



THE MONTESSORI ACADEMY OF ARLINGTON

Preparing children for life, not just the next test.

Board Grievance Form

Name: _____ Date: _____

Contact Information: _____

Communication	Yes	No	N/A
Has this issue been discussed with others involved?			
Has this issue been discussed with the program administrator?			
Has this issue been discussed the head of school?			

Every effort will be made to resolve your grievance fairly. To facilitate the process, please attach a complete description of the issue or problem, including steps taken to resolve the issue or problem along with associated names and dates. Please mail or email the completed form to the attention of the Board Secretary, Brian Dangelmaier. If mailing, use TMA's address, 3428 W. Arkansas Lane, Arlington, TX 76016; if emailing, please send to [Brian Dangelmaier](mailto:brian.dangelmaier@tmaonline.org).

Once received, the Board Secretary will bring it to the attention of the Executive Committee. The TMA Board Executive Committee will review the grievance and a resolution will be effected within fifteen (15) school days of the initial presentation. Should you be dissatisfied with the decision, you may present the grievance statement to the full Board of Trustees.