional care is needed. Arrange safe transport (ambulance, police, escorted walk).
<b>Category II: High Need Intervention</b>	SEL staff conducts a safety assessment. Arrange same-day safety evaluation via Mobile Crisis or Urgent Behavioral Health Care (UBHC). Contact parent/guardian. If the parent/guardian refuses, escalate to Category III.
<b>Category I: Education</b>	SEL staff conducts a safety assessment. Develop and share a Wellness Plan. Inform parent/guardian.

---

Step 4: Re-Entry After Hospitalization or Evaluation

- ☐ **Schedule a Re-Entry Meeting** before the student returns to school.
  - ☐ **CST, parents/guardians, and student** attend the meeting.
  - ☐ **Review discharge paperwork** and/or provider recommendations.
  - ☐ **Update or create a new Wellness Plan** outlining:
    - Safety strategies
    - Support services available
    - Academic accommodations if needed
  - ☐ **Communicate plan** with appropriate staff while maintaining student confidentiality.
- 

#### Step 5: Important Reminders

- ☐ Staff **may NOT** transport students in personal vehicles.
  - ☐ **Escort with two adults minimum** at all times if leaving school grounds.
  - ☐ **No student cell phone use** during any phase of response.
  - ☐ **Use interpreter services** immediately if needed.
  - ☐ **Follow physical restraint policy** only if safety demands it.
  - ☐ **Notify Superintendent**
- 

**In an emergency response for mental health, call 911 and request "no lights, no sirens".**

## Emergency Safety Assessment – Non-School Hours (Quick Guide for Activities, Sports, Events, Field Trips)

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### Step 1: Recognize Warning Signs

If a student shows or reports:

- ☐ Suicidal statements or gestures
  - ☐ Self-injury behaviors
  - ☐ Harmful behavior toward self or others
- 

### Step 2: Immediate Action

- ☐ **Stay with the student at all times.**
  - ☐ Do not leave student unsupervised until they are in the care of:
    - Police
    - EMTs
    - CST Member (if available)
    - Parent/Guardian
  - ☐ **Prevent the student from:**
    - **Locking themselves in a room or facility**
    - **Leaving the immediate area**
- 

### Step 3: Notify Authorities

- ☐ Inform the Person in Charge of the activity/event.
- ☐ Person in Charge must notify:
  - Direct Supervisor
  - Building Administrator

### If No Administrative Support Available

- ☐ Call 911 or Police Dispatch (508-228-1212) immediately.
  - ☐ **Inform them: "Student at risk – immediate support needed."**
  - ☐ Request "no lights, no sirens" if calling 911 for a mental health situation.
- 

### Step 4: Parent/Guardian Communication

- ☐ **Direct Supervisor or Building Administrator will:**
    - Contact parent/guardian
    - Coordinate student handoff if emergency services are involved
- 

### Step 5: Notify the Superintendent

- ☐ Direct Supervisor or Building Administrator must inform the Superintendent once the situation is stabilized.
  - ☐ CST should be notified to plan to schedule re-entry meeting and in-school supports as needed.
- 

### **!** Important Reminders

- Never transport a student in your personal vehicle.
  - No student cell phone use during response.
- 

In any life-threatening situation, always call 911 immediately.

## **STUDENT TRANSPORTATION IN PRIVATE VEHICLES**

School buses will be used for the transportation of students participating in school sponsored co-curricular or extracurricular activities. However, when buses are not available, private vehicles may be permitted to transport students to or from school activities that fall within the academic day or extend the school day provided all of the following conditions are met:

1. The activity has the approval of the Superintendent of Schools.
2. The owner of the vehicle being used in transporting students must file evidence with the Superintendent of personal liability insurance coverage on the vehicle in the amounts of \$100,000 - \$300,000 or more.
3. The parents of students to be transported in this manner will be fully informed as to this means of transportation and will sign a statement to this effect.

### **MASC File: EEAG - STUDENT TRANSPORTATION IN PRIVATE VEHICLES**

School buses will be used for the transportation of students participating in co-curricular or extracurricular activities. However, when buses are not available, private vehicles may be permitted to transport students to or from school activities that fall within the academic day or extend the school day provided all of the following conditions are met:

1. The activity has the approval of the Superintendent of Schools.
2. The owner of the vehicle being used in transporting students must file evidence with the Superintendent of personal liability insurance coverage on the vehicle in the amounts of \$100,000 - \$300,000 or more.
3. The parents/guardians of students to be transported in this manner will be fully informed as to this means of transportation and will sign a statement to this effect.
4. The driver and any non-student adult passenger will be subject to a satisfactory CORI and/or background check in accordance with Massachusetts General Laws and School Committee Policy.

SOURCE: MASC - Updated 2022

## FREE AND REDUCED PRICE FOOD SERVICES

The school system will take part in the National School Lunch Program and other food programs that may become available to assure that all children in the schools receive proper nourishment.

In accordance with guidelines for participation in these programs, and in accordance with the wishes of the Committee, no child who a teacher believes is improperly nourished will be denied a free lunch or other food simply because proper application has not been received from his parents or guardians.

As required by state and federal regulations, the School Committee approves this policy statement pertaining to eligibility for free milk, free meals, and reduced price meals.

SOURCE: MASC, 2016

LEGAL REFS.: National School Lunch Act, as amended (42 USC 1751-1760)  
Child Nutrition Act of 1966  
P.L. 89-642, 80 Stat. 885, as amended  
M.G.L. 15:1G; 15:1L; 69:1C; 71:72

### **File: EFC - UNIVERSAL FREE SCHOOL MEALS**

The School Committee is committed to providing students with healthy, nutritious meals each day so they can focus on school work, while also maintaining the financial integrity of meal programs, and to ensure compliance with federal reporting requirements of the USDA Child Nutrition Program.

The District will participate in the National School Lunch Program, the Massachusetts Universal Free Meals Program, and other food programs that may become available to assure that all students in the schools receive healthy, nutritious school meals.

In accordance with guidelines for participation in these programs, the District will provide universal free meals to all students in the District.

Students seeking additional meals or a la carte items will be charged accordingly for those additional items.

Each student in the District is entitled to (1) free breakfast, (1) free lunch, and (1) free snack (where provided by the District.)

- It remains important that families complete the annual Household Application for Free and Reduced Price Meals. This form allows the school district to serve families more effectively for other important programs such as P-EBT benefits, fee waivers for school district programs/services, (as determined by each school district), state and federal grant eligibility, and more.

- Districts participating through the Community Eligibility Provision (CEP), serve breakfast and lunch at no cost to all enrolled students without collecting household applications.

As required by state and federal regulations, the School Committee approves this policy statement pertaining to eligibility for universal free school meals for all students in the District.

CROSS REF: [EFE](#), Civil Rights Complaint Policy for Child Nutrition Programs

LEGAL REFS.: National School Lunch Act, as amended (42 USC 1751-1760);

Child Nutrition Act of 1966; P.L. 89-642, 80 Stat. 885, as amended;

USDA School Meal Program Guidelines May 2017;

M.G.L. [71:72](#); [15:1G](#); [69:1C](#);

Chapter 28 of the Acts of 2023 7053-1909

SOURCE: MASC - Complete rewrite 2023

## FIELD TRIP AND STUDENT TRAVEL

### Introduction

In accordance with Massachusetts General Laws, chapter 71 §37N and after considering the model policy by the Massachusetts Department of Education, the Nantucket School Committee hereby adopts the following Policy regarding school sponsored field trips and related travel.

### Policy Rationale:

The School Committee encourages field trips and other student activities involving travel as part of, and directly related to, the school system's program and curriculum, because the Committee recognizes that these field trips and activities provide first-hand learning experiences that can be effective and worthwhile methods of learning.

### Approval Process:

The Superintendent of the Nantucket Public Schools shall be responsible for considering all applications for field trips and for approving all school-sponsored field trips, including trips in which travel is planned between midnight and 6:00 a.m. and trips which include an overnight stay away from the students' homes. The Superintendent shall develop and distribute a field trip application form.

In deciding whether to approve a school-sponsored field trip, the Superintendent will consider the educational benefits to students, the appropriateness of the trip for the grade level(s), and the time and expense of the trip. In addition to the educational value, grade-level appropriateness, time, and cost, the Superintendent will consider the logistical details, the safety of the proposed transportation and accommodations, and the appropriateness of any proposed student fundraising.

### Transportation:

Field trips requiring travel between midnight and 6:00 a.m. will be by commercial transportation only. The use of private vans, automobiles, aircraft, and/or watercraft for trips planned to include travel between the hours of midnight to 6:00 a.m. is prohibited.

Operators of commercial transportation carriers must be licensed for passenger transportation by the appropriate state and/or federal agency. CORI checks, where required, will be conducted in accordance with Massachusetts General Laws Chapter 71, Section 38R.

All contracts with transportation carriers will prohibit the use of subcontractors unless sufficient notice is given to the school district to permit verification of the subcontractors' qualifications.

### Scheduling:

Overnight accommodations should be made with student safety and security in mind. When possible, trip schedules should avoid student travel between the hours of midnight and 6:00 a.m. Trip scheduling and itineraries must leave enough time for drivers and operators of transportation carriers to rest in conformity with federal hour-of-service requirements, and should take into account the likelihood of delays due to weather, traffic and other unanticipated factors.

Teacher(s) will provide appropriate substitute activities for any students not participating in the field trip.

**Fundraising:** All fundraising activities must comply with the School Committee's policy on fundraising, JJE.

SOURCE: MASC proposed, but Nantucket adapted

## **MASC File: IJOA - FIELD TRIPS**

Field trips can bring the school and the community closer together, which can result in real life experiences that enrich the curriculum for students and also bring about better public relations. The School Committee will also encourage field trips as an integral part of the instructional programs in the schools.

The Superintendent will establish regulations to assure that:

1. All students have permission from a parent or guardian for trips.
2. All trips are properly supervised.
3. All safety precautions are observed.
4. All trips contribute substantially to the educational program.
5. All trips allow student access without regard of family ability to pay.

All out-of-state or extended (overnight) trips and excursions, except those required for student participation in tournament competition or contests, must have advance approval of the School Committee. Fundraising activities for such trips will be subject to approval by the appropriate Administrator.

CROSS REF.: [JJH](#), Policy Relating to Field Trips Involving Late Night or Overnight Travel

[JJE](#), Student Fund-Raising Activities

SOURCE: MASC Cross Reference Update - 2023

**NOTE: Brief policies on field trips, such as the sample above, usually require School Committee-approved guidelines and implementing regulations.**

## **DISTRICT PROGRAM ASSESSMENTS**

A District program of testing for assessment/evaluation shall be coordinated throughout the school District by the appropriate administrator who shall be responsible for scheduling, disseminating, and collecting tests and for reporting and interpreting all group test results.

Measurements of educational achievement shall be prepared so that data is consistent for comparison purposes within the School District from year to year and with other school districts to the extent required by rules of the State Board of Education.

SOURCE: Nantucket

## **TEACHING ACTIVITIES/PRESENTATIONS**

It is the desire of the School Committee that the best available strategies for bringing about learning be utilized in the District's schools. The instructional staff shall be expected to keep abreast of new and promising instructional ideas and practices developed in schools throughout the nation and to apply those which have potential for improving the learning program in the District's schools.

An educational climate shall be established which shall be conducive to rational thought, inquiry, and respect for the dignity of the individual. This educational climate will assist students in learning how to think rather than what to think and shall provide students the opportunity to identify, express, and defend their opinions without penalty or fear of reprisal or ridicule.

Nothing in this policy shall limit a parent/guardian's right to file a complaint to challenge the use of teaching activity or presentation.

SOURCE: MASC

## **ACCESS TO DIGITAL RESOURCES**

The Committee supports the right of students, employees, and community members to have reasonable access to various information formats and believes it is incumbent upon users to utilize this privilege in an appropriate and responsible manner.

### **Safety Procedures and Guidelines**

The Superintendent in conjunction with the Director of Technology, shall develop and implement appropriate procedures to provide guidance for access to digital resources. Guidelines shall address teacher supervision of student device use, ethical use of digital resources (including, but not limited to, the Internet, e-mail, and other District technological resources), and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of digital resources for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.

Internet safety measures shall be implemented that effectively address the following:

- Controlling access by minors to inappropriate matter on the Internet as defined by the Children's Internet Protection Act (CIPA) and the Children's Privacy Protection Act (COPPA);
- Safety and security of minors when they are using e-mail, instant messaging applications, and other forms of direct electronic communications;
- Preventing unauthorized access, including "hacking" and other unlawful activities by minors online;
- Unauthorized disclosure, use and dissemination of personal information regarding minors; and
- Restricting minors' access to materials harmful to them.

The District shall provide reasonable public notice of, and at least one (1) public hearing or meeting to address and communicate its Internet safety measures.

### **Permission/Agreement Form**

A parental request shall be required (in the district's Student Information Systems platform) prior to the student being granted independent access to electronic media involving District technological resources. The required permission/agreement form, which shall specify acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural violations, must be signed by the parent or legal guardian of minor students (those under 18 years of age) and also by the student. This document shall be kept on file as a legal, binding document. In order to modify or rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Superintendent with a written request.

### **Employee Use**

Employees shall use electronic mail only for purposes directly related to work-related activities.

Employees shall not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. (Authorization is not required each time the electronic media is accessed in performance of one's duties.) Each employee is responsible for the security of his/her own password.

### **Community Use**

On recommendation of the Superintendent or designee, the Committee shall determine when and which computer equipment, software, and information access systems will be available to the community. Upon request to the Principal or designee, community members may have access to the Internet and other electronic information sources and programs available through the District's technology system, provided they attend any required training and abide by the rules of usage established by the Superintendent or designee.

**Disregard of Rules**

Individuals who refuse to sign required Empowered Digital Use documents or who violate District rules governing the use of District technology shall be subject to loss or restriction of the privilege of using equipment, software, information access systems, or other computing and telecommunications technologies.

**Responsibility for Damages**

Individuals shall reimburse the Committee for repair or replacement of District property lost, stolen, damaged, or vandalized while under their care.

**Responding to Concerns**

School officials shall apply the same criterion of educational suitability used to review other educational resources when questions arise concerning access to specific databases or other electronic media.

**Audit of Use**

The Superintendent or designee shall establish a process to determine whether the District's education technology is being used for purposes prohibited by law or for accessing sexually explicit materials. The process shall include, but not be limited to:

1. Utilizing technology that blocks or filters Internet access for both minors and adults to certain visual depictions that are obscene, child pornography, or, with respect to computers with Internet access by minors, harmful to minors;
2. Maintaining and securing a usage log; and
3. Monitoring online activities of minors.

SOURCE: MASC

LEGAL REFS: 47 USC § 254

CROSS REFS: IJNDB, Empowered Digital Use Policy

MASC

**File: IJND - ACCESS TO DIGITAL RESOURCES**

The School Committee supports the right of students, employees, and community members to have reasonable access to various information formats and believes it is incumbent upon users to utilize this privilege in an appropriate manner. The School Committee intends to support such use with appropriate budgetary allocations, providing for timely updates to technology as necessary

The Superintendent, in conjunction with the Director of Technology, shall develop and implement appropriate procedures to provide guidance for access to digital resources.

SOURCE: MASC 2023

LEGAL REFS: 47 USC § 254

**Note: FCC regulations that went into effect April 20, 2001, implementing The Children's Internet Protection Act (47 U.S.C. § 254) require each school/district to certify compliance with certain policy requirements in order to maintain eligibility for Internet access discounts and other services provided by the federal government.**

**Memorandum of Agreement**  
**Between the**  
**The Nantucket School Committee (“Committee”) and**  
**The Nantucket Teachers Association ESP Unit (“Association”)**  
**Collectively referred to as (“the Parties”)**

The Nantucket School Committee and the Nantucket Teachers Association agree to extend their July 1, 2022 through June 30, 2025 collective bargaining agreement through June 30, 2028, with the following changes:

Mutually Agreed Upon Summer work for 10-Month ESPs (CBA p. 8)

Classification II employees are those persons working *the same days as teachers on* a 10-month ~~(school-day)~~ schedule and 20 hours or more per week. Full-time status shall be granted to employees working 35 hours or more per week. ~~Up to 10 days as additional days of service may be added to Classification II employee work days. A maximum of 5 days may be scheduled as mutually agreed upon dates during July and August.~~ *Additional days may be worked as budget and need permits. Additional work days in July and August shall be covered by a separate summer offer of employment.*

Evaluation Process (CBA p. 12)

Each employee's work performance shall be evaluated in accordance with the ESP Performance Review document.

IF	Then
Employee is in their first three years of employment in their position	Evaluation will consist of a mid-year review and an End of Year review conducted at the end of the school year. The End of Year evaluation will take place prior to May 15th.
Employee is in their fourth year of employment and beyond and have received ratings of Proficient or higher in all areas of review in their most recent End Of Year review in their position	Evaluation will consist of one review only conducted at the end of the school year. The End of Year evaluation will take place prior to May 15th.
Employee has not received proficient or higher in all areas of review in their most recent End Of Year review	Evaluation will consist of a mid-year review and an End of Year review conducted at the end of the school year. The employee will be given specific guidelines for improvement at the time of their review. The End of Year evaluation will take place prior to May 15th.

#### Parental Leave Clarification (CBA pp. 16-17)

1. The first eight (8) weeks, which are counted as normal ~~work school~~ days, exclusive of ~~holidays vacation(s)~~, shall be deducted from said professional employee's sick days.
2. The additional four (4) weeks are without pay absent disability of the birthing parent, but with insurance benefits continuing to be paid by the system. The employee continues to pay their portion of the premium.
3. The parties further agree that days taken under these leaves are ~~school~~ work days from within any one (1) ~~school~~ year *period*.
4. Every employee covered by this contract is entitled to eight (8) weeks parental leave without pay and an additional four (4) weeks child rearing leave without pay if they have been employed at least three consecutive months and give two weeks notice of their departure date and notice that they intend to return to their job.
5. ~~The parties further agree that days taken under these leaves are work days.~~
6. When both parents are Nantucket Public School Employees, Parental leave may be concurrent or consecutive.

#### Transfers within the District (CBA p. 20)

The Superintendent shall retain the right to assign and/or reassign employees within the District.

*Involuntary transfers between positions shall not negatively affect an employee's rate of pay nor shall employees be involuntarily transferred outside of their unit. Transfers into positions of increased responsibility will also include an increased rate of pay commensurate with their new duties for as long as they remain in the transferred position.* ESP members desiring a transfer within the district shall file a written request for transfer to the Superintendent by April 1st. It is understood and agreed that if an opening does not exist on or before April 1st, and in fact the employee indicates a desire to transfer by completing an ESP survey, the Superintendent and the system-wide administrators will keep all such ESP surveys in an active file in anticipation of future openings and all such requests for a transfer stated on the completed survey will be duly considered. In the event a unit member is transferred to another position within the ESP unit, a full day of duty free Training/Professional Development will be provided no later than 30 days after the start of school or the transfer date whichever is later.

*Up to two annual "ESP Training Coordinator" stipends of \$1,000 may be available for the purpose of providing support and training for new staff and those ESPs occupying new positions.*

#### Separation Language (CBA p. 21)

Notification of the intent to apply for this benefit must be in writing ~~by~~ *no later than* November 1st *of the fiscal* ~~one~~ year prior to the employee's plan to resign or retire. ~~And~~ Compensation will be paid at separation.

#### Job Description (CBA p. 21)

A job description with negotiated compensation and benefits will be available to employees at the time of employment or renewal of contract.

*In the absence of a supervisor, ESPs are not expected to make decisions normally considered administrative in nature.*

Lunch Break (CBA p. 22)

All full-time employees shall have a daily one half hour paid lunch break. *Use of the lunch break as compensatory time to shorten the length of the workday is generally not permitted. Exceptions may be made on a case by case basis.*

Salary Increases: (Page 26)

Existing employees will receive the following wage increases:

<b>2025-2026</b>	<b>2026-2027</b>	<b>2027-2028</b>
<i>\$3.00</i>	<i>\$3.00</i>	<i>\$3.00</i>

For **New Employees:**

ESP positions filled after June 30, 2025 (hires and transfers) shall include a job description and salary tier according to the salary range below at the time of hire. Two percent (2%) may be added to the base hourly rate for each 5 years of continuous employment within the Nantucket Public schools or the Town of Nantucket at the time of hire.

The contract will be supplied to prospective employees prior to the signing of the offer of employment.

<i><b>Fiscal Year</b></i>	<i><b>2025-2026</b></i>	<i><b>2026-2027</b></i>	<i><b>2027-2028</b></i>
<i><b>Administrative A1</b></i>	<i>\$33.00</i>	<i>\$35.50</i>	<i>\$38.00</i>
<i><b>Administrative A2</b></i>	<i>\$37.00</i>	<i>\$39.50</i>	<i>\$42.00</i>
<i><b>Administrative A3</b></i>	<i>\$41.00</i>	<i>\$43.50</i>	<i>\$46.00</i>
<i><b>Technician T1</b></i>	<i>\$35.00</i>	<i>\$37.50</i>	<i>\$40.00</i>
<i><b>Technician T2</b></i>	<i>\$43.00</i>	<i>\$45.50</i>	<i>\$48.00</i>
<i><b>Technician T3</b></i>	<i>\$50.00</i>	<i>\$52.50</i>	<i>\$55.00</i>

Educational Incentive (CBA p. 27) - Language Clarification

Members of the ESP Unit may receive a salary incentive for educational training when such additional education is applicable to their job responsibilities *and can be qualitatively measured by the award of an industry standard certification or other similar credential.* Employees wishing to take advantage of the educational incentive must get prior written approval from their immediate supervisor and the superintendent. An employee's incentive will be an hourly increase of \$1.50 per hour in base pay in the fiscal year following completion of the training.

## **NEW LANGUAGE**

### Association Meetings (place on CBA pg 11)

The association has the right to schedule one meeting of the Association per month in School buildings. All members of the Association will have the right to attend the meeting, even if it occurs during their scheduled work time for up to one (1) hour, but without pay. The association also has the right to place Association and educational materials in employees' mailboxes and on the Association bulletin boards located in each building's staff lounges.

### Transfers from Town of Nantucket (Place on CBA Pg 20 with Transfers)

Employees transferring from the Town of Nantucket to the Nantucket Public Schools will be able to retain their sick days and continuous years of service with regard to vacation. For vacation and sick time, transferring employees will be placed appropriately within the parameters of the NPS ESP Contractual Bargaining Agreement.

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Elizabeth Hallett, Superintendent

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Page Martineau, NTA President



## **Nantucket Elementary School Memorandum**

**Date:** 5/14/2025

**To:** NPS School Committee/Katie Bedell

**From:** NES/Kim Kubisch

**Subject:** Teacher Appreciation cash donation

**Comments:** Please accept a cash donation in the amount of \$485.00 from various parents for the annual Teacher Appreciation Lunch that was deposited in in the NES Gift Account



# THANK YOU SO MUCH

## Teacher Appreciation Luncheon

This year's Annual Teacher Appreciation Luncheon  
will be provided by Surfside Bakery and Café on  
05/7/2025.

The NES School Council members are helping to  
coordinate the Luncheon and are asking all NES  
families to make monetary contributions this year  
in lieu of food donations that have been solicited  
in previous years.

Cash, checks made out to 45 Surfside, or gift cards  
to 45 Surfside Bakery and Café can be brought to  
the NES front office.

If you are able to assist with decorations, set up, pick  
up, or clean up, please contact Kelsea Gray at  
(713)822-6888 or [graykelsea@gmail.com](mailto:graykelsea@gmail.com)

Thank you,  
NES School Council



## **Nantucket Elementary School Memorandum**

**Date:** 5/7/2025

**To:** NPS School Committee/Katie Bedell

**From:** NES/Kim Kubisch

**Subject:** FONPS Gift to Witherell, Jami Science and Collum, Jaimie-Pre K

**Comments:** Please accept this check in the amount of \$695.27 from the FONPS for:

- Witherell, Jami Science equipment for coding  
\$77.10
- Collum, Jaimie Pre K- Gross motor equipment  
\$618.17



# Memo

## Cyrus Peirce Middle School

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To: Katie Bedell

From: Kristen Holdgate

CC: Michael Horton

Date: May 13, 2025

Re:FONPS Gift

CPS is requesting to have the following gift for CPS Summer Reading from Friends of Nantucket Public Schools (\$2,000) to be put on the next School Committee meeting agenda for approval.



## NANTUCKET PUBLIC SCHOOLS

**To:** Nantucket School Committee

**From:** NPS Finance

**Date:** May 20, 2025

**RE: Vote to Approve Payroll and Accounts Payable Warrant**

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Payroll Warrant for pay period ending May 11, 2025 (232025), in the amount of **\$1,375,880.76**

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Accounts Payable Warrant dated May 21, 2025, in the amount of **\$565,083.63**

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# ON THE HORIZON

5/6/25

May 6, 2025	May 20, 2025
Enrollment	Hiring/Staffing Update
Hiring/Staffing Update	Transportation Update
Nantucket Community School Update	Special Services Update
Veritas	Additional Policy Updates
I Policies - Updates and Changes	

June 3, 2025	June 17, 2025	July 22, 2025 (*tentative)
Enrollment	Hiring/Staffing Update	School Committee Retreat
Graduation/End of Year Activities	Appointment of Clerk	
ACK SEPAC	Athletics Annual Report	
English Learner Dept Update	Facilities Annual Report	
NHS Seal of Biliteracy	Year End Utilities Usage	
Technology Update		

## ON THE HORIZON (2024-2025) YEAR-LONG VIEW)

July	August	September	October
Hiring Update	District & Superintendent Goals	Enrollment Update	Enrollment Update
Gift Funds and Donations	Food Service Financial Report/Prices	Budget Planning Calendar	Tri-Council Meeting w/ MASC
Professional Teacher Status	4th Quarter Budget Update	Budget Directives	Homeschooling Report
	Vote to establish/transfer student YOG funds	Summer Programs	ESL Update
		Community School Update	1st Quarter Budget Update
		Meet with School Resource Officer	School Improvement Plans
		School Handbooks	Future School Calendar
		Advanced Placement Results	School Handbooks

November	December	January	February
School Presentation	Enrollment Update	School Presentations ?	Nat'l School Counseling Week
Enrollment Update	Food Service Update	Enrollment Update Quiz Bowl	Enrollment Update
Preliminary Budget Forecast	Regional Music Competitions	2nd Quarter Budget Update	Vote to approve budget
Federal Grants	Annual Report	Bullying Update	SC Self-evaluation
Student Success Program- Alt ED	Retreat	SC Progress Report of Goals	Present to FinCom?
	Budget Development - Tech., Facilities, Community School	Budget Development - Central, SPED, ELL, Athletics, Schools	Workshop - Superintendent's Evaluation Tool
Add Workshop	Meet with Veritas Staff	Add Workshop	

March	April	May	June
School Presentation?	School Presentation?	Guidance Update	Appointment of Clerk
FONPS	3rd Quarter Budget Update	Enrollment Update	Enrollment Update
Enrollment Update	SC and Task Force Assignments	Central Registration Update	Athletics Annual Report
Update on Student Support Services	School Choice Participation	Wellness Committee Update	Tech. Annual Report
Dropout Rate Report	Enrollment Update	Facilities Update	ELL PAC Update
Special Needs Advisory Council		Year End Utilities Usage	Admin Salaries
Audit Report		Food Service Update	Retreat
Add Workshop		Add Workshop	Academic Awards
Review of Superintendent by 3/31			Graduation/Baccalaureate
			End of Year Celebration