

**Alpha Charter of Excellence**  
**Tuition-Free Charter Public School**  
**Conflict Resolution Policy**

- ✓ **Step 1.** Communicate with the classroom teacher via Class Dojo or e-mail addresses. Email addresses are available in our website: [www.alphacharterschool.com](http://www.alphacharterschool.com)
  
- ✓ **Step 2.** Set up a Parent Teacher Conference with the classroom teacher to discuss the concern further if needed. At this meeting, establish next steps or goals and the process for follow up, as necessary. For unresolved concerns, please follow Step 3.
  
- ✓ **Step 3.** Set up an appointment with the School Leader, Isabel Navas. Email: [Isabel.navas@alphacharterschool.com](mailto:Isabel.navas@alphacharterschool.com). For unresolved concerns, please follow Step 4.
  
- ✓ **Step 4.** Contact the School's Board of Directors. The conflict resolution board member appointed is Maria Hernandez  
E-mail is [Maria.Hernandez@alphacharterschool.com](mailto:Maria.Hernandez@alphacharterschool.com) Phone Number: 305-643-2132

**Governing Board Members:**

**Lisa Capote (President), Dr. Celia Suarez (Secretary)**  
**Juan Carlos Fernandez (Treasurer),**  
**Dr. Judith Stein (Member)**

