

**Idaho Arts Charter School**

**COMMUNITY RELATIONS**

**4120F**

**Concern You Would Like Addressed**

(Please keep your presentation to one sheet. Thank you.)

Name: \_\_\_\_\_ Date \_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Subject: \_\_\_\_\_

Problem: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Examples that demonstrate the problem: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Results: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Solutions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Response Date: \_\_\_\_\_

Person Responding:

\_\_\_\_\_ Idaho Arts Charter School , Nampa School District

**Response to Concern**

Person Responding: \_\_\_\_\_ Response Date: \_\_\_\_\_

Method used to communicate response: \_\_\_\_\_

Actions taken to investigate concern: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

People contacted in gathering information upon which to make decision: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Findings of the investigation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Decision: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Results of communicating the decision: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature