

# Young Scholars Academy for Excellence

Anella Coleman, Principal

## Student Communication

From: \_\_\_\_\_

Child/Children: \_\_\_\_\_

Classroom/Teacher: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Please check one of the following:**

Question     Concern     Suggestion     Commendation

**Comments:**

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**Investigative Comments:**

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**Findings/Response:**

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Daytime Phone: \_\_\_\_\_ Parent's Evening Phone: \_\_\_\_\_

Parent's Cell: \_\_\_\_\_ Parent's E-mail: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Acknowledge Receipt Date: \_\_\_\_\_

Time: \_\_\_\_\_

Signature: \_\_\_\_\_