

ACA's Guide to Answering Questions or Expressing Concerns

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Arizona Cultural Academy & College Prep has established procedures to effectively and efficiently respond to questions and suggestions from parents and community members. This guide is meant to serve as a resource for parents and community members to identify the staff that would have the most information to provide answers to questions and concerns. If you have any questions or concerns related to the school district or your child's progress, please do not hesitate to call. Arizona Cultural Academy & College Prep is here to meet the needs of all students, staff, parents and community members.

Classroom Questions

- Step 1 Classroom teacher; if not resolved...
- Step 2 Director of Instructional; if not resolved...
- Step 3 Director of Academics and Instruction...
- Step 4 School Principal; if not resolved...
- Step 5 School Board

Curriculum Questions (State standards, material being taught, textbooks and materials)

- Step 1 Classroom teacher; if not resolved...
- Step 2 Instructional Coach; if not resolved...
- Step 3 Director of Academics and Instruction...
- Step 4 School Principal; if not resolved...
- Step 5 School Board

Medical Questions and Concerns

- Step 1 School Health Services Assistant; if not resolved...
- Step 2 School Principal; If not resolved...
- Step 3 School Board

Student Behavior

- Step 1 Classroom teacher; if not resolved...
- Step 2 Vice Principal of Climate and Culture; if not resolved...
- Step 3 School Principal; if not resolved...
- Step 4 School Board

Athletics

- Step 1 Coach; if not resolved...
- Step 2 Vice Principal of Climate and Culture; if not resolved...
- Step 3 School Principal; if not resolved...
- Step 4 School Board

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After School Activities (Clubs, etc.)

Step 1 Activity Sponsor; if not resolved...

Step 2 Vice Principal of Climate and Culture; if not resolved...

Step 3 School Principal; if not resolved...

Step 4 School Board

Facility Usage

Step 1 Director of Facilities; if not resolved...

Step 2 School Board

Concern/Complaint Process

It is the objective of Arizona Cultural Academy & College Prep to resolve any concerns or complaints at the lowest level, starting first with the classroom teacher before progressing to the principal, and then on to the school board. ACA has comprehensive policies to address public concerns and complaints related to personnel, instructional resources or facilities and services. More information on these policies and the complaint process can be found in the handbook section 13.1 - Parental Grievance & Complaints.

Phone Numbers

Athletics: 602-454-1222

Curriculum & Assessment Services: 602-454-1222

Student Behavior Services: 602-454-1222 ext: 105

Facility Services: 602-454-1222 ext:113

Principal's Assistant: 602-454-1222 ex:t 107

Principal- Dr. Christine McGee- To schedule an appointment please contact the Principal Assistant.

Email Addresses:

Instructional Coach- Ms. Lynda Dekkiche- lynda.dekkiche@azacademy.org

Director of Academics and Instruction- TBA

Director of Facilities- Ms. Sekar Cortes- sekar.cortes@azacademy.org

Principal Assistant- Ms. Alaa Alian- alaa.alian@azacademy.org

Vice Principal of Climate and Culture- Ms. Lama Zaino- lama.zaino@azacademy.org

Principal- Dr. Christine McGee- To schedule an appointment please contact the Principal Assistant.