Guide to Problem Solving

Spartan Student’s and Parent’s

1. THE TEACHER

The first person to resolve any concerns that you might have with a course, its contents, or how a class is structured is the teacher of that course. Students and parents can request a phone call, email or in-person meeting. Most issues are successfully resolved at this point, especially when the concern is brought to the teacher in a timely fashion. If a resolution is not reached, the next person with whom to discuss your concerns is the assistant principal or principal.

2. THE ASSISTANT PRINCIPAL AND PRINCIPAL

As the instructional leaders, the Assistant Principal and Principal are responsible for setting the tone for discipline and instruction. If you have suggestions or concerns about discipline or instruction, the Assistant Principal, Principal or supervisor of the department can coordinate and facilitate a meeting between the student, the parent and the teacher.

3. EXECUTIVE DIRECTOR OF HIGH SCHOOL EDUCATION

When a concern cannot be resolved at the school level, the next step is to contact the principal’s supervisor, the Executive Director of High School Education. Her number is at the bottom of this page.

Others who may assist you with district matters include:

ASSISTANT SUPERINTENDENTS

Teaching and Learning
Emilie Hard
425.837.7030

Chief of Finance and Operations
Jake Kuper
425.837.7016

Other very important resources:

Your COUNSELOR may be a person to reach out to as you work your way through a concern. Please do not hesitate to drop by our counseling center to schedule an appointment or come by during lunch when they have drop-in office hours.

Our DEAN of STUDENTS is another great staff member to call upon for advice about a whole host of questions about Spartan life.

As always if you have concerns for anyone’s immediate safety, please speak with any staff member at Skyline and we will assist you.

Executive Director of High School Education:
Paula Phelps
425.837.7034

Executive Director of Human Resources:
Lisa Hechtman
425.837.7060

Executive Director of Compliance and Legal Affairs:
Chris Burton
425.837.7056

Executive Director of Operations:
Martin Turney
425.837.5069

Director of Transportation:
Gayle Morgan
425.837.6332