



Parent's Guide to Problem Solving

Complaints and concerns should be directed to proper administrative levels as indicated below.

THE TEACHER

The first person to resolve any concerns that you might have is the teacher. Parents can always request a parent-teacher conference. If a resolution is not reached here, the next person with whom to discuss your concerns is your campus assistant principal/principal.

Contact Name

Number

ASSISTANT PRINCIPAL / PRINCIPAL

As the instructional leaders, the Asst. Principal / Principal are responsible for setting the tone of discipline and instruction. If you have suggestions or concerns about discipline, instruction, student activities or the campus climate ask for an appointment to speak with the Asst. Principal/Principal.

Contact Name

Number

ASSOCIATE SUPERINTENDENT OF ELEMENTARY, MIDDLE OR HIGH SCHOOLS

When a concern cannot be resolved at the campus level, the next step is to visit the principal's supervisor, his/her associate superintendent. Questions and concerns may be directed to them at the appropriate office by calling the phone numbers corresponding to the campus level.

Contact Name

Number

**Division of Education
Associate Superintendent's
Contact Numbers:**

Associate Superintendent of
Elementary Schools

(512) 414-9761 - North

(512) 414.1708 - South

Associate Superintendent of
Middle Schools

(512) 414.4481

Associate Superintendent of
High Schools

(512) 414.4471

